Promoting lifelong learning
Healthcare is one of the fastest growing occupations in Maryland. Discover some of the latest career paths offered at Chesapeake College in the healthcare/medical field and learn how to get started in:

- Nursing Assistant (CNA/GNA)
- Administrative Medical Assistant
- Dental Assistant
- Pharmacy Technician
- Clinical Medical Assistant
- Personal Fitness Trainer
- Medical Coding Professional

Future health/medical students are strongly encouraged to attend. All sessions are held on the Wye Mills Campus of Chesapeake College. There is no charge for the orientation and advance registration is not necessary.

INTERESTED IN A CAREER IN HEALTHCARE?

HEALTHCARE ORIENTATIONS

www.chesapeake.edu

2016 DATES

Wye Mills:

All sessions held on the Wye Mills campus in the Health Professions & Athletic Center (HPAC) – room 143

Sept. 14: 10 am- noon
Sept. 28: 5 – 6:30 pm
October 12: 10 am- noon
March 9: 10 am - noon
March 23: 5 - 6:30 pm
April 13: 10 am - noon
April 27: 5 - 6:30 pm
May 11: 10 am - noon
May 25: 5 – 6:30 pm
June 8: 10 am- noon
June 22: 5 – 6:30 pm
July 13: 10 am- noon
July 27: 5 – 6:30 pm
August 10: 10 am – noon
August 24: 5 – 6:30 pm
October 26: 5 – 6:30 pm
November 9: 10 am- noon
December 7: 5 – 6:30 pm

OPEN TO THE PUBLIC!

For more information, email CEhealthcare@Chesapeake.edu or call 410-822-5400 ext. 5850 or visit our website www.chesapeake.edu

CHESAPEAKE COLLEGE
HEALTH CAREER PROGRAMS

Noncredit Career Training offers Healthcare Career Training Programs. Launch your Health Care Career today with Chesapeake College!

ADMINISTRATIVE MEDICAL ASSISTANT
CLINICAL MEDICAL ASSISTANT I & II
DENTAL ASSISTANT TRAINING
ELECTRONIC HEALTH RECORDS
HEALTH ED TODAY - ONLINE TRAINING
MEDICAL CODING PROFESSIONAL
MEDICAL TRANSCRIPTION EDITOR - ONLINE TRAINING
NURSING ASSISTANT TRAINING
PERSONAL FITNESS TRAINER
PHARMACY TECHNICIAN CERTIFICATION EXAM PREP
AND MORE

Call (410) 827-5850 for more information.

www.chesapeake.edu
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Chesapeake College
NONCREDIT CAREER TRAINING & ENRICHMENT

Affordable … Engaging … Interactive … Convenient
From computer technology to professional and personal development to healthcare and small business – learning options for virtually all your continuing education needs. For more information call 410-827-5850 or visit www.chesapeake.edu/ce

Save time & enroll online!
It’s convenient, quick and easy.
Go to www.chesapeake.edu/continuing_ed/register.
Register as a “Noncredit/Continuing Education” student. Classes with a 9 in the section information are eligible for online registration. (Example: CEI 100 9A.)

For more information, call 410-827-5850, 8:30 a.m. - 4:30 p.m.
Students with any financial obligations with Chesapeake College are not eligible for online registration.

Licensed to Succeed

BIG RIGS. BIG REWARDS.
• Get your CDL in as little as 6 weeks
• DAY & NIGHT CLASSES available
• Job placement assistance available
• Earn $40 - $70k or more annually

For more information call 410-822-5400 ext. 2360 or email: etroutman-wallace@chesapeake.edu
want to become a Marine Technician?
Prepare for a career in the marine service industry! Chesapeake College has partnered with Yamaha to offer a marine service technician program focusing on outboard engine service and repair. Learn how to get started in the fastest growing segment of the marine industry!

YAMAHA

Skilled Trades
Chesapeake College

Learn more by contacting Tom Ellis at tellis@chesapeake.edu or (410) 822-5400 ext. 2396

(410) 827-5850 • www.chesapeake.edu/continuing_ed
ADULT BASIC SKILLS

Adult Basic Skills, GED®/HIGH SCHOOL DIPLOMA Options & ESL (Clases de inglés)

Adult Basic Skills Classes: These classes are held throughout the five county region. The objective of these courses is to improve basic reading, writing and math skills in order to perform well on academic assessments like the GED®, College placement and skilled training or workplace skills tests. Most classes are free and there is free childcare at many locations for parents of young children.

Daytime classes meet two or three days per week for 11 weeks and are held in Chestertown, Denton, Federalsburg, Easton, Wye Mills, and Cambridge.

Evening classes meet three nights per week for 7 to 10 weeks and are held in Chestertown, Greensboro, Federalsburg, Cambridge, Wye Mills and Easton.

Winter Block 4 - daytime & evening classes begin February 4th, 2019 and end March 29th, 2019
Spring Block 5 - daytime & evening classes begin April 8th, 2019 and end June 14th, 2019
Summer Block 1 - daytime classes begin July 8th, 2019 and end September 30th, 2019 (no class 8/19-9/2)
Summer Block 1 - evening classes begin July 8th, 2019 and end September 20th, 2019
Fall Block 2 - daytime & evening classes begin October 1st, 2019 and end December 19th, 2019

Pre-registration and demonstration of need on placement testing is required prior to enrollment in Adult Basic Skills classes.

Pre-registration and placement testing are available on a walk-in basis at:
Chesapeake College - Economic Development Center, 1000 College Circle, Wye Mills MD, every Wednesday at 1 PM and at 6 PM.
Chesapeake College - Cambridge Center, 416-418 Race Street, Room 206, Cambridge MD, every Tuesday at 9 AM and Thursday at 6 PM.
Other pre-registration locations, days and times available in Denton, Chestertown, Federalsburg and Easton. Please go to https://www.chesapeake.edu/continuing-education/abe-ase-overview for more details.

GED®/High School Diploma Options: For students that qualify during preregistration and placement testing, a referral will be made to our Transition Specialists for assistance in determining the best option for earning a Maryland High School Diploma. Subject specific, hybrid online and portfolio based (NEDP) options are available.

English Language Acquisition Classes (Clases de inglés): These classes are held throughout the five county region. The objective of these courses is to improve English Language speaking, listening, reading, writing, citizenship and math skills to allow the student to function both in society and on the work site. There is free childcare at many locations for parents of young children.

Advanced English Language Acquisition Classes: Students that qualify during pre-registration and assessment or report having advanced credentials in their home country are referred to our Transition Specialists for assistance in verification and conversion of credentials to United States equivalents and/or advanced writing and speaking classes to help them navigate into a college career pathway.

Integrated Education and Training Classes: Immigrant students that qualify during pre-registration and assessment and express interest may participate in skilled training programs like Welding, Certified Nursing Assistant and Early Childhood Teacher. These classes are taught concurrently with English language acquisition and the rights and responsibilities of citizenship.

Citizenship Classes: These classes are offered in partnership with the Chesapeake Multicultural Resource Center and help students determine their readiness for applying for citizenship.

INTERESTED IN LEARNING MORE ABOUT ANY OF OUR PROGRAMS?
Contact us. We offer community based and customized programs on our campus or at your location.

Elaine Wilson – ewilson@chesapeake.edu, 410-827-5835  
Program Director

Brenda Horrocks – bhorrocks@chesapeake.edu, 410-827-5929  
Registration & Assessment Coordinator

Speaks Spanish (Habla Español)

Trained Community Interpreter-Spanish

Danielle Thomas – dthomas@chesapeake.edu, 410-829-6043

GED® Class Information & Registration

Marci Leach – mleach@chesapeake.edu, 410-827-3412

National External Diploma Program

Jason Mullen – jmullen@chesapeake.edu,
410-443-3002 or 410-827-5930

Program Coordinator

Karen Luceti – kluceti@chesapeake.edu,
410-443-1163

ESL Information & Registration

Speaks Spanish (Habla Español)

Denise Kline – dkline@chesapeake.edu,
410-443-5928  
ESL Instructional Specialist

Joy Messick – jmessick@chesapeake.edu,
443-786-7403  
ABE/GED® Instructional Specialist

(410) 827-5850 • www.chesapeake.edu/continuing_ed
ADULT BASIC SKILLS

Rosa Pino-Cruz – rcruz@chesapeake.edu, 410-827-5839
Management Information Specialist
Speaks Spanish (Habla Español)
Trained Community Interpreter-Spanish

Lorelly Solano, Ph.D. - lsozano@chesapeake.edu
410-822-5400, Ext. 2486
ESL Transitions Specialist
Speaks Spanish (Habla Español)
Trained Community Interpreter-Spanish

Janet Hilty – jhilty@chesapeake.edu, 410-200-1714
Transitions Specialist

For a complete calendar of all Pre-registration and placement testing locations and dates, go to www.chesapeake.edu/continuing-education/abe-ase-overview. Funding for classes is provided by the MD Department of Labor, Licensing and Regulation (DLLR) and the MD Higher Education Commission (MHEC).

---

DO YOU HAVE A CHILD 0-3 YEARS OF AGE?
DO YOU NEED A HIGH SCHOOL DIPLOMA?
DO YOU WANT TO IMPROVE YOUR ENGLISH SKILLS?

We partner with Child Development Programs in Caroline, Dorchester, Kent, Queen Anne’s and Talbot counties to offer child care during some of our classes.
For more information, contact Danielle Thomas at 410-829-6043 or dthomas@chesapeake.edu., or attend any registration session.

---

Have you downloaded the Chesapeake app yet?
Don’t miss out.
Download today at https://guidebook.com/app/Chesapeake/
BUSINESS/ENTREPRENEURSHIP & SELF-EMPLOYMENT

The MD Small Business Development Center (MDSBDC) network is a partnership between the U.S. Small Business Administration and the University of MD, College Park. This partnership links private enterprise, government, higher education and local economic development organizations to provide management training, and technical assistance to MD’s small businesses. Small Business Development Center consultants work with entrepreneurs to produce practical solutions to business problems such as business plan development, management skills, cash flow, and marketing. In an effort to serve the Eastern Shore small business community, the Small Business Development Center, Chesapeake College, and Salisbury University co-sponsor the following seminars:

**READY, SET, GO!**

Are you someone who thinks you have a great business idea, but aren’t sure if you are ready to start your own business? Our free course shows you what you need to know in order to decide whether business ownership is right for you. To register, please contact Frannie Phillips at fphillips@chesapeake.edu or 410-822-5400 ext. 2340 for more information.

<table>
<thead>
<tr>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
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<td>5:30 – 6:30 pm</td>
<td>Cambridge/101</td>
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**SMART START YOUR BUSINESS**

If you are starting a small business, this is the course for you. In this small group session you will learn the basics of what it takes to start a business. Setting goals, developing a business plan and other topics will be discussed. Business plan guide and resource information will be provided. Class limited to 20 students. $49 course fee.

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<th>Course/Section</th>
<th>Days</th>
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**BUSINESS/LEADERSHIP & SUPERVISION**

**LEADERSHIP INSTITUTE**

The Leadership Institute is designed to help managers unlock their leadership potential. The program provides training for new and experienced supervisors and managers. The Leadership Institute includes specific management instruction and is designed to focus on the many aspects of effective supervision and management. This training provides employees with the skills and knowledge needed to perform more effectively in the workplace. Tuition: In-county $75, Out-of-county $80, Out-of-State $85. All students pay $750 course fee.

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<th>Course/Section</th>
<th>Days</th>
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<th>Instructor</th>
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<tr>
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<td>W</td>
<td>3/27 – 5/1/19</td>
<td>6</td>
<td>8:30 am – 4:30 pm</td>
<td>WYE Mills/TBD</td>
<td>Rob Levit</td>
</tr>
</tbody>
</table>
See the online course offerings section to find other business classes including:

- Administrative Assistant fundamentals
- Accounting Fundamentals
- Arts and Crafts as a Business
- AUTO CAD 2018
- COMP TIA A+ WITH ITIL Foundation
- Digital Game Artist Certificate
- Grammar Refresher
- Lean SIX SIGMA Green Belt and Blackbelt
- Learn to Buy & Sell on EBay
- Professional Bookkeeping with QuickBooks 2018
- Resume Writing
- Starting a Pet Sitting Business
- Secrets to Career Success

Turn to Chesapeake for Lifelong Learning

- Personal Enrichment
- Institute for Adult Learning

Learn more at
www.chesapeake.edu

Your time. Your place.
Chesapeake College

(410) 827-5850 • www.chesapeake.edu/continuing_ed
CHESPEAKE CHILD CARE

All child care courses are offered in partnership with the Chesapeake Child Care Resource Center and the Chesapeake College Division of Continuing Education and Workforce Training.

Chesapeake Child Care Resource Center Services provide comprehensive child care training services including certification courses, on-site training, training sessions that meet MSDE’s child care licensing requirements, and technical assistance (mentoring) on child-focused issues. For more information, go to www.cccrc.org.

Project Right Steps is a free program to assist parents and child care providers who are dealing with children ages birth through six who have “challenging behaviors”.

Child Care Career and Professional Development Fund provides scholarship funds for qualified child care providers who are seeking their Associate Degree in Early Childhood Education. CCCRC provides a counselor who can assist providers who are approved for this scholarship fund.

Chesapeake HELPS! is a free information and referral line that assists callers in finding needed local services. Information is provided through a toll-free telephone hotline: 1-888-722-4577 or at www.chesapeakehelps.org.

The Resource Center is located on the Chesapeake College campus in the Early Childhood Development Building. Resource Center Hours: 8:30 am to 5 pm. For more information, please call:

**Peg Anawalt**
Executive Director
410-822-5400, ext. 2357

**Donna Berger**
Early Childhood Program Coordinator
410-822-5400, ext. 2339

**Deanna Tobin**
Training and Technical Assistance, Specialist
410-822-5400, ext. 2353

**Lesley Fallon**
Career and Professional Development Fund, Counselor
410-822-5400, ext. 2358

**Denise Taylor-Turner**
Project Right Steps, Coordinator
410-822-5400, ext. 2321

**Chris Perkins**
Chesapeake HELPS!, Coordinator
410-822-5400, ext. 2325

In a continuing effort to meet the goal of quality, developmentally appropriate child care, every training course conducted through Chesapeake Child Care Resource Center will include discussion about inclusive care and focus on meeting the needs of individual children served in early care settings.

MEDICATION ADMINISTRATION TRAINING

This course is designed to meet the training requirement for all child care providers who provide medication to children enrolled in their child care program. The course teaches child care providers to safely administer medications, properly store them and accurately complete record-keeping. **Participants must also pass a 20 question test at the end of the course to receive a certificate.** NOTE: Course was developed by the MD State Department of Education. Core of Knowledge: HSN 6 hrs. **All students pay $60 course fee.**

<table>
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<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
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<th>Location/Room</th>
<th>Instructor:</th>
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<tr>
<td>CEU 838 9B</td>
<td>Sat</td>
<td>1/19/19</td>
<td>1</td>
<td>9 am – 4:15 pm</td>
<td>WYE Mills/HPAC-141</td>
<td>Melanie Conway</td>
</tr>
<tr>
<td>CEU 838 9C</td>
<td>Sat</td>
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<td>1</td>
<td>9 am – 4:15 pm</td>
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<td>CEU 838 9D</td>
<td>Sat</td>
<td>6/8/19</td>
<td>1</td>
<td>9 am – 4:15 pm</td>
<td>WYE Mills/HPAC-141</td>
<td>Melanie Conway</td>
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BASIC HEALTH & SAFETY TRAINING

This 5 hour state developed curriculum addresses Maryland Child Care Licensing requirements. Key topics for the training include: establishing and maintaining safe, healthy environments, teaching all children and youth safe practices to prevent and reduce injuries, record keeping and policy considerations, identification and reporting of child abuse, neglect and injurious treatment, sanitation practices and appropriate supervision of all children and youth at all times. Core of Knowledge: HSN 5 hrs. **All students pay $40 course fee.**

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<tr>
<td>CEU 626 9C</td>
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<tr>
<td>CEU 626 9D</td>
<td>Sat</td>
<td>5/4/19</td>
<td>1</td>
<td>9 am – 2:30 pm</td>
<td>WYE Mills/HPAC-141</td>
<td>Germaine Adams</td>
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INCLUDING ALL CHILDREN & THE ADA
This course provides essential information that every child care and education professional needs to know about the requirements of the Americans with Disabilities Act (ADA). Go beyond the definition of ADA to learn inclusionary best practices, strategies and resources for implementing an early childhood or school age environment that is inclusive to all children and families. Core of Knowledge: SN 3 hrs. **All students pay $25 course fee.**

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<td>6 - 9:15 pm</td>
<td>WYE Mills/EDC-27</td>
<td>Sarah Ross</td>
</tr>
</tbody>
</table>

EMERGENCY PREPAREDNESS FOR CHILD CARE
This course is funded through the Project Security Blanket Grant from the Maryland State Department of Education. For more details, go to: www.projectsecurityblanket.org. New providers can use this to satisfy both the Emergency Preparedness and the Professionalism training component required during their first year of registration. This training is designed for child care center staff, family child care providers, and informal providers. Training will build upon basic child care licensing requirements and address additional areas of concern that are now in the forefront of emergency preparedness planning. Core of Knowledge: PRO 3 hrs/HSN 3 hrs. Level-Beginning. **All students pay $15 course fee** (this course is not subject to the $5 college registration fee).

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<td>CEU 773 9B</td>
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<td>9 am – 4:15 pm</td>
<td>WYE Mills/HPAC-141</td>
<td>Deanna Tobin</td>
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</table>

CHILD CARE II: ACTIVITIES FOR YOUNG CHILDREN
This course introduces the principles, materials, and methods used with young children from birth through age six to involve them in safe and educational activities. **NOTE:** Students must take Child Care I and Child Care II to meet the Office of Child Care (OCC) Child Care Preschool Teacher certification requirements. Core of Knowledge: COMBO. Level-Beginning. Perfect attendance required. CEU’s awarded. **Tuition: In-county $40, Out-of-county $45, Out-of-State $50. All students pay $215 course fee.** *(T)*

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEU 813 9A</td>
<td>W</td>
<td>1/23 - 5/8/19</td>
<td>15</td>
<td>6 - 9:15 pm</td>
<td>WYE Mills/ ECDC-105</td>
<td>STAFF</td>
</tr>
</tbody>
</table>

INFANT DEVELOPMENT AND CARE
This course is designed to be an introduction to the field of infant child care. Students will focus on the growth and development of a child from conception through age three. This course meets the 45-hour education requirement set by the OCC for infant certification. Core of Knowledge: COMBO. Level-Beginning. Perfect attendance required. **Tuition: In-county $40, Out-of-county $45, Out-of-State $50. All students pay $215 course fee.** *(T)*

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEU 707 9A</td>
<td>Th</td>
<td>1/24 - 5/9/19</td>
<td>15</td>
<td>6 - 9:15 pm</td>
<td>WYE Mills/ ECDC-105</td>
<td>STAFF</td>
</tr>
</tbody>
</table>

MAKING FAMILIES WELCOME
This course provides child care providers with the tools for understanding positive partnerships with parents/guardians/family members. It is designed to help providers select a variety of ways for families to be represented in their classrooms so that the children feel comfortable and to stay connected to their families and community while they are in the child care setting. Core of Knowledge: COM 3 hrs. **All students pay $25 course fee.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CEU 669 9A</td>
<td>Sat</td>
<td>1/26/19</td>
<td>1</td>
<td>8 - 11:15 am</td>
<td>WYE/HPAC-141</td>
<td>STAFF</td>
</tr>
</tbody>
</table>

READY TO GROW!
This course is designed for child care providers interested in the benefits of creating a garden with children in their program. Participants will discuss the various developmental domains supported through gardening. Additional topics include developmentally appropriate ways to involve children in gardening activities and resources available for support. Core of Knowledge: CD 3 hrs. **All students pay $25 course fee.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>CEU 971 9A</td>
<td>Sat</td>
<td>3/30/19</td>
<td>1</td>
<td>8 - 11:15 am</td>
<td>WYE/HPAC-141</td>
<td>STAFF</td>
</tr>
</tbody>
</table>
CHILD CARE

TAKING LEARNING OUTSIDE
Look beyond the slide and climber to the many ways outdoor learning environments and play spaces can be used to support child development and learning. Topics include activity planning, environmental design, and selection of materials and equipment. Core of Knowledge: CUR 3 hrs. All students pay $25 course fee.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEU 627 9A</td>
<td>Sat</td>
<td>5/18/19</td>
<td>1</td>
<td>8 - 11:15 am</td>
<td>WYE Mills/HPAC-141</td>
<td>STAFF</td>
</tr>
</tbody>
</table>

ONLINE CHILD CARE COURSES:
• There are no face-to-face meetings.
• Students must provide an email address when they register.
• Once you have registered, you must email dtobin@chesapeake.edu for further instructions.
• The weekend before the first class date, students receive an email with log in information.
• All students are expected to log in as of the first class date.
• Most courses have a required textbook. Books can be purchased online from www/howardccbooks.com

General guidelines for online classes: You will need access to a computer, the internet and email to take these courses; sufficient computer skills are required, including using a word processing program to write and save your work on your computer. Provide your email address with your registration so we can send you log in instructions.

INFANT AND TODDLER CARE 45 HRS. ONLINE
Gain the skills necessary to work with infants and build communication skills to use with parents, co-workers and the public. Topics include growth and development, curriculum planning, goal setting, selection of age-appropriate materials, and methods for infants and toddlers birth to age 3. This certification course satisfies the MSDE requirement of 45 hours of infant-toddler curriculum training for child care teachers, directors, and family providers working with infants and toddlers. You must successfully complete class assignments to receive a certificate. Textbook is included and will be provided as a download in the online course. All students pay $260 course fee.

CEU 610 9NC: 1/16 - 3/6/19
CEU 610 9ND: 5/1 - 6/19/19

PRESCHOOL CURRICULUM & ACTIVITIES 45 HRS. ONLINE
Become prepared for a position in a child care center or preschool. This certification course satisfies the curriculum half of the MSDE requirement of 90 hours of training for child care teachers and directors working with preschoolers. Basic concepts of curriculum planning and implementation for children three to five years old are introduced. Topics include: teaching strategies, environment design, and implementation of best practices in early childhood education. This course and Child Growth & Development 45 hours are required to complete the 90-hour child care certification. You must successfully complete class assignments to receive a course certificate. Purchase textbook prior to class. All students pay $260 course fee. (T)

CEU 606 9NB: 1/9 - 2/27/19
CEU 606 9NC: 4/10 - 5/29/19

SCHOOL AGE CHILD CARE CURRICULUM 45 HRS. ONLINE
Gain the skills necessary to work in school-age child care programs. Topics include curriculum planning, age-appropriate materials and methods for children ages 6-13. This certification course satisfies the curriculum half of the MSDE requirement of 90 hours of child care training for teachers, directors and coordinators working with school-age children. You must successfully complete class assignments to receive a course certificate. Purchase textbook prior to class. All students pay $260 course fee. (T)

CEU 607 9NB: 1/21 - 3/11/19
CEU 607 9NC: 4/8 - 5/17/19

CHILD GROWTH AND DEVELOPMENT 45 HRS. ONLINE
This certification course satisfies the child development half of the MSDE requirement of 90 hours for child care teachers and directors. Gain a broad overview of major concepts, theories and research related to the social, emotional, cognitive, and physical development of the child from birth through age 12. This course and a 45-hour course in age-appropriate curriculum (preschool infant-toddler, or school-age) are required to complete the 90-hour certification for child care. You must successfully complete all course assignments to receive a course certificate. Purchase textbook prior to class. All students pay $260 course fee. (T)

CEU 611 9NC: 1/4 - 2/22/19
CEU 611 9ND: 4/5 - 5/24/19
CHILD CARE ADMINISTRATION ONLINE
This course prepares prospective directors to administer and manage a child care center. Topics include state requirements and compliance standards for physical facilities, licensing, insurance, and staffing child care programs. Other topics include recordkeeping, budget and bookkeeping, personnel selection, training and managing staff, food services, equipment, materials, and community involvement. This certification course satisfies the MSDE requirement for 45 hours of administrative training for child care center directors. You must successfully complete class assignments to receive a course certificate. Purchase textbook prior to class. All students pay $260 course fee. (T)

CEU 609 NC: 2/4 - 3/25/19
CEU 609 ND: 5/6 - 6/24/19

FAMILY CHILD CARE PRE-SERVICE ONLINE
This class satisfies state training requirements for Family Child Care applicants and new providers to start and operate a home-based child care business. Includes a total of 24 clock-hours: 4 clock-hours of training in each of the state approved Core of Knowledge areas: Child Development, Curriculum, Health, Safety & Nutrition, Special Needs, Professionalism, and Community. You must successfully complete all coursework to receive a certificate. Course materials are provided in the online course. All students pay $235 course fee.

CEU 664 NB: 4/1 - 6/14/19

COMMUNICATION SKILLS FOR CHILD CARE PROFESSIONALS 9 HRS. ONLINE
This course introduces basic concepts of developing strong communication skills when working in a child care center. Topics include: speaking, writing, interpersonal communication strategies, and critical reading techniques, with a focus on communication with parents and co-workers, and communication issues within a typical child care day. Course materials provided in the online course. All students pay $95 course fee.

CEU 612 NB: 3/18 - 4/1/19

3 HOUR ONLINE CHILD CARE COURSES
These classes are designed to help you get your program aligned with MD EXCELS as well as to help you reach higher MD Child Care Credential levels. These courses are identified by MSDE in the Staff Credential (proposed) modifications for levels 2, 3 and 4, but would benefit all providers. All students pay $50 course fee.

Please note the following about these courses:
- You can complete online courses at your own pace, with instructor guidance; each one takes approximately three hours to complete (completion times may vary).
- Once you have registered, you must email dtobin@chesapeake.edu to request login instructions.
- You will need access to a computer, the internet and email to take an online course.
- Please allow up to 5 business days for your account to become active.
- No refunds or transfers.

INCLUDING ALL CHILDREN & THE ADA
This course provides essential information that every child care and education professional needs to know about the requirements of the Americans with Disabilities Act (ADA). Go beyond the definition of ADA to learn inclusionary best practices, strategies and resources for implementing an early childhood or school age environment that is inclusive to all children and families. Core of Knowledge: SN 3 hrs.

CEU 634 NC Online (you may register for and begin this class anytime between 1/3 - 3/22/19)
CEU 634 ND Online (you may register for and begin this class anytime between 4/1 - 6/14/19)

RESOURCES THAT GUIDE DAILY PLANNING
This course is designed to provide child care and early childhood education professionals with an explanation of key concepts of curriculum planning and implementation, including frameworks, standards, guidelines, planning tools and state-approved curriculum resources aimed to promote quality programming and enhanced learning. Core of Knowledge: Cur 3 hrs.

CEU 631 NB Online (you may register for and begin this class anytime between 4/1 - 6/14/19)

PLAYGROUND SAFETY
Become more prepared to plan for a fun and safe playground, and learn the role of the child care provider in supervising and implementing safety procedures, from age appropriate and accessible playground equipment to appropriate supervision, and safety checks. Core of Knowledge: HSN 3 hrs.

CEU 624 NB Online (you may register for and begin this class anytime between 4/1 - 6/14/19)
CHILD CARE

THE CHILD CARE PROVIDER AS A PROFESSIONAL
Examine the components of professionalism that promote a successful work environment and relationships, including ethical codes of conduct, federal, state and local organizations that support professional development in child care and education. Core of Knowledge: Pro 3 hrs.

CEU 625 NB  Online (you may register for and begin this class anytime between 4/1 - 6/14/19)

CONFLICT RESOLUTION STRATEGIES
Take effective steps to develop professional and positive relationships with staff, children, families and the community through the practice of conflict resolution strategies. Examine typical situations that may lead to conflict, how to address conflict in a professional manner and promote resolution. MSDE Core of Knowledge: Pro 3 hrs.

CEU 622 NB  Online (you may register for and begin this class anytime between 4/1 - 6/14/19)

FAMILY AND COMMUNITY PARTNERSHIPS
Learn how to access the many helpful resources that are available right in our community that can benefit children and families, and how to be an advocate for parents and children with ongoing needs related to health, education and referral services. MSDE Core of Knowledge: Com 3 hrs.

CEU 621 NB  Online (you may register for and begin this class anytime between 4/1 - 6/14/19)

INTRODUCTION TO THE ENVIRONMENTAL RATING SCALES
Maryland has identified the ERS environmental rating scales as a quality improvement tool for child care programs participating in MD EXCELS. Learn how the ERS can be used to evaluate the child care environment, identify strengths and areas needing improvement, and increase your program’s quality. MSDE Core of Knowledge: Pro 3 hrs.

CEU 629 NB  Online (you may register for and begin this class anytime between 4/1 - 6/14/19)

ED2GO
The following Spanish course is offered online every month. You will have access to your classroom 24 hours a day, seven days a week from any computer with Internet connection. For information on how to register for these courses, please contact Deanna Tobin 410-822-5400 ext. 2353, dtobin@chesapeake.edu.

SPANISH IN THE CLASSROOM
This course is designed for teachers interested in learning the essential Spanish to bridge the communication gap with their Spanish-speaking students and parents. Students will learn new words in easy-to-digest bites, and each lesson will include Supplementary Material to help you keep expanding your vocabulary. Topics covered include the basics of Spanish pronunciation, simple words for everyday things, such as colors, numbers, and question words. Additional topics include words related to enrolling new students, conversing in the classroom, talking about rules and behavior, and basic vocabulary for various academic subjects. Finally, students will practice survival phrases for the parent-teacher conference as you learn to describe how a child is doing, talk about academic or behavior problems. Core of Knowledge: COM 24 hrs. All students pay $110 course fee.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Dates</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEG 248</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Tara Bradley Williams</td>
</tr>
</tbody>
</table>

For information on how to register for this course, please contact Deanna Tobin 410-822-5400 ext. 2353, dtobin@chesapeake.edu.

Note: Due to the nature of grant funding, courses not listed in this schedule may be offered by the Chesapeake Child Care Resource Center. For more information, call 410-822-5400, ext. 2357
CULINARY/HOTEL/RESTAURANT

BARTENDING TRAINING
This course is designed to prepare students for a career as a professional bartender. Topics will include opening and closing procedures, bar set-up and organization, product knowledge and customer service. Participants will apply the knowledge of terminology and mixing techniques to prepare a variety of beverages. Servers are taught responsible bartending, including alcohol awareness and how to respond appropriately (TIPS training) to difficult situations. You must be 21 years of age to take this course.

All students pay course fee: $289.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEG 494 9B</td>
<td>M, T</td>
<td>2/25 – 3/11/19</td>
<td>5</td>
<td>6 – 9:30 pm</td>
<td>TBD</td>
<td>Andrea Wolters</td>
</tr>
<tr>
<td>CEG 494 9C</td>
<td>M, T</td>
<td>5/20 – 6/4/19</td>
<td>5</td>
<td>6 – 9:30 pm</td>
<td>TBD</td>
<td>Andrea Wolters</td>
</tr>
</tbody>
</table>

For additional information, contact Leanne Allen at lallen@chesapeake.edu or 410-827-5851

CAKE DECORATING FOR BEGINNERS
This class begins with the basic fundamentals of decorating and follows with hands-on participation in a variety of cake decorating techniques including icing preparation, creating borders, adding finishing touches, and more. For a list of supplies needed for the course, call 410-827-5810 or email lthomas@chesapeake.edu. Course fee $99.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CES 253 9B</td>
<td>M</td>
<td>2/18 – 3/19/19</td>
<td>3</td>
<td>6 – 9 pm</td>
<td>WYE Mills/TPAC Kitchen</td>
<td>Karen Callahan</td>
</tr>
</tbody>
</table>

ADVANCED CAKE DECORATING
Students will learn advanced techniques such as basket weaving, string work, stacking, and tiering cake constructions. Hands-on participation will include making roses, flowers, and decorations to accessorize your beautiful cake creation. For a list of supplies needed for the course, call 410-827-5810 or email lthomas@chesapeake.edu. Course fee $99.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
</table>

EVENT PLANNING 101
Learn how to create and coordinate successful special events. Discover expert strategies, tips, tools, techniques, and procedures to avoid costly planning errors. Students must create an online account in order to access classroom. For more information, go to www.ed2go.com/Chesapeake or contact etrouman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Dates</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEG 176</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Cynthia Grzelak</td>
</tr>
</tbody>
</table>

If you need help locating community services, CHESAPEAKE HELPS! is the call to make. Call TOLL FREE 1-866-722-HLPS, or visit www.chesapeakehelps.org to see the wide variety and complete descriptions of service categories available.

We will direct you to the appropriate agency to assist you with services and programs offered in Queen Anne's County.

In partnership with:
Chesapeake Child Care Resource Center,
Chesapeake College & Community
Partnerships for Children and Families.
HEALTHCARE CAREERS ORIENTATION SESSIONS

Interested in the healthcare field? Learn about the wide array of career pathways offered at Chesapeake College by attending a Health Careers Orientation. Specific information regarding course requirements, tuition, and the processes/information required for registration will be covered. Orientations are free and open to the public, advance registration is not necessary.

Students interested in enrolling in the Administrative Medical Assistant, Clinical Medical Assistant, Medical Coding Professional, Pharmacy Technician, Nursing Assistant, Dental Assistant, or Veterinary Assistant courses are required to attend an orientation session. All sessions are held on the Wye Mills campus, visit www.chesapeake.edu or email CEhealthcare@chesapeake.edu for more information.

Orientation Schedule through September 2019

<table>
<thead>
<tr>
<th>Date</th>
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</tr>
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<tbody>
<tr>
<td>12/5/2018</td>
<td>10-11:30 am</td>
<td>WYE Mills campus</td>
</tr>
<tr>
<td>12/12/2018</td>
<td>5-6:30 pm</td>
<td>WYE Mills campus</td>
</tr>
<tr>
<td>1/9/2019</td>
<td>10-11:30 am</td>
<td>WYE Mills campus</td>
</tr>
<tr>
<td>1/23/2019</td>
<td>5-6:30 pm</td>
<td>WYE Mills campus</td>
</tr>
<tr>
<td>2/6/2019</td>
<td>10-11:30 am</td>
<td>WYE Mills campus</td>
</tr>
<tr>
<td>2/20/2019</td>
<td>5-6:30 pm</td>
<td>WYE Mills campus</td>
</tr>
<tr>
<td>3/6/2019</td>
<td>10-11:30 am</td>
<td>WYE Mills campus</td>
</tr>
<tr>
<td>3/20/2019</td>
<td>5-6:30 pm</td>
<td>WYE Mills campus</td>
</tr>
<tr>
<td>4/3/2019</td>
<td>10-11:30 am</td>
<td>WYE Mills campus</td>
</tr>
<tr>
<td>4/17/2019</td>
<td>5-6:30 pm</td>
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</tr>
<tr>
<td>5/8/2019</td>
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<td>WYE Mills campus</td>
</tr>
<tr>
<td>5/22/2019</td>
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<td>WYE Mills campus</td>
</tr>
<tr>
<td>6/5/2019</td>
<td>10-11:30 am</td>
<td>WYE Mills campus</td>
</tr>
<tr>
<td>6/19/2019</td>
<td>5-6:30 pm</td>
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</tr>
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<td>7/3/2019</td>
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<tr>
<td>7/17/2019</td>
<td>5-6:30 pm</td>
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<td>7/3/2019</td>
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<td>WYE Mills campus</td>
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<tr>
<td>7/17/2019</td>
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<td>8/7/2019</td>
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<td>8/21/2019</td>
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<td>9/4/2019</td>
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<tr>
<td>9/18/2019</td>
<td>5-6:30 pm</td>
<td>WYE Mills campus</td>
</tr>
</tbody>
</table>

*For the most current information on our offerings go to:

https://www.chesapeake.edu/continuing-education/healthcare
NURSING ASSISTANT

This MD Board of Nursing approved program prepares students to work as a Certified Nursing Assistant (CNA) in a variety of health care settings. Upon successful completion of the theory and clinical training, students are eligible to take the Geriatric Nursing Assistant (GNA) exam. Class size is limited to eight students. Daytime and evening classes are generally two evenings or two days during the week and are offered throughout the year in Wye Mills and Cambridge. Course requirements: College placement test, favorable criminal background check, drug screening, updated immunizations, perfect attendance, and CPR for healthcare providers. Students must attend a Health Careers Orientation and Career Planning for CNA/GNA prior to acceptance into the training. Uniform and textbook are required for class. Tuition: In-county $100, Out-of-county $105, Out-of-State $110. Course fee $1,375.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 19</td>
<td>5 – 9 pm</td>
<td>Wye Mills</td>
<td>Linda Houchens</td>
</tr>
<tr>
<td>February 19</td>
<td>5 – 9 pm</td>
<td>Cambridge</td>
<td>Kastine Farmer</td>
</tr>
<tr>
<td>February 19*</td>
<td>8 am – 4:30 pm</td>
<td>Wye Mills</td>
<td>Stephanie Allen</td>
</tr>
<tr>
<td>March 2019</td>
<td>8 am – 4:30 pm</td>
<td>Wye Mills</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>March 2019</td>
<td>5 – 9 pm</td>
<td>Wye Mills</td>
<td>Sedonna Brown</td>
</tr>
<tr>
<td>May 2019</td>
<td>8 am – 4:30 pm</td>
<td>Wye Mills</td>
<td>Melanie Ball-Pearson/</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Linda Houchens</td>
</tr>
<tr>
<td>June 2019</td>
<td>8 am – 4:30 pm</td>
<td>Cambridge</td>
<td>Kastine Farmer</td>
</tr>
<tr>
<td>August 2019*</td>
<td>8 am – 4:30 pm</td>
<td>Wye Mills</td>
<td>Stephanie Allen</td>
</tr>
<tr>
<td>September 19</td>
<td>5 – 9 pm</td>
<td>Wye Mills</td>
<td>Sedonna Brown</td>
</tr>
</tbody>
</table>

* Saturday only
For course schedules, email CEhealthcare@chesapeake.edu.

CAREER PLANNING FOR CNA/GNAs

This pre-requisite course provides an overview of the CNA/GNA training and the applications for the drug testing and a criminal background check required for certification from the MD Board of Nursing. Tuition: In-county $10, Out-of-county $15, Out-of-State $20. Course fee $175.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEI 165 9K</td>
<td>T</td>
<td>12/4/2018</td>
<td>1</td>
<td>5 – 9 pm</td>
<td>WYE Mills/EDC-26</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9L</td>
<td>Th</td>
<td>12/13/2018</td>
<td>1</td>
<td>9 am – 12 pm</td>
<td>Cambridge/201-B</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9M</td>
<td>T</td>
<td>1/15/2019</td>
<td>1</td>
<td>5 – 9 pm</td>
<td>WYE Mills/EDC-26</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9N</td>
<td>Th</td>
<td>1/31/2019</td>
<td>1</td>
<td>9 am – 12 pm</td>
<td>Cambridge/201-B</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9O</td>
<td>T</td>
<td>2/12/2019</td>
<td>1</td>
<td>5 – 9 pm</td>
<td>WYE Mills/EDC-26</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9P</td>
<td>Th</td>
<td>2/28/2019</td>
<td>1</td>
<td>9 am – 12 pm</td>
<td>Cambridge/201-B</td>
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</tr>
<tr>
<td>CEI 165 9Q</td>
<td>T</td>
<td>3/12/2019</td>
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<td>WYE Mills/EDC-26</td>
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</tr>
<tr>
<td>CEI 165 9R</td>
<td>Th</td>
<td>3/28/2019</td>
<td>1</td>
<td>9 am – 12 pm</td>
<td>Cambridge/201-B</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9S</td>
<td>T</td>
<td>4/9/2019</td>
<td>1</td>
<td>5 – 9 pm</td>
<td>WYE Mills/EDC-26</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9T</td>
<td>Th</td>
<td>4/25/2019</td>
<td>1</td>
<td>9 am – 12 pm</td>
<td>Cambridge/201-B</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9U</td>
<td>T</td>
<td>5/14/2019</td>
<td>1</td>
<td>5 – 9 pm</td>
<td>WYE Mills/EDC-26</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9V</td>
<td>Th</td>
<td>5/30/2019</td>
<td>1</td>
<td>9 am – 12 pm</td>
<td>Cambridge/201-B</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9W</td>
<td>T</td>
<td>6/11/2019</td>
<td>1</td>
<td>5 – 9 pm</td>
<td>WYE Mills/EDC-26</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9X</td>
<td>Th</td>
<td>6/27/2019</td>
<td>1</td>
<td>9 am – 12 pm</td>
<td>Cambridge/201-B</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9A</td>
<td>T</td>
<td>7/9/2019</td>
<td>1</td>
<td>5 – 9 pm</td>
<td>WYE Mills/EDC-26</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEI 165 9B</td>
<td>Th</td>
<td>7/25/2019</td>
<td>1</td>
<td>9 am – 12 pm</td>
<td>Cambridge/201-B</td>
<td>Melanie Ball-Pearson</td>
</tr>
</tbody>
</table>
HEALTHCARE

CPR AND FIRST AID FOR HEALTHCARE PROVIDERS
This course is designed to provide training that will qualify students for a two year American Heart Association Health Care Provider Basic Life Support (BLS) certification in CPR and an American Heart Association certification in basic first aid. Textbook is required. For more information, contact CEHealthcare@chesapeake.edu. All students pay $165 course fee.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEH 404 9B</td>
<td>Sat</td>
<td>3/9/2019</td>
<td>1</td>
<td>9 am – 6 pm</td>
<td>WYE Mills/HPAC-TBD</td>
<td>Elaine Reed</td>
</tr>
</tbody>
</table>

CERTIFIED MEDICINE AIDE
Students with at least one year of experience as a Geriatric Nursing Assistant (GNA) and currently employed in a long-term healthcare facility recognized by the State of MD can earn the Certified Medicine Aide (CMA) designation. This course complies with MD’s Dept. of Health and Mental Hygiene guidelines. Class limited to eight students. For more information on the application process, email: CEHealthcare@chesapeake.edu. Tuition: In-county $30, Out-of-county $35, Out-of-State $60. All students pay $335 course fee.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tr>
<td>CEI 269 B</td>
<td>F, Sat, Sun</td>
<td>3/8 – 4/21/19</td>
<td>12</td>
<td>F – 5 – 9 pm</td>
<td>WYE Mills/HPAC &amp; CN</td>
<td>Elaine Reed</td>
</tr>
</tbody>
</table>

MEDICINE AIDE RECERTIFICATION
This course is designed to provide Certified Medicine Aides with the recertification training required by the MD Dept. of Health and Mental Hygiene. Students must verify they have practiced in a licensed nursing home under their current license for at least 100 hours within the two years immediately preceding admission to the recertification class. Students must bring a copy of their current Medicine Aide Certificate prior to registering. For an approval to register, contact CEHealthcare@chesapeake.edu. Class is limited to 27 students. Tuition: In-county $25, Out-of-county $30, Out-of-State $35. All students pay $90 course fee.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
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<th>Sessions</th>
<th>Time</th>
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<th>Instructor:</th>
</tr>
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<tbody>
<tr>
<td>CEI 283 C</td>
<td>T, W, Th</td>
<td>1/15 – 1/17/19</td>
<td>3</td>
<td>6:15 – 9 pm</td>
<td>WYE Mills/HPAC &amp; CN</td>
<td>Elaine Reed</td>
</tr>
<tr>
<td>CEI 283 A</td>
<td>T, W, Th</td>
<td>7/9 – 7/11/19</td>
<td>3</td>
<td>6:15 – 9 pm</td>
<td>WYE Mills/HPAC &amp; CN</td>
<td>Elaine Reed</td>
</tr>
</tbody>
</table>

CASE MANAGER DELEGATE NURSE
This training is required by the MD Board of Nursing for Case Managers and Delegating Nurses working with assisted living facilities. It focuses upon the role of the Case Manager Delegate Nurse in relationship to the manager, staff and residents of assisted living facilities and also trains the RN to teach the Medication Technician for Assisted Living course. Prerequisites: Current Maryland RN license. Textbook is required. For more information, contact CEHealthcare@chesapeake.edu. Tuition: In-county $50, Out-of-County $55, Out-of-state $60. All students pay $345 course fee.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEI 504 B</td>
<td>F, Sat</td>
<td>1/25 – 2/2/19</td>
<td>4</td>
<td>F – 5 – 9 pm</td>
<td>WYE Mills/TBD</td>
<td>Elaine Reed</td>
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</tbody>
</table>

MEDICATION TECHNICIAN FOR ASSISTED LIVING
This training will prepare students to work within an assisted living facility to track and administer pharmaceutical drugs for patients, monitor side effects, and work as a part of the healthcare team. Prerequisites: minimum score of 45 on the College’s reading comprehension and arithmetic placement tests. Textbook is required. For more information, contact CEHealthcare@chesapeake.edu. All students pay $295 course fee.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEH 402 B</td>
<td>F, Sat, Sun</td>
<td>2/22 – 3/2/19</td>
<td>4</td>
<td>F – 5 – 9 pm</td>
<td>WYE Mills/TBD</td>
<td>Elaine Reed</td>
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</table>

Tuition: In-county $50, Out-of-County $55, Out-of-State $60. All students pay $345 course fee.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
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<tr>
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<td>1/15 – 1/17/19</td>
<td>3</td>
<td>6:15 – 9 pm</td>
<td>WYE Mills/HPAC &amp; CN</td>
<td>Elaine Reed</td>
</tr>
<tr>
<td>CEI 283 A</td>
<td>T, W, Th</td>
<td>7/9 – 7/11/19</td>
<td>3</td>
<td>6:15 – 9 pm</td>
<td>WYE Mills/HPAC &amp; CN</td>
<td>Elaine Reed</td>
</tr>
</tbody>
</table>

CASE MANAGER DELEGATE NURSE
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<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEI 504 B</td>
<td>F, Sat</td>
<td>1/25 – 2/2/19</td>
<td>4</td>
<td>F – 5 – 9 pm</td>
<td>WYE Mills/TBD</td>
<td>Elaine Reed</td>
</tr>
</tbody>
</table>

MEDICATION TECHNICIAN FOR ASSISTED LIVING
This training will prepare students to work within an assisted living facility to track and administer pharmaceutical drugs for patients, monitor side effects, and work as a part of the healthcare team. Prerequisites: minimum score of 45 on the College’s reading comprehension and arithmetic placement tests. Textbook is required. For more information, contact CEHealthcare@chesapeake.edu. All students pay $295 course fee.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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</thead>
<tbody>
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<td>F, Sat, Sun</td>
<td>2/22 – 3/2/19</td>
<td>4</td>
<td>F – 5 – 9 pm</td>
<td>WYE Mills/TBD</td>
<td>Elaine Reed</td>
</tr>
</tbody>
</table>
MEDICATION TECHNICIAN FOR ASSISTED LIVING REFRESHER
This training will provide the refresher to prepare students for the Medication Technician recertification as required by the MBON. Prerequisites: Active MBON Certified Medication Technician certificate and minimum score of 45 on the College’s reading comprehension and arithmetic placement tests. Textbook is required. For more information, contact CEHealthcare@chesapeake.edu. All students pay $195 course fee.

| Course/Section | Day | Date       | Sessions | Time             | Location/Room      | Instructor:
<table>
<thead>
<tr>
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<td>CEH 403 B</td>
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<td>3/2/19</td>
<td>1</td>
<td>12:30 – 4:30 pm</td>
<td>WYE Mills/TBD</td>
<td>Elaine Reed</td>
</tr>
</tbody>
</table>

NATIONAL NURSE AIDE ASSESSMENT PROGRAM REFRESHER COURSE (NNAAP)
This training is designed for students who have never taken the NNAAP exam or who have attempted either portion of the exam but have not successfully passed it. Prerequisites: Active CNA number listed on the MBON CNA registry. Completion date for the Certified Nursing Assistant Program in Maryland less than one year from the test date listed on the course schedule. NNAAP Test fees of $70 (skills only) and $35 (written only) are not included in program costs. Approval to test is required. For more information, contact mballpearson@chesapeake.edu.

NNAAP Test Prep – Skills only: All students pay $75 course fee.

| Course/Section | Day | Date       | Sessions | Time             | Location/Room      | Instructor:
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>CEH 401 A</td>
<td>Th, F</td>
<td>12/6 – 12/7/18</td>
<td>2</td>
<td>8 am – 4:30 pm</td>
<td>WYE Mills/TBD</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEH 401 B</td>
<td>Th, F</td>
<td>3/28 – 3/29/19</td>
<td>2</td>
<td>8 am – 4:30 pm</td>
<td>WYE Mills/TBD</td>
<td>Melanie Ball-Pearson</td>
</tr>
</tbody>
</table>

NNAAP Test Prep – Written only: All students pay $55 course fee.

| Course/Section | Day | Date   | Sessions | Time       | Location/Room      | Instructor:
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>CEH 400 A</td>
<td>Th</td>
<td>12/13/18</td>
<td>1</td>
<td>8 am – 12 pm</td>
<td>WYE Mills/TBD</td>
<td>Melanie Ball-Pearson</td>
</tr>
<tr>
<td>CEH 400 B</td>
<td>F</td>
<td>2/22/19</td>
<td>1</td>
<td>8 am – 12 pm</td>
<td>WYE Mills/TBD</td>
<td>Melanie Ball-Pearson</td>
</tr>
</tbody>
</table>

DENTAL

DENTAL ASSISTING PROGRAM
The Dental Assisting Program consists of four courses: Basic Dental Assisting, Oral Radiography Techniques, Oral Radiography–Clinical, and a Dental Assisting Internship which includes 75 hours in the classroom, 12 hours at a clinical site, and a 45 hour internship. Students need to register for all four courses to complete the program. Successful completion of this program allows graduates to take either the DANB Radiation Health and Safety Exam or the MD State Board of Dental Examiners Intraoral Radiology Exam administered by DANB. Passing the exam provides the required license for employment as a Dental Radiation Technologist. Prerequisites to enter program: dental program application, high school diploma or G.E.D., and a minimum score of 75 on the College’s Reading Comprehension placement test. Applications and placement test forms are available by emailing CEHealthcare@chesapeake.edu. The orientation calendar can be found at https://www.chesapeake.edu/continuing-education/healthcare. Tuition: In-county $100, Out-of-county $105, Out-of-State $110 plus all students pay $1,575 course fee, plus textbook.

BASIC DENTAL ASSISTING
This 45-hour course focuses on mouth anatomy and teeth surfaces, infection control procedures in a dental office, documenting medical histories, chair side assisting, cements, algates and other dental materials.

| Course/Section | Day | Date       | Sessions | Time             | Location/Room      | Instructor:
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>CEX 292 B</td>
<td>Sat</td>
<td>3/2 – 4/27/19</td>
<td>9</td>
<td>8:30 am – 2 pm</td>
<td>WYE Mills/HPAC-229/225</td>
<td>Roseanne Morgan</td>
</tr>
<tr>
<td>CEX 292 A</td>
<td>Sat</td>
<td>8/24 – 10/19/19</td>
<td>9</td>
<td>8:30 am – 2 pm</td>
<td>WYE Mills/HPAC-229/225</td>
<td>Roseanne Morgan</td>
</tr>
</tbody>
</table>
HEALTHCARE

ORAL RADIOGRAPHY TECHNIQUES
This 30-hour course, approved by the MD State Board of Dental Examiners, enhances the students’ skills in working with x-rays and prepares them for the MD State Board Radiation Health and Safety Examination. Topics include the history of dental radiography, properties and production of x-rays, biological effects of ionizing radiation, radiation safety and x-ray protection.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEI 645 B</td>
<td>Sat</td>
<td>5/11 – 6/15/19</td>
<td>5</td>
<td>8 am – 2 pm</td>
<td>WYE Mills/HPAC-229/225</td>
<td>Dr. Jean Carlson</td>
</tr>
<tr>
<td></td>
<td></td>
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<tr>
<td>CEI 645 A</td>
<td>Sat</td>
<td>10/26 - 11/23/19</td>
<td>5</td>
<td>8 am – 2 pm</td>
<td>WYE Mills/HPAC-229/225</td>
<td>Dr. Jean Carlson</td>
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</tbody>
</table>

ORAL RADIOGRAPHY - CLINICAL
This 12-hour course provides hands-on training and an opportunity to practice taking radiographs under the supervision of a dentist instructor.

<table>
<thead>
<tr>
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<th>Day</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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</thead>
<tbody>
<tr>
<td>CEI 700 B</td>
<td>F</td>
<td>5/31 – 6/7/19</td>
<td>2</td>
<td>9 am – 3:30 pm</td>
<td>Carlson Dental Office - Cambridge</td>
<td>Dr. Jean Carlson</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>CEI 700 A</td>
<td>F</td>
<td>11/1 – 11/8/19</td>
<td>2</td>
<td>9 am – 3:30 pm</td>
<td>Carlson Dental Office - Cambridge</td>
<td>Dr. Jean Carlson</td>
</tr>
</tbody>
</table>

BLS HEALTHCARE PROVIDER COURSE
Dental Assisting students are required to have the American Heart Association BLS Healthcare Provider CPR certification before their Internship. The course is taught according to the guidelines of the American Heart Association.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tr>
<td>CEX 711 BB1</td>
<td>Sat</td>
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<td>1</td>
<td>3 – 8 pm</td>
<td>WYE Mills/HPAC-143</td>
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<tr>
<td>CEX 711 AA</td>
<td>Sat</td>
<td>11/2/19</td>
<td>1</td>
<td>3 – 8 pm</td>
<td>WYE Mills/HPAC-143</td>
<td>STAFF</td>
</tr>
</tbody>
</table>

DENTAL ASSISTANT INTERNSHIP
This 45-hour internship provides Dental Assistant students who have successfully completed the Basic Dental Assisting and Oral Radiography classes with the opportunity for further valuable experience in one of Choptank Community Health System’s Dental Clinics.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEI 654 B1</td>
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<td>7/1/19, 7/8 – 7/12/19</td>
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<tr>
<td>CEI 654 B2</td>
<td>M, M-F</td>
<td>7/1/19, 7/15 – 7/19/19</td>
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<td>7/1 - 8 am – 2:30 pm</td>
<td>TBD</td>
<td>Dr. Jean Carlson</td>
</tr>
<tr>
<td>CEI 654 A1</td>
<td>M, M-F</td>
<td>1/6/20, 1/13 – 1/17/20</td>
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<td>1/6 - 8 am – 2:30 pm</td>
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<tr>
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<td>M, M-F</td>
<td>1/6/20, 1/20 – 1/24/20</td>
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<td>1/6 - 8 am – 2:30 pm</td>
<td>TBD</td>
<td>Dr. Jean Carlson</td>
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</table>

GENERAL CHAIRSIDE EXPANDED FUNCTIONS
This course is for dental assistants who are employed in a dental office to help prepare them for the EFDA (Expanded Functions Dental Assistant) Exam. The student must have a working knowledge of basic oral anatomy, dental terminology and basic infection control. Radiation certification is preferred but also not mandatory. Textbook, workbook and dental instruments guide books are the same as used in Chesapeake College’s Basic Dental Assistant course. Tuition: In-county $55, Out-of-county $60, Out-of-State $65. All students pay $640 course fee. (T)

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Day</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEX 644 A plus Labs</td>
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<td>11/2 – 12/7/19 No class 11/23 11/2 – 11/16/19</td>
<td>5 3</td>
<td>3:30 – 8 pm 8:30 am – 2 pm</td>
<td>WYE Mills/HPAC-229 WYE Mills/HPAC-225</td>
<td>Dr. Jean Carlson Roseanna Morgan</td>
</tr>
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</table>
EMERGENCY MEDICAL TECHNICIAN (EMT)

This MIESS approved program covers the theory and techniques of basic emergency medical care. The Emergency Medical Technician (EMT) provides basic life support care to critically ill or injured patients. EMTs work directly with another EMT to provide this level of care and in conjunction with a paramedic to provide advanced life support. EMTs learn to manage an airway using artificial devices, assess the severity of illness or injury, manage wounds and bleeding, immobilize fractures, perform CPR, utilize an automated defibrillator and a host of other procedures. Recent curriculum changes at the national and state level allow EMTs to assist with the administration of some medications. The clinical portion of this program will provide supervised experiences at clinical and field internship sites that allow students to practice basic patient assessments and to be exposed to a variety of sick and injured patients while under the direction of qualified instructors. For more information, email dtimms@chesapeake.edu. Tuition: In-county $100, Out-of-county $105, Out-of-State $110. Course fee $1,100.

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<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
</table>
| **Emergency Medical Technician I**  
CEI 252 9C                      | T, Th | 1/22 – 3/12/19    | 18       | T, Th, 6 – 10 pm  
Sat – 9 am - 4 pm     | WYE Mills/HPAC | Scott Wheatley   |
| **Emergency Medical Technician II**  
CEI 253 9C                      | T, Th | 3/14 – 4/25/19    | 16       | T, Th, 6 – 10 pm  
Sat – 9 am - 4 pm     | WYE Mills/HPAC | Scott Wheatley   |
| **Emergency Medical Technician III**  
CEI 254 9C                      | T, Th | 4/30 – 5/9/19     | 4        | T, Th  
6 – 10 pm          | WYE Mills/HPAC | Scott Wheatley   |

| **Emergency Medical Technician I**  
CEI 252 9D                      | M, W | 5/20 – 7/8/19  
No class 5/27/19     | 17     | M, W, 6 – 10 pm  
Sat – 9 am - 4 pm     | WYE Mills/HPAC | Scott Wheatley   |
| **Emergency Medical Technician II**  
CEI 253 9D                      | M, W | 7/10 – 8/24/19   | 18       | M, W, 6 – 10 pm  
Sat – 9 am - 4 pm     | WYE Mills/HPAC | Scott Wheatley   |
| **Emergency Medical Technician III**  
CEI 254 9D                      | M, W | 8/26 – 9/7/19    | 4        | M, W  
6 – 10 pm          | WYE Mills/HPAC | Scott Wheatley   |

*Students must register for Emergency Medical Technician (EMT) I, II and III, (CEI 252, 253, 254) at the same time.
HEALTHCARE

PHARMACY

PHARMACY TECHNICIAN CERTIFICATION (EXAM PREPARATION)
This comprehensive 50-hour course will prepare students to enter the pharmacy field and take the Pharmacy Technician Certification Board’s PTCB exam. Technicians work in hospitals, home infusion pharmacies, community pharmacies and other healthcare settings working under the supervision of a registered pharmacist. Course content includes medical terminology, reading and interpreting prescriptions and defining drugs by generic and brand names. Students will learn dosage calculations, I.V. flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control and billing and reimbursement. Course fee $1,599. For more information contact CEHealthcare@chesapeake.edu

Pre-requisites: 18 years of age and high school diploma or G.E.D. Students must attend a Health Career Orientation Session (see page 16 for orientation schedule). Prior to registering for the program, students must successfully complete the Chesapeake College placement test for reading comprehension and arithmetic with a proficiency score of 45 for each. In addition, students must successfully complete the online Medical Terminology course (CEI 541) prior to registration. For more information or to register, go to: www.ed2go.com/chesapeake.

Financial assistance may be available through the Deferred Payment Plan. For more information, go to https://www.chesapeake.edu/ecashier/.

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<tr>
<th>Course/Section</th>
<th>Dayss</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEI 400 B</td>
<td>T, Th</td>
<td>3/5 – 4/25/19</td>
<td>15</td>
<td>6 – 9:30 pm</td>
<td>WYE Mills/TBD</td>
<td>Kim Finelli</td>
</tr>
</tbody>
</table>

OFFICE SKILLS

ADMINISTRATIVE MEDICAL ASSISTANT
This program is intended to train students to help manage medical offices as well as to work as an administrative assistant in dental offices, and as health unit secretaries in hospitals. This 96-hour training program combines theory and practical instruction over 32 sessions, including two optional review sessions to help students prepare for their CMAA National Certification exam. Course instruction includes telephone skills and use of computer programs, appointment scheduling, medical record handling, filing, billing, insurance coding, transcription and general office etiquette. CMAA National Certification exam fee, BLS Healthcare Provider CPR and course completion certificate are included. Course fee $2,499. For more information contact CEHealthcare@chesapeake.edu.

Prerequisites: 18 years of age and high school diploma or G.E.D. Students must attend a Health Career Orientation Session (see page 16 for orientation schedule). Prior to registering for the program, students must successfully complete the Chesapeake College placement exam for reading comprehension and arithmetic with a proficiency score of 45 for each. In addition, students must successfully complete the online Medical Terminology course (course number: CEI 541) prior to registration. For more information or to register go to: www.ed2go.com/chesapeake.

Financial assistance may be available through the Deferred Payment Plan. For more information, go to: https://www.chesapeake.edu/ecashier/.

<table>
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<tr>
<th>Course/Section</th>
<th>Dayss</th>
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<th>Location/Room</th>
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<tbody>
<tr>
<td>CEI 853 B*</td>
<td>T, Th</td>
<td>2/26 – 6/18/19</td>
<td>32</td>
<td>5:30 – 8:45 pm</td>
<td>WYE Mills/TBD</td>
<td>Callahan/Greene</td>
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<tr>
<td>BLS Healthcare Provider CPR CEX 911 AMA4*</td>
<td>Sat</td>
<td>3/23/19</td>
<td>1</td>
<td>9 am - 1:30 pm</td>
<td>WYE Mills/TBD</td>
<td>Ryan Killough</td>
</tr>
</tbody>
</table>

* Students must register for CEI 853 and CEX 911 at the same time.
CLINICAL MEDICAL ASSISTANT PROGRAM
Clinical Medical Assistants work in a doctor’s office or clinic. This program is intended to train students in the necessary procedures to care for patients, perform simple lab tests and administer medications. This course is 140 hours of classroom instruction, including electrocardiography (EKG) and an introduction to phlebotomy. Supplies, CCMA National Certification exam fee, BLS Healthcare Provider CPR and course completion certificate are included. Course fee $2,799. For more information contact CEMedicalAssistant@chesapeake.edu.

Prerequisites: 18 years of age and diploma or G.E.D. Students must attend a Health Career Orientation Session (see page for orientation schedule). Prior to registering for the program, students must successfully complete the Chesapeake College placement exam for reading comprehension and arithmetic with a proficiency score of 45 for each. In addition, students must successfully complete the online Medical Terminology course (CEI 541) and online Human Anatomy & Physiology course (CEG 287) prior to registration. For more information, or to register, go to: www.ed2go.com/chesapeake. Students must register for Clinical Medical Assistant programs I and II and BLS Healthcare Provider CPR training. Financial assistance may be available through the Deferred Payment Plan. For more information, go to the website at: https://www.chesapeake.edu/ecashier/.

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<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tr>
<td>Clinical Medical Assistant I CEI 570 B*</td>
<td>M, W, Sat</td>
<td>2/18 – 4/17/19, 3/30, 4/13</td>
<td>19</td>
<td>M, W - 6 - 9:30 pm Sat - 9 am – 4:30 pm</td>
<td>WYE Mills/ TBD</td>
<td>Ryan Killough</td>
</tr>
<tr>
<td>Clinical Medical Assistant II CEI 571 B*</td>
<td>M, W, Sat</td>
<td>4/22 – 6/19/19, 4/27, 5/18, 6/1</td>
<td>20</td>
<td>M, W - 6 - 9:30 pm Sat - 9 am – 4:30 pm</td>
<td>WYE Mills/ TBD</td>
<td>Ryan Killough</td>
</tr>
<tr>
<td>BLS Healthcare Provider CPR CEX 811 CMBB1*</td>
<td>Sat</td>
<td>3/9/19</td>
<td>1</td>
<td>9 am - 1:30 pm</td>
<td>WYE Mills/ TBD</td>
<td>Ryan Killough</td>
</tr>
</tbody>
</table>

* Students must register for Clinical Medical Assistant I (CEI 570), Clinical Medical Assistant II (CEI 571) and CPR (CEX 811) at the same time.

ONLINE TRAINING IN THE HEALTHCARE FIELD
Chesapeake College offers six different online allied health training programs. A new section of each course begins on the 1st of each month. Students have online access to the training material for a period of 6 months. To obtain registration and section info, contact Ellen Troutman-Wallace at etroutman-wallace@chesapeake.edu. For more course details, go to: www.healthedtoday.com/chesapeake. Courses include all textbooks.

Financial assistance may be available through the Deferred Payment Plan. For more information, go to: https://www.chesapeake.edu/ecashier/.

CLINICAL MEDICAL ASSISTANT – CEI 260
Course fee $2,599.

EKG TECHNICIAN – CEI 300
Course fee $1,399.

PHARMACY TECHNICIAN – CEI 055
Course fee $1,399.

MEDICAL ADMINISTRATIVE ASSISTANT – CEI 056
Course fee $1,399.

DIALYSIS TECHNICIAN – CEI 059
Course fee $1,399.

MEDICAL BILLING AND CODING – CEI 086
Course fee $1,799.
HEALTHCARE

VETERINARY ASSISTANT

Chesapeake College’s Veterinary Assistant Training prepares students to work in the animal care field. As trained Veterinary Assistants, students will support veterinary technicians and veterinarians in a variety of inpatient and outpatient activities. The training consists of four non-credit courses that include supervised clinical practicum hours completed outside of the classroom. In order to receive a certificate of completion for this course, students will be required to take a final examination, attend 85 percent of the classroom hours, and complete the assigned practicum hours.

Veterinary Assistant Training uses live animals for teaching purposes. Chesapeake College takes all necessary safety precautions when students interact with live animals, however, the potential exists for students to be bitten, scratched or injured by an animal while participating in this training. Chesapeake College makes no representation concerning any animal’s exposure to rabies or other diseases and does not provide medical insurance or worker’s compensation for any injuries suffered while participating in this program. Students are required to show proof of medical insurance.

Pre-requisites: 18 years of age and high school diploma or G.E.D. Students must attend a Health Career Orientation Session (see page for orientation schedule). Prior to registering for the program, students must successfully complete the Chesapeake College placement exam for reading comprehension and arithmetic with a proficiency score of 45 for each. In addition, students must successfully complete the online Medical Terminology course (CEG 541) prior to registration. For more information, or to register, go to: www.ed2go.com/chesapeake. Financial assistance may be available through the Deferred Payment Plan. For more information, go to the website at: https://www.chesapeake.edu/ecashier/. For more information, contact CEHealthcare@chesapeake.edu.

VETERINARY ASSISTANT TRAINING I

This course is designed to provide an introduction to the field of veterinary medicine and the outpatient systems and exam room procedures for veterinary assistants and people starting entry-level careers in veterinary hospitals. Topics include: overview of the field of veterinary science, office procedures and client relations, cell make-up and exam room procedures. Clinical shirt and clinical book are included, students are required to purchase course textbook. Tuition: In-county $165, Out-of-county $170, Out-of-State $175. Course fee $185.

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<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEI 843 9A</td>
<td>W</td>
<td>9/11 – 10/23/19</td>
<td>7</td>
<td>6 – 9:15 pm</td>
<td>WYE Mills/HPAC</td>
<td>Dr. Katelin McConkey</td>
</tr>
</tbody>
</table>

VETERINARY ASSISTANT TRAINING II

This course is designed to provide an overview of laboratory procedures, drug therapy, and radiology procedures. Topics include: types of laboratory tests, microscope, drugs and radiology. Tuition: In-county $115, Out-of-county $120, Out-of-State $125. Course fee $135.

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<th>Course/Section</th>
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<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tr>
<td>CEI 844 9A</td>
<td>W</td>
<td>10/30 – 12/4/2019</td>
<td>5</td>
<td>6 – 9:15 pm</td>
<td>WYE Mills/HPAC</td>
<td>Dr. Katelin McConkey</td>
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</table>

VETERINARY ASSISTANT TRAINING III

This course is designed to provide information on in-patient care and treatment and clinical procedures. Topics include: IV catheterization, patient restraint, medications, nutrition, physical therapy, nail trims, bathing, enemas, and urine samples. Tuition: In-county $135, Out-of-county $140, Out-of-State $145. Course fee $130.

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<th>Course/Section</th>
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<th>Location/Room</th>
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<tbody>
<tr>
<td>CEI 845 9A</td>
<td>W</td>
<td>12/11/19 – 1/29/20</td>
<td>6</td>
<td>6 – 9:15 pm</td>
<td>WYE Mills/HPAC</td>
<td>Dr. Katelin McConkey</td>
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</table>

VETERINARY ASSISTANT TRAINING IV

This course is designed to provide an overview of surgical preparation, regulations and emergency room procedures. Topics include: surgical materials, operating room conduct and asepsis, surgery log, post-surgical clean-up, emergency room protocols and equipment. Tuition: In-county $135, Out-of-county $140, Out-of-State $145. Course fee $160.

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<th>Course/Section</th>
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<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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</thead>
<tbody>
<tr>
<td>CEI 846 9A</td>
<td>W</td>
<td>2/5 – 3/11/20</td>
<td>6</td>
<td>6 – 9:15 pm</td>
<td>WYE Mills/HPAC</td>
<td>Dr. Katelin McConkey</td>
</tr>
</tbody>
</table>
PERSONAL FITNESS TRAINER
Chesapeake College offers fitness training programs in partnership with the World Instructor Training Schools (W.I.T.S.), one of the only certifying bodies in the country which provides comprehensive practical training and internship components. W.I.T.S. is an approved provider of continuing education by the American Occupational Therapy Association, The National Certification Board for Therapeutic Massage and Bodywork, as well as IACET. The course is approved for 3 undergraduate academic credits by the American Council on Education. The course is a 62 hour program and is comprised of 16 hours lecture and 16 hours practical training. The National Exam is held on the last session. Topics include: biomechanics, exercise physiology, fitness testing, equipment usage and health assessment. Textbook is required, visit www.witseducation.com to order. Class size is limited. For more information, email CEHealthcare@chesapeake.edu. Tuition: In-county $30, Out-of-county $35, Out-of-State $40. All students pay Course fee $600.

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<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEX 379 9B</td>
<td>Sat</td>
<td>2/16 – 4/20/19 No class 3/16</td>
<td>9</td>
<td>9 am – 2 pm</td>
<td>WYE Mills/TPAC</td>
<td>STAFF</td>
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<tr>
<td>CEX 379 9C</td>
<td>Sat</td>
<td>6/8 – 8/10/19 No class 7/6</td>
<td>9</td>
<td>9 am – 2 pm</td>
<td>WYE Mills/TPAC</td>
<td>STAFF</td>
</tr>
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</table>

HYBRID FITNESS TRAINER COURSES
These courses offered in partnership with the World Instructor Training School are a combination of online and face-to-face lecture and practical training and testing. Contact CEHealthcare@chesapeake.edu for the flexible course start dates. All courses provide W.I.T.S. CEC's as well as I.A.C.E.T. CEUs and most require a textbook.

OLDER ADULT SPECIALIST CERTIFICATION
Get the training and education you need to serve the fastest growing fitness population. This 38 hour course includes 9 hours of ONLINE lecture, 9 hours of ONLINE practical training preparation, a LIVE 3 day practical training & testing. This unique specialist certification provides you with the specific knowledge and practical skills you'll need for working with older adult clientele. A 20-hour internship is required and a valid CPR/AED card must be presented to get the certification issued. Textbook required. This course provides 44 W.I.T.S. CEC's/ 4.4 IACET CEU's. Course fee $599.

GROUP EXERCISE CERTIFICATION
This is an updated, self-paced, 9-module hybrid certification course that includes online lecture videos, practical lab demonstrations and participation in a 4 day hands on practical lab. The Lectures cover the essentials and most recently published information regarding group exercise history, music, choreography, safety techniques, as well as basic applied science specifically relating to group exercise cardiovascular, muscular, and flexibility health. The Practical Labs encompass skill development for functional training, sports conditioning, circuit, boot camp, dance, step, kickboxing, hi-low, aqua, indoor cycling, and equipment-based class techniques. The written and practical exams are included in this course at the 4- day practical lab weekend. A 30-hour internship is required and a valid CPR/AED card must be presented to get the certification issued. Textbook required. This course provides 62 W.I.T.S. CEC’s/ 6.2 IACET CEU’s. Course fee $599.

ONLINE FITNESS TRAINER COURSES
These online courses are offered in partnership with the World Instructor Training School. Once you have registered, you must email CEHealthcare@chesapeake.edu to connect with your online training source. All courses provide W.I.T.S. CEC’s as well as I.A.C.E.T. CEUs. Most courses have a required textbook and can be purchased by calling 1-888-330-9487.

LIFESTYLE FITNESS COACHING CERTIFICATION
The most successful fitness professionals know that their clients' success depends on making significant lifestyle and behavior change. It's not enough to create an exercise program, you must also develop a relationship based on trust, understanding, and respect, in which you are able to communicate, motivate, and support your client toward reaching their goals. This class will help you develop the skills to do just that. This interactive course includes 9 hours of instruction including 2 hours of testing; and will teach you the skills of successful coaching and allow you to practice and build confidence in your coaching relationships. 11 W.I.T.S. CEC’s/ 1.1 IACET CEU’s. Course fee $399.
LIFESTYLE & LEISURE

CULINARY

CAKE DECORATING FOR BEGINNERS
This class begins with the basic fundamentals of decorating and follows with hands-on participation in a variety of cake decorating techniques including icing preparation, creating borders, adding finishing touches, and more. For a list of supplies needed for the course, call 410-827-5810 or email lthomas@chesapeake.edu. Course fee $99.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CES 253 9B</td>
<td>M</td>
<td>2/18 – 3/4/19</td>
<td>3</td>
<td>6 – 9 pm</td>
<td>WYE Mills/TPAC Kitchen</td>
<td>Karen Callahan</td>
</tr>
</tbody>
</table>

ADVANCED CAKE DECORATING
Students will learn advanced techniques such as basket weaving, string work, stacking, and tiering cake constructions. Hands-on participation will include making roses, flowers, and decorations to accessorize your beautiful cake creation. For a list of supplies needed for the course, call 410-827-5810 or email lthomas@chesapeake.edu. Course fee $99.

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<tr>
<th>Course/Section</th>
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LANGUAGES

NEW! THE COMMUNITY INTERPRETER® INTERNATIONAL
The Community Interpreter® International training will prepare students to facilitate meaningful communication between service providers and Limited English Proficient (LMP) members of the community. Topics to be covered in this 44 hour interactive and skills based course will include: ethics and conduct, terminology, positioning, modes of interpreting, steps for sight translation, intervention strategies, and cultural mediation. A 2-hour final exam will be held on Thursday, 5/2/19, following successful completion of the course. For more information, email: lthomas@chesapeake.edu or call 410-827-5810. Course fee $750. Textbook and testing fee included.

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<tr>
<th>Course/Section</th>
<th>Days</th>
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<th>Time</th>
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<th>Instructor</th>
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<tr>
<td>CEX 810 9B</td>
<td>T/Th</td>
<td>3/21 - 4/25/19</td>
<td>11</td>
<td>8 am – 12 pm</td>
<td>WYE Mills/EDC-27</td>
<td>Dr. Lorelly Solano</td>
</tr>
</tbody>
</table>

SPANISH CONTINUING EDUCATION CERTIFICATE
Do you want to be able to speak Spanish with your employees, the families of your students, your patients, your clients, your coworkers, and when traveling to Spanish-speaking countries? After the completion of the Basic Spanish Program, students will understand the fundamentals of Spanish grammar in the present tense, which is essential to speaking the language. The conversational section will allow the students to apply the principles they have learned via situational conversations. Earn a continuing education certificate from Chesapeake College upon the successful completion of the Basic Spanish Program (Basic Spanish I, Basic Spanish II and Basic Spanish Conversational).

BASIC SPANISH I
Develop basic vocabulary and grammar concepts. Starting from the first class, students will learn to write their own sentences, the rules of pronunciation, present tenses, and the most important Spanish verbs. At the end of this class, students will be able to use, read, write, and speak basic Spanish sentences. Textbook and workbook will be provided. Tuition: In-county $5, Out-of-county $10, Out-of-state $15. Course fee $169.

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<tr>
<th>Course/Section</th>
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<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CEX 115 9B</td>
<td>W</td>
<td>2/6 - 3/27/19</td>
<td>8</td>
<td>6:15 - 9:15 pm</td>
<td>WYE Mills/ EDC-27</td>
<td>Jennifer Burchill</td>
</tr>
</tbody>
</table>
### BASIC SPANISH II
Continue to develop basic grammar concepts and apply them during conversations. You will review the key concepts learned in Basic Spanish I, add possessive adjectives, interrogatory words, irregular verbs and more. Upon completion of this class, students will be able to engage in a simple Spanish conversation using basic dialogue skills. Textbook and workbook will be provided. **Tuition: In-county $5, Out-of-county $10, Out-of-state $15. Course fee $169.**

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<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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### BASIC SPANISH CONVERSATIONAL
Apply what you have learned during your 16-weeks of Basic Spanish classes! This class will reinforce basic concepts in a conversational setting. We will introduce situational approaches including how to order food, reserve a hotel room, purchase airplane tickets and more. This course is a great refresher for intermediate students who want to practice their Spanish-speaking skills. **Tuition: In-county $5, Out-of-county $10, Out-of-state $15. Course fee $119.**

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<th>Course/Section</th>
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<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEX 117 9B</td>
<td>W</td>
<td>6/5 - 6/26/19</td>
<td>4</td>
<td>6:30 - 9 pm</td>
<td>WYE Mills/H-109</td>
<td>TBD</td>
</tr>
</tbody>
</table>

### NEW! COMMAND SPANISH® TRAINING FOR THE WORKPLACE NOW AVAILABLE
The Education Department of Chesapeake College is an Official Registered Provider of Command Spanish®, Inc. language and cross-cultural training programs. Command Spanish®, Inc. is the nation’s leading provider of occupational Spanish language and cross-cultural training and materials. As an Official Registered Provider, we can offer on-site, job-specific Spanish language and cross-cultural training in such diverse areas as nursing, law enforcement, dentistry, public safety, construction, hospitality, banking, office management, warehousing, manufacturing and retail sales. On-campus, open enrollment courses are also offered based on community interests. The programs are all non-grammar based. No previous Spanish experience is necessary to enroll in Command Spanish® courses, which are low-stress, occupational-specific, and last between 8-24 hours. To learn more about the availability of Command Spanish® classes, contact: Lois Thomas at 410-827-5810 or e-mail lthomas@chesapeake.edu

### COMMUNITY SPANISH FOR ENGLISH SPEAKERS
This course is designed to teach students to communicate in Spanish. Instruction will focus on pronunciation of words, common phrases, and some functional language skills dedicated to help the non-Spanish speaker understand Spanish commands, questions and phrases. Topics include: vowel sounds, consonant sounds, declarative, imperative and exclamatory structures and basic vocabulary. **Tuition: In-county $5, Out-of-county $10, Out-of-state $15. Course fee $135. Course materials included.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CED 268 9A</td>
<td>T/Th</td>
<td>2/12 – 2/28/19</td>
<td>6</td>
<td>6:30 – 8:30 pm</td>
<td>Cambridge/206</td>
<td>TBD</td>
</tr>
</tbody>
</table>

### SPANISH FOR REQUESTING PERSONAL INFORMATION AND DATA
This continuing education course is designed to provide immediate access to functional language skills for non-Spanish speaking individuals who may need to acquire information and data from Spanish speakers. Instruction will focus on phonetic encoding to address the most important Spanish commands, questions and phrases pertinent to daily interactions. Topics include one-way communication in order to secure personal information and data from Spanish speakers. **Tuition: In-county $5, Out-of-county $10, Out-of-state $15. Course fee $145. Course materials included.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEW 005 9A</td>
<td>T/Th</td>
<td>3/12 – 4/2/19</td>
<td>6</td>
<td>6:30 – 9 pm</td>
<td>Cambridge/206</td>
<td>Rosa Pino Cruz</td>
</tr>
</tbody>
</table>

### SPANISH FOR LAW ENFORCEMENT
This continuing education course is designed for law enforcement professionals and will provide instruction on the basics of the Spanish language. Topics include basic information inquiries, basic law enforcement commands, recognizing dangerous phrases or words, and building community relations. **Tuition: In-county $5, Out-of-county $10, Out-of-state $15. Course fee $145. Course materials included.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEW 003 9A</td>
<td>T/Th</td>
<td>4/9 – 4/25/19</td>
<td>6</td>
<td>6:30 – 9 pm</td>
<td>Cambridge/206</td>
<td>TBD</td>
</tr>
</tbody>
</table>
LIFESTYLE & LEISURE

FOUNDATIONS OF ITALIAN
Explore the basic language skills to enhance the Italian travel experience. Students will learn words and phrases and correct pronunciation so that they can effectively conduct dialogue employing the elements of Italian learned through oral drills, vocabulary, and grammar. Students will need to purchase “Italian Made Simple” (ISBN-13: 9780767915397). The instructor is a native speaker born and raised in Vicenza. Tuition: In-county $5, Out-of-county $10, Out-of-state $15. Course fee $129.

| Course/Section | Days | Date       | Sessions | Time          | Location/Room     | Instructor:
|----------------|------|------------|----------|---------------|-------------------|-----------------
| CEI 540 9B     | T    | 3/26-5/21/19 | 9        | 5:30 – 7:30pm | WYE Mills/H-109   | Nelli Rocco    |

FOUNDATIONS OF ITALIAN II
This course is designed for students with some knowledge of the Italian language. In this course, you will improve communicative skills and learn new structures and expression that will enable you to express desires and opinions. Authentic materials such as songs, newspaper and magazine articles are used to expose you to contemporary Italian language and culture. Students will need to purchase “Italian Made Simple” (ISBN-13: 9780767915397). The instructor is a native speaker born and raised in Vicenza, Italy. Tuition: In-county $5, Out-of-county $10, Out-of-state $15. Course fee $129

| Course/Section | Days | Date     | Sessions | Time          | Location/Room     | Instructor:
|----------------|------|----------|----------|---------------|-------------------|-----------------
| CEI 196 9A     | T    | 1/8 – 3/5/19 | 9        | 5:30 – 7:30pm | WYE Mills/EDC-27  | Nelli Rocco    |

PERSONAL ENRICHMENT

GENEALOGY 101
Tracing your family's history is a fascinating journey. Learn the basics of where to look, who to contact, and how to make your family history come alive. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

| Course/Section | Dates                    | Location/Room | Instructor:
|----------------|--------------------------|---------------|-----------------
| CEG 089        | A new section begins every month! | OL – EDG      | Bob Moyer       |

FUNDAMENTALS OF MUSIC
If you enjoy music and would like to know more about what makes it work, this is the course for you. You'll gain a complete understanding of rhythm, melody, and harmony, and you'll be able to recognize pitches on the musical staff and on the keyboard. You'll also be able to build intervals, major scales, and chords. By the time you complete this course, you'll be able to read, write, and even play simple musical pieces on a keyboard. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

| Course/Section | Dates                    | Location/Room | Instructor:
|----------------|--------------------------|---------------|-----------------
| CEG 175        | A new section begins every month! | OL – EDG      | Bob Moyer       |

HOW TO GET STARTED IN GAME DEVELOPMENT
Whether you want to start your own indie game project in your basement or work with a small creative team or for a large game development studio, this course will prepare you to start developing your own games. You will learn the fundamentals of game development and get an overview of game genres, platforms, and audiences. You'll learn why many games fail and how to ensure your games are positioned for success. By the end of the course, you'll have the experience and confidence to start developing your own game. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

| Course/Section | Dates                    | Location/Room | Instructor:
|----------------|--------------------------|---------------|-----------------
| CEG 131        | A new section begins every month! | OL – EDG      | Dr. Edward Lavieri |
DIGITAL GAME ARTIST CERTIFICATE
Learn how to become a professional video game artist by training on core skills for jobs related to Digital Art, 3D Art, Modeling, Character Design, and vewie. You can start this online class when you want and go at your own pace. For information go to careertraining.ed2go.com/chesapeake/ or, contact etroutman-wallace@chesapeake.edu to register. Course fee $2,595. Sign up anytime!

For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

HISTORY OF LANDSCAPE ARCHITECTURE
A survey of landscape architecture history from the ancient Western civilizations to the 20th Century with consideration of parallel developments in the Eastern World, European Africa and the Americas. (Also offered as LARC 163 on the credit schedule) All students pay $293

INTERIOR DESIGN
This course will show you how to transform plain living spaces into beautiful and functional rooms. You will delve into color theory, industry trends, spatial arrangements, floor plans, traditional and modern interior design ideas, and other basics. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

Field Trips & Events

IRISH SPLENDOR: 3/6 - 3/13/2019
Featuring: Dublin, Irish Night, Christ Church Cathedral, Blarney Castle, Killarney, Dingle Peninsula, Farm Visit, Cliffs of Moher, Whiskey Distillery, Cabra Castle
BOOK BEFORE SEPTEMBER 7, 2018 AND SAVE $$
Flight & Hotels: 8 days, 9 meals, 6 Breakfasts, 3 Dinners
Price includes round trip airfare from Washington Dulles Intl, Air Taxes, Fees/Surcharges, Hotel transfers.
Double: $2,449, Single: $2,799, Triple: $2,419
For Bookings after September 7th, call Collette for rates.
SAVE THE DATE: To learn more about this trip, please attend a Special Travel Presentation on: Thursday, August 16, 2018 at 2 PM in the TPAC Lobby | RSVP 410-827-5810

ICELAND’S MAGICAL NORTHERN LIGHTS
10/28 - 11/3/2019
Featuring: Reykjavik, Northern Lights Cruise, Golden Circle, Thingvellir National Park, Geysir, Gullfoss, Vik, Seljalandfoss, Skogar Folk Museum, Skógafoss, Jökulsárlón Glacial Lagoon, Skálfadal National Park, Vatnajökull Glacier, Lava Exhibition Center, Blue Lagoon
BOOK BEFORE APRIL 29, 2019 AND SAVE $$
Flight & Hotels: 7 days, 10 meals, 6 Breakfasts, 5 Dinners
Price includes round trip airfare from Washington Dulles Intl, Air Taxes, Fees/Surcharges, Hotel transfers.
Double: $3,799, Single: $4,299, Triple: $3,769
For Bookings after April 29th, call Collette for rates.
SAVE THE DATE: To learn more about this trip, please attend a Special Travel Presentation on: Thursday, August 16, 2018 at 2 PM in the TPAC Lobby | RSVP 410-827-5810
INTRODUCTION TO INTERNET WRITING MARKETS
Discover the thousands of lucrative publishing opportunities on the Internet. Learn how to sell e-zine articles, write for Web-zines and online magazines, create a blog, sell manuscripts to an e-publisher, and self-publish your own work as an e-book or a traditional book using Print-On-Demand (POD) publishing. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Dates</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEG 030</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Linda Aksomitis</td>
</tr>
</tbody>
</table>

NEW! PUBLISH AND SELL YOUR E-BOOKS
Whether you’re a first-timer or have already put out an e-book or two, this course puts you inside the publishing industry, sharing the tricks of the trade used by traditional publishers to make sure their books are in the best position to be found by readers. You’ll learn how to target your reading audience, select bookstores, get your book distributed around the world, and even have your book added to your local library’s virtual shelves. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Dates</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEG 103</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Linda Aksomitis</td>
</tr>
</tbody>
</table>

TRAVEL WRITING
Travel the world and capture your experiences as a paid travel writer. Learn how to translate what is seen, heard, tasted, touched, and smelled into publishable articles and books. Discover the writing styles and methods used to sell material in today’s competitive market. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Dates</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEB 128</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Eva Shaw</td>
</tr>
</tbody>
</table>

WRITING FOR CHILDREN
Transform your book idea into a finished product that could potentially land in the hands of an editor or agent. Explore the changing world of children’s literature and understand the various formats, whether it’s early readers, picture books, chapter books, middle grade or young adult novels. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Dates</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEG 243</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Carol Smalley</td>
</tr>
</tbody>
</table>
Chesapeake College Continuing Education programs are non-credit certificates designed to help students achieve short-term training goals, develop immediate job skills or prepare for licensure exams. These courses are open to persons age 16 or older unless otherwise stated in the course description. Students may enroll in continuing education courses without being admitted to the College. Training is available in the following areas:

- Administrative Assistant
- Agriculture
- Building Trades
  - ABC – Apprenticeship Training
  - CAD
  - DRAFTING
  - Electrician
  - Home Inspection Licensure Prep
  - Home Improvement Contractors Licensure Prep
  - HVAC Technician
  - Welding
- Child Care
- Event Planning
- Healthcare:
  - Administrative Medical Assistant
  - Clinical Medical Assistant
  - Dental Assisting
  - EKG Technician (Online)
  - Medical Coding Professional
  - Nursing Assistant
  - Pharmacy Technician
- Hospitality
  - Bartender
  - Event Planning (Online)
  - Safe Food Handling
  - Tips Training
- Personal Fitness Trainer
- Pool Operator
- Teacher Training (Online)
- Transportation
  - Boating (Captains License)
  - School Bus Driver Training (Class “B”)
  - Truck Driver Training (Class “A” and Class “B”)
- Veterinary Assistant Training
- Workplace Safety
  - Lift Truck Training
  - MCET
  - OSHA

## AGRICULTURE

### AGRICULTURAL MECHANICS
Introduces the basics of planning, designing, and executing a project. Specific skills learned include drafting, planning, safety procedures, welding, woodworking, and diesel engines. (Also offered as AGR 201 on the credit schedule) **All students pay $220 course fee.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>COL 012 9A</td>
<td>M</td>
<td>1/28 – 5/13/19</td>
<td>15</td>
<td>4:30 – 9 pm</td>
<td>WYE Mills/MTC-TBD</td>
<td>N. Barth</td>
</tr>
</tbody>
</table>

### SPECIAL TOPICS IN AGRICULTURE
An introduction to, and discussion of, recent and special topics that affect agriculture. Topics will be drawn from recent technological advances, recent policy changes, and emerging issues in agriculture. Specific topics include operation of drone, current agricultural law issues, and updates to nutrient management regulations. (Also offered as AGR 240 on the credit schedule) **All students pay $220 course fee.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>COL 016 9A</td>
<td>M,W</td>
<td>1/23 – 5/13/19</td>
<td>30</td>
<td>11:30 am – 12:45 pm</td>
<td>WYE Mills/HUM-TBD</td>
<td>N. Barth</td>
</tr>
</tbody>
</table>
OCCUPATIONAL TRAINING

BUILDING/CONSTRUCTION TRADES

HOME INSPECTION LICENSURE PREP AND EXAM
This 72 hour course meets the requirements for home inspection pre-licensure for the State of MD as a provision of law under the Business Occupational and Professions Article, Annotated Code of MD 16-3A-03. The course teaches the basics of home inspection as required for a licensed home inspection in the State of MD. Topics include: structural systems, exterior systems, interior systems, roofing systems, plumbing systems, electrical systems, air conditioning systems, insulation and ventilation systems, fireplace and solid burning systems, heating systems, communications and practices, marketing and the State required pre-examination for State licensure. Mandatory perfect attendance and a passing grade of 75 percent are required to successfully complete this course. **Tuition: In-county $95, Out-of-county $100, Out-of-State $105. All students pay $700 course fee. (Textbook required)** National Home Inspector Study Guide 2015 ISBN 978-0-9964518-1-9 and National Home Inspection Manual 2015 ISBN 978-0-9964518-0-2 HomeInspectionExam.org

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEO 327 9C</td>
<td>Th</td>
<td>2/7 – 4/25/19</td>
<td>12</td>
<td>8 am - 3 pm</td>
<td>WYE Mills/HPAC-133</td>
<td>Tom Egeberg</td>
</tr>
<tr>
<td>CEO 327 9D</td>
<td>Sat</td>
<td>2/16 – 5/4/19</td>
<td>12</td>
<td>8 am - 3 pm</td>
<td>WYE Mills/HPAC-133</td>
<td>Tom Egeberg</td>
</tr>
</tbody>
</table>

For more information, contact Ellen Troutman-Wallace at 410-822-5400 x 2360 or etroutman-wallace@chesapeake.edu

LICENSURE PREP FOR HOME IMPROVEMENT CONTRACTORS
This course is designed for those who would like to sit for the MD Home Improvement Contractor or Subcontractor licensing exam. Instruction will focus on the terms and concepts relative to the home improvement contractor's licensing exam. Class limited to 20 students. **Tuition: In-county $75, Out-of-county $80, Out-of-State $85. All students pay $155 course fee. (Textbook required)**

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<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEO 325 9A</td>
<td>Sat</td>
<td>3/2 – 3/16/19</td>
<td>3</td>
<td>8 am – 3 pm</td>
<td>WYE Mills/T-132</td>
<td>Bob Phillips</td>
</tr>
</tbody>
</table>

LIFT TRUCK TRAINING
This course is designed to prepare students to properly operate an industrial powered lift truck in the workplace. Topics include: categorizing the different types of lift trucks, review of basic safety, emergency procedures, inspections, load handling and hands on practice of lift truck operation. Hands on practice will include loading/unloading trailers, basic maintenance procedures and fueling. Course supports the OSHA requirements for lift truck safety certification. **Tuition: In-county $5, Out-of-county $10, Out-of-State $15. All students pay course fee: $149.**

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<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>CEX 073 9A</td>
<td>Th</td>
<td>3/28/19</td>
<td>1</td>
<td>9 – 3 pm</td>
<td>Wye Mills/TBD</td>
<td>Staff</td>
</tr>
<tr>
<td>CEX 073 9B</td>
<td>T</td>
<td>5/7/19</td>
<td>1</td>
<td>9 – 3 pm</td>
<td>Wye Mills/TBD</td>
<td>Staff</td>
</tr>
<tr>
<td>CEX 073 9A</td>
<td>Th</td>
<td>7/11/19</td>
<td>1</td>
<td>9 – 3 pm</td>
<td>Wye Mills/TBD</td>
<td>Staff</td>
</tr>
</tbody>
</table>

DRAFTING/DESIGN

Prepare for a career as a CAD drafter/virtual designer. This program provides students with the skills needed for employment or advancement in architecture, engineering, construction management, building trades, manufacturing, and other design-related fields. Students receive instruction in the types, characteristics, and applications of architectural and engineering drawings. Students will utilize various computer aided drawing (CAD) software programs to prepare technical drawings and plans for structures and objects. This program is also offered as a credit certificate program: Drafting and Design Certificate.
BLUEPRINT READING
This course provides students with the technical knowledge and skills that will enable them to interpret and draw blueprints for both the construction and manufacturing industries. Topics include general terms, types of drawings, symbol usage, types and weights of lines, scales, dimensioning, and how to interpret prints from various disciplines (e.g., architectural, mechanical, electrical, civil, etc.). Three hours lecture per week. Also offered as DFT 104 on the credit schedule. **Prerequisite:** None. **All students pay $220 course fee.** **Textbook required.** Contact Tom Ellis, at tellis@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
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<tbody>
<tr>
<td>COL 042 9A</td>
<td>M</td>
<td>1/28 - 5/13/19</td>
<td>15</td>
<td>6 - 9 pm</td>
<td>WYE Mills/HUM-115</td>
<td>M. Collins</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No class 3/18</td>
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INTRODUCTION TO CAD
A study of the fundamentals of computer-aided drafting through the operation of a personal computer using computer-aided design software. Course concepts will include drafting and design, systems storage and retrieval of programs from a disk-operated system, constructing multi-view drawings, and accessing those files to printers and plotters. Two hours lecture, two hours laboratory per week. Also offered as CAD 100 on the credit schedule. **Prerequisite:** Fundamentals of Drafting/CAD [DFT 101]. **Tuition:** All students pay $220 course fee. **Textbook required.** Contact Tom Ellis, at tellis@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>COL 040 9A</td>
<td>T, Th</td>
<td>1/22 - 5/9/19</td>
<td>30</td>
<td>1 - 2:40 pm</td>
<td>WYE Mills/HUM-115</td>
<td>T. Ellis</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No class 3/19, 3/21</td>
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</table>

TECHNICAL DRAFTING
An introduction to manufacturing practices and working drawings for mechanical devices. Detail and assembly drawings will be prepared in this course using computer aided drawing (CAD) applications. One-hour lecture, four hours laboratory per week. **Prerequisite:** Fundamentals of Drafting/CAD [DFT 101]. Also offered as DFT 121 on the credit schedule. **All students pay $220 course fee.** **Textbook required.** Contact Tom Ellis, at tellis@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

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<th>Dates</th>
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<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>COL 043 9A</td>
<td>T</td>
<td>1/22 - 5/7/19</td>
<td>15</td>
<td>5:30 - 9:30 pm</td>
<td>WYE Mills/HUM-115</td>
<td>M. Collins</td>
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<tr>
<td></td>
<td></td>
<td>No class 3/19</td>
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AUTOCAD 2018 CERTIFIED USER
This course will teach you the basic and advanced 2D functionality for AutoCAD 2018. This program will also give to the skills needed to prepare for the Autodesk AutoCAD 2018 Certified User exam. You can start this online class when you want and go at your own pace. **For information go to** careertraining.ed2go.com/chesapeake/ or, contact etroutman-wallace@chesapeake.edu to register. **Course fee $2,595.** Sign up anytime!

<table>
<thead>
<tr>
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<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEG 307</td>
<td>A new section begins every month!</td>
<td>OL - EDG</td>
<td>Renu Muthoo</td>
</tr>
</tbody>
</table>

Grow your career in AGRICULTURE
Earn a two-year, associate’s degree from Chesapeake College. Choose from two tracks: Production and Sustainability. **Learn more at** www.chesapeake.edu

(410) 827-5850 • www.chesapeake.edu/continuing_ed
NEW! THE CAREER JUMP START
This continuing education course is designed for individuals pursuing career training in various fields and provides instruction on career navigation. Topics include career assessment, resume types and writing, the interview process, how to present a professional image and development of a career navigation plan. Tuition: In-county $5, Out-of-county $10, Out-of-state $15. Course fee $69. Workbook not included.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEW 001 9B</td>
<td>M/W</td>
<td>2/18 - 2/27/19</td>
<td>4</td>
<td>6 - 9 pm</td>
<td>WYE Mills/TBD</td>
<td>Corey Posey</td>
</tr>
<tr>
<td>CEW 001 9C</td>
<td>M/W</td>
<td>5/6 - 5/15/19</td>
<td>4</td>
<td>6 - 9 pm</td>
<td>WYE Mills/TBD</td>
<td>Corey Posey</td>
</tr>
</tbody>
</table>

NEW! COMMAND SPANISH® TRAINING FOR THE WORKPLACE NOW AVAILABLE
The Education Department of Chesapeake College is an Official Registered Provider of Command Spanish®, Inc. language and cross-cultural training programs. Command Spanish®, Inc. is the nation’s leading provider of occupational Spanish language and cross-cultural training and materials. As an Official Registered Provider, we can offer on-site, job-specific Spanish language and cross-cultural training in such diverse areas as nursing, law enforcement, dentistry, public safety, construction, hospitality, banking, office management, warehousing, manufacturing and retail sales. On-campus, open enrollment courses are also offered based on community interests. The programs are all non-grammar based. No previous Spanish experience is necessary to enroll in Command Spanish® courses, which are low-stress, occupational-specific, and last between 8-24 hours. To learn more about the availability of Command Spanish® classes, contact: Lois Thomas at 410-827-5810 or e-mail lthomas@chesapeake.edu.

SPANISH FOR REQUESTING PERSONAL INFORMATION AND DATA
This continuing education course is designed to provide immediate access to functional language skills for non-Spanish speaking individuals who may need to acquire information and data from Spanish speakers. Instruction will focus on phonetic encoding to address the most important Spanish commands, questions and phrases pertinent to daily interactions. Topics include one-way communication in order to secure personal information and data from Spanish speakers. Tuition: In-county $5, Out-of-county $10, Out-of-state $15. Course fee $145. Course materials included.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
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<td>CEW 005 9A</td>
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<td>3/12 – 4/2/19</td>
<td>6</td>
<td>6:30 – 9 pm</td>
<td>Cambridge/206</td>
<td>TBD</td>
</tr>
</tbody>
</table>

SPANISH FOR LAW ENFORCEMENT
This continuing education course is designed for law enforcement professionals and will provide instruction on the basics of the Spanish language. Topics include basic information inquires, basic law enforcement commands, recognizing dangerous phrases or words, and building community relations. Tuition: In-county $5, Out-of-county $10, Out-of-state $15. Course fee $145. Course materials included.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
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</tr>
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<tbody>
<tr>
<td>CEW 003 9A</td>
<td>T/Th</td>
<td>4/9 – 4/25/19</td>
<td>6</td>
<td>6:30 – 9 pm</td>
<td>Cambridge/206</td>
<td>TBD</td>
</tr>
</tbody>
</table>

NEW! THE COMMUNITY INTERPRETER® INTERNATIONAL
The Community Interpreter® International training will prepare students to facilitate meaningful communication between service providers and Limited English Proficient (LMP) members of the community. Topics to be covered in this 44 hour interactive and skills based course will include: ethics and conduct, terminology, positioning, modes of interpreting, steps for sight translation, intervention strategies, and cultural mediation. A 2-hour final exam will be held on Thursday, 5/2/19, following successful completion of the course. For more information, email: lthomas@chesapeake.edu or call 410-827-5810. Course fee $750. Textbook and testing fee included.

<table>
<thead>
<tr>
<th>Course/Section</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEX 810 9B</td>
<td>T/Th</td>
<td>3/21 - 4/25/19</td>
<td>11</td>
<td>8 am - 12 pm</td>
<td>WYE Mills/TBD</td>
<td>Dr. Lorelly Solano</td>
</tr>
</tbody>
</table>
OCCUPATIONAL TRAINING

POOL OPERATOR

POOL OPERATOR CERTIFICATION
This course offers instruction for the completion of the MD Pool Operators license. Upon completion, students will become certified and eligible for a State Pool and Spa Operator’s license. The course includes: the role of the operator, legal aspects of operating a pool/spa facility, water chemistry, sanitation, and safety, maintenance of pool equipment, spa operations and hot water chemistry. Participants must be at least 16 years of age and present a photo ID on first day of course. Certification is good for three years. Perfect attendance is mandatory. Tuition: In-county $60, Out-of-county $65. Out-of-state $70. Course fee: All students pay $225 course fee. (T)

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
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<td>CEU 167 9A</td>
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<td>5</td>
<td>5:30 – 8:30 pm</td>
<td>WYE Mills/EDC-27</td>
<td>Frank Goldstein</td>
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<tr>
<td>CEU 167 9B</td>
<td>T</td>
<td>4/29 – 5/13/19</td>
<td>5</td>
<td>5:30 – 8:30 pm</td>
<td>WYE Mills/HPAC-133</td>
<td>Frank Goldstein</td>
</tr>
</tbody>
</table>

POOL OPERATOR RECERTIFICATION
This course is designed for swimming pool owners, operators, lifeguards, and managers who need their certification renewed. Instruction will focus on updating the procedures for operating a swimming facility as required by both the State of MD and county agencies for operators of public swimming facilities. Topics include water testing, filtration, circulation, operation and maintenance of equipment, disinfections, and safety. Proof of current or previous (within 60 days) certification is required as well as a photo ID on first day of course. Perfect attendance is mandatory. Tuition: In-county $35, Out-of-county $40, Out-of-state $40. All students pay $135 course fee. (T)

<table>
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<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
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<tr>
<td>CEU 168 9B</td>
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<td>5/20/19</td>
<td>1</td>
<td>5:30 – 9:30 pm</td>
<td>WYE Mills/HPAC-133</td>
<td>Frank Goldstein</td>
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</tbody>
</table>

REAL ESTATE

REAL ESTATE APPRAISER
PRE-LICENSING/CERTIFICATION AND CONTINUING EDUCATION
Chesapeake College partners with the MD Association of Appraisers to offer Qualifying Education (QE), Continuing Education (CE) and Realtor and Appraiser Continuing Education courses. For more information, contact: http://www.mdappraisers.org

REAL ESTATE PRINCIPLES AND PRACTICES
This course is designed for persons who want to enter the real estate profession. Instruction will focus on the necessary real estate subjects to comply with the 60 clock hour educational requirement, as established by the MD Real Estate Commission. Mandatory attendance and a passing grade of 75% are required to successfully complete this course. Class is limited to 25 students. Books provided. For information contact Ellen Troutman-Wallace at etroutman-wallace@chesapeake.edu. Tuition: In-county $100, Out-of-county $105, Out-of-State $110. Course fee $300.

<table>
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<td>21</td>
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<td>WYE Mills/HEC-117</td>
<td>Patty Weller</td>
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<tr>
<td>CEU 104 9C</td>
<td>T, Th</td>
<td>5/14 – 7/25/19</td>
<td>21</td>
<td>6:30 – 9:30 pm</td>
<td>WYE Mills/HEC-117</td>
<td>Patty Weller</td>
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<tr>
<td>CEU 104 9A</td>
<td>T, Th</td>
<td>9/10 – 11/19/19</td>
<td>21</td>
<td>6:30 – 9:30 pm</td>
<td>WYE Mills/HEC-117</td>
<td>Patty Weller</td>
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</table>
OCCUPATIONAL TRAINING

SKILLED TRADES

CORE TRAINING FOR SKILLED TRADES
This is the first class required for all the NCCER skilled trade programs. It is the perfect start for any student interested in the building trades. You will learn basic safety, communication, and employability skills; receive an introduction to construction math, hand and power tools; and study construction drawings; and materials handling. Students need to have a score of 45 on Reading Comprehension and Arithmetic at our Testing Center before registering for this class. Tuition: In-county $100, Out-of-county $105, Out-of-State $110. All students pay $630 course fee. Textbook is required. Contact Frannie Phillips at fphillips@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

NEW! ELECTRICAL APPRENTICESHIP TRAINING PROGRAM
Prepare for a career in the electrical field and work towards obtaining your Journeyman’s License. We offer a four-year Maryland State-approved electrical apprenticeship training program. Upon successful completion, students will be able to earn their Electrical Journeyman’s License from the Maryland Department of Labor Licensing and Regulation without taking the exam. Apprentices will be registered with Associated Builders & Contractors Chesapeake Shores. This program consists of 9 classes, beginning with NCCER’s CORE class (Introduction to the Trades). Each session runs 13 weeks. Offered on the Wye Mills campus.

ELECTRICAL TRAINING LEVEL 1 - PART 1
Participants build on the basic skills learned in the core training. You will receive an orientation to the electrical trades and the career paths available to electricians, electrical safety including precautions for electrical hazards found on the job, and the OSHA-mandated lockout/tagout procedure. An introduction to electrical circuits including the electrical concepts used in Ohm’s law as applied to DC circuits, atomic theory, electromagnetic force, resistance, and electric power equations are covered. You will be introduced to series, parallel, and series parallel circuits, resistive circuits; Kirchoff’s voltage and current laws and circuit analysis. This training meets the requirements for the Maryland Training and Apprenticeship Program for registered apprentices. This is a hands-on class and is a combination of classroom and lab hours. Prerequisite: CORE Training (CEI 930). Tuition: In-county $100, Out-of-county $105, Out-of-State $110. All students pay $630 course fee. Textbook required. Contact Tom Ellis, at tellis@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
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<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tr>
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<td>T, Th</td>
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<td>24</td>
<td>6 – 9 pm</td>
<td>WYE Mills/TECH-132</td>
<td>Staff</td>
</tr>
</tbody>
</table>

ELECTRICAL TRAINING – LEVEL 1 - PART 2
You will build on the basic skills learned in Electrical Training Level 1 – Part 1. Topics include a more in-depth look at the National Electrical Code® introducing the layout and types of information found within the code. You will also practice finding information in the Code using easy-to-follow procedures. Hardware and systems used to mount and support boxes, receptacle and other electrical components will be covered as well as NEC® fill and pull requirements for device, pull and junction boxes under 100 cubic inches. You will be introduced to conduit bending and installation using hand-operated and step conduit benders, as well as cutting, reaming, and threading conduit. The types and applications of raceways, wireways, and ducts will also be covered. This training meets the requirements for the Maryland Training and Apprenticeship Program for registered apprentices. This is a hands-on class and is a combination of classroom and lab hours. Prerequisite: Electrical Training Level 1 - Part 1 (CEI 347) or industry experience and instructor approval. Tuition: In-county $100, Out-of-county $105, Out-of-State $110. All students pay $495 course fee. Textbooks purchased for Electrical Training Level 1 - Part 1 will be used. If you do not have books, contact Frannie Phillips at fphillips@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
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<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
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<td>CET 348 9B</td>
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<td>24</td>
<td>6 – 9 pm</td>
<td>WYE Mills/TECH-132</td>
<td>Dave Boone</td>
</tr>
</tbody>
</table>
**ELECTRICAL TRAINING - LEVEL 2 - PART 1**

Students will expand skills acquired in Electricians Level 1. You will learn about the forces that are characteristic of alternating-current systems and the application of Ohm’s law to AC circuits; AC and DC motors including the main components, circuits, and connections and electrical lighting focusing on the handling and installation of various types of lamps and lighting fixtures. The course also covers conduit bending. This training meets the requirements for the Maryland Training and Apprenticeship Program for registered apprentices. This is a hands-on class and is a combination of classroom and lab hours. Prerequisite: Electrical Training Level 1 (CEI 348) or industry experience and instructor approval.

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<th>Course/Section</th>
<th>Days</th>
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<tr>
<td>CET 349</td>
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</tbody>
</table>

**ELECTRICAL TRAINING - LEVEL 3 - PART 2**

You will expand on skills acquired Electrical Training Level 3 – Part 1. You will learn how to size and select circuit breakers and fuses for various applications, and short circuit calculations and troubleshooting. Switchboards and switchgears including installation, grounding, and maintenance requirements will be covered. The course will present information on transformer types, construction, installation considerations, and NEC® requirements for commercial services. This training meets the requirements for the Maryland Training and Apprenticeship Program for registered apprentices. This is a hands-on class and is a combination of classroom and lab hours. Prerequisite: Electrical Training Level 3 – Part 1. Tuition: In-county $100, Out-of-county $105, Out-of-State $110. All students pay $495 course fee. Textbook required. Contact Tom Ellis, at tellis@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

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<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CET 352 9A</td>
<td>M, W</td>
<td>1/7 - 4/3/19</td>
<td>24</td>
<td>6 – 9 pm</td>
<td>WYE Mills/TECH-132</td>
<td>J. Headley</td>
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</tbody>
</table>

**NEW! HVAC/R APPRENTICESHIP TRAINING PROGRAM**

Prepare for a career in the heating, ventilation, air conditioning and refrigeration industry and work towards obtaining your Journeyman’s License. We offer a four-year Maryland State-approved electrical apprenticeship training program. Upon successful completion, students will be able to earn their HVAC/R Journeyman’s License from the Maryland Department of Labor Licensing and Regulation without taking the exam. Apprentices will be registered with Associated Builders & Contractors Chesapeake Shores. This curriculum aligns with the North American Technical Excellence (NATE) standards. The program consists of 9 courses, beginning with NCCER’s CORE class (Introduction to the Trades). Each session runs 13 weeks. Offered at Colonel Richardson H.S. in Federalsburg.

**HVAC - LEVEL 1 PART 1**

This course will cover career opportunities in the HVAC field, trade mathematics, basic electricity, introduction to heating, introduction to cooling, introduction to air distribution systems, tools of the trade, basic copper, plastic piping, soldering and brazing, and basic carbon steel piping practices. Prerequisite: CORE Training (CEI 930). Tuition: In-county $100, Out-of-county $105, Out-of-State $110. All students pay $630 course fee. Textbook required. Contact Tom Ellis, at tellis@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
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<th>Location/Room</th>
<th>Instructor</th>
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<tr>
<td>CET 330</td>
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</table>

**HVAC - LEVEL 1 PART 2**

This course will cover basic sheet metal fabrication and installation procedures. Topics include: air ducts, types of duct systems, registers, diffusers, grills, dampers and controls, fitting, and transition layout and fabrication, standard joining methods and installation methods. Also covered will be the tools and equipment used to fabricate and install sheet metal duct. Insulating inside and outside will be covered as well as the basic airflow principles and delivery. Prerequisite: HVAC - LEVEL 1 – PART 1 (CET 330 Tuition: In-county $100, Out-of-county $105, Out-of-State $110. All students pay $495 course fee. Textbook required. Contact the Director for Skilled trades, Tom Ellis, at tellis@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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<tr>
<td>CET 331 9A</td>
<td>M, W</td>
<td>1/23 – 4/17/19</td>
<td>24</td>
<td>6 – 9 pm</td>
<td>Colonel Richardson H.S. (Federalsburg)</td>
<td>B. Phillips</td>
</tr>
</tbody>
</table>
HVAC/R TECHNICIAN: EPA SECTION 608 CERTIFICATION
Prepare for a career as an HVAC/R service technician. We offer a preparation course for the EPA Section 608 Certification exam. This certification is required for any HVAC/R technicians who maintain, service, repair, or dispose of equipment that could release ozone depleting refrigerants into the atmosphere. Students will be given the opportunity to take the EPA-approved test to earn certification at the conclusion of the course. Consists of three 8-hr classes offered every Fall and Spring on the Wye Mills campus. Class limited to 20 students. Tuition: In-county $60, Out-of-county $65, Out-of-State $70. All students pay $245 course fee. (Textbook required)

<table>
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<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>CET 709 9A</td>
<td>Sat</td>
<td>1/5 - 1/19/19</td>
<td>3</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH-132</td>
<td>B. Phillips</td>
</tr>
</tbody>
</table>

SAFETY MANAGEMENT
This course is a study of accidents, methods of preventing accidents, personal protection, OSHA, MOSHA, industrial and general shop safety. (Also offered as TEC 115 on the credit schedule.) All students pay $220 course fee. (Textbook required)

<table>
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<tr>
<th>Course/Section</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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<tr>
<td>COL 041 9A</td>
<td>1/22 – 5/13/19</td>
<td>Online</td>
<td>Online</td>
<td>Online</td>
<td>M. Collins</td>
</tr>
</tbody>
</table>

This section is taught online. Students must have Internet access. An additional registration form is required to register for this class and is available through the Registration Office or on the Chesapeake College Home Page at www.chesapeake.edu. For more information, please e-mail the instructor, M. Collins (mcollins@chesapeake.edu).

MARINE SERVICE
NEW! MARINE SERVICE TECHNICIAN
Prepare for a career in the marine service industry. Chesapeake College has partnered with Yamaha to offer a marine service technician program focusing on outboard engine service and repair. Outboards represent the fastest growing segment of the marine industry. The electronic advancements that have led to this growth have also made outboards ever-more complex to service. This program will prepare students for entry level positions as qualified marine service technicians with local/regional dealers, marinas, and repair facilities.

INTRODUCTION TO MARINE OUTBOARD ENGINE SYSTEMS
This course is designed to enable the student to gain a basic understanding of marine outboard motors, their operating principles, and the tools used to service and maintain them. No prior technical or mechanical experience is necessary for this course. Topics to be covered include boat control, bracket, electrical systems, fuel systems, ignition, lower unit, lubrication, motor designs, and propellers. At the conclusion of this course students will take the Certified Yamaha Outboard Technician exam. Tuition: In-county $100, Out-of-county $105, Out-of-State $110. All students pay $470 course fee. Textbook is included. Contact Tom Ellis, at tellis@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
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<tr>
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<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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<td>6/4 – 7/30 No class 7/4</td>
<td>16</td>
<td>5 – 8 pm</td>
<td>WYE Mills/MTC-107</td>
<td>J. McNally</td>
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</table>
NEW! WELDING/FABRICATION
Prepare for a career as a welder/fabricator. This is a new accelerated program that leads to one of two certificates: MIG & TIG Welder/Fabricator, Stick & Flux-cored Welder/Fabricator. Students learn the basics of welding, cutting, and fabricating processes and then specialize in the area of their choice. This program is aligned with the American Welding Society (AWS) standards for Entry Level and Advanced Welder certification. Can be completed in one year through evening and on-line classes. Offered on the Wye Mills campus.

FUNDAMENTALS OF WELDING
This course is designed to provide introductory knowledge and skills for an entry-level welder. Topics include occupational and safety considerations, identification of suitable metals, electrodes and wires, performing various welding techniques, basic welding symbols and codes, welding inspection methods, and groove and fillet welds on carbon steel. Course provides an overview of oxy-fuel, shielded metal arc welding (SMAW), gas metal arc welding (GMAW) gas tungsten arc welding (GTAW) and flux-cored arc welding (FCAW) processes. Prerequisite(s): None. Tuition: In-county $100, Out-of-county $105, Out-of-State $110. All students pay $630 course fee. Textbook is required. Contact Tom Ellis, at tellis@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
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<td>1/23 – 3/11/19</td>
<td>14</td>
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<td>F. Weishaar</td>
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<tr>
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<td>1/22 – 3/7/19</td>
<td>14</td>
<td>5 – 8:30 pm</td>
<td>WYE Mills/MTC-107</td>
<td>K. Blankenship</td>
</tr>
</tbody>
</table>

NEW! BASIC WELDING AND CUTTING PROCESSES
Students will develop the skills in oxy-fuel and plasma cutting, shielded metal arc (Stick), gas metal arc (MIG), flux-cored arc, gas tungsten arc (TIG) welding processes. Students will also establish a deeper understanding of drawing and welding symbol interpretation as they work towards the AWS Entry Level Welder Performance Qualification Tests. 75 hours per semester. Prerequisite(s): Fundamentals of Welding. CET 311. Tuition: Tuition: In-county $100, Out-of-county $105, Out-of-State $110. All students pay $588 course fee. Textbook is required. Contact Tom Ellis, at tellis@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 310 9C</td>
<td>T, Th</td>
<td>3/26 – 5/9/19</td>
<td>14</td>
<td>5 – 8:30 pm</td>
<td>WYE Mills/MTC-107</td>
<td>K. Blankenship</td>
</tr>
</tbody>
</table>

NEW! WELDING/FABRICATION LAB
This course is designed to offer opportunities for the students to expand their skills with cutting, welding, and fabrication processes. Topics include varied cutting operations using oxy-fuel and plasma, multi-directional fillet and groove welding, joint fit-up and tacking. Students will work independently at their own pace on projects tailored to their identified areas of need or interest. Prerequisite(s): Fundamentals of Welding. CET 311. Tuition: In-county $100, Out-of-county $105, Out-of-State $110. All students pay $588 course fee. Textbook is included. Contact Tom Ellis, at tellis@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CET 309 9A</td>
<td>T, Th</td>
<td>5/28 – 8/1/19</td>
<td>19</td>
<td>5 – 7:30 pm</td>
<td>WYE Mills/MTC-107</td>
<td>K. Blankenship</td>
</tr>
</tbody>
</table>

ADVANCED WELDING
NOTE: THIS COURSE IS BEING OFFERED ONLY FOR THE STUDENTS WHO BEGAN THE PREVIOUS WELDING CERTIFICATE PROGRAM AT CHESAPEAKE. This course is designed to provide the student with advanced skills in the art and science of welding and to prepare the student for certification. Topics include vertical, overhead and pipe welding, shop safety, and both MIG and TIG procedures as well as the use of various materials. Prerequisite: CEI 447. Tuition: In-county $360, Course fee: $318; Tuition: Out-of-county $564, Course fee: $333; Tuition: Out-of-State $795, Course fee: $333. (Textbook required). Contact Frannie Phillips at fphillips@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEI 448 9B1</td>
<td>Sat</td>
<td>1/26 – 5/11/19</td>
<td>15</td>
<td>9 am – 12:35 pm</td>
<td>WYE Mills/MTC-107</td>
<td>C. Baker</td>
</tr>
</tbody>
</table>
OCCUPATIONAL TRAINING

TRANSPORTATION

PROFESSIONAL CAPTAIN’S SCHOOL
(CG approved Captain’s course) This course is designed to get the mariner to the level as required by the U.S. Coast Guard to become a professional captain. This is a complete “hands-on” course with a certificate which is proof of competency for the Coast Guard “6 pak” license. All required subjects are covered, including rules of the road, navigation, GPS, LORAN, firefighting, boat handling, marine communications, aids to navigation, and marine publications. The OUPV license allows a mariner to take up to six passengers on a vessel up to 100 tons and 65 feet. Certification training is completed on the final day of class. Course fee includes an original Study Guide, materials, charts, use of plotting gear and the test. The class will be taught by a professional captain who is also a local waterman and charter boat captain. All students pay $850 course fee.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEI 266 9C</td>
<td>F, Sat</td>
<td>1/25, 1/26, 1/27/19</td>
<td>9</td>
<td>6 - 10 pm</td>
<td>WYE Mills/T-132</td>
<td>John Sharp</td>
</tr>
<tr>
<td></td>
<td>Sun</td>
<td>2/1, 2/2, 2/3/19</td>
<td></td>
<td>8 am - 5 pm</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>2/8, 2/9, 2/10/19</td>
<td></td>
<td>8 am - 5 pm</td>
<td></td>
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</tr>
</tbody>
</table>

For additional dates and times, contact Ellen Troutman-Wallace at 410-822-5400 x 2360 or etroutman-wallace@chesapeake.edu

COMMERCIAL DRIVER’S LICENSE
Prepare for a career as a professional tractor-trailer or bus driver where you can earn $40,000 to $70,000 or more annually. Learn the basics needed for driving a tractor-trailer (Class A license) or a school bus, motor coach, straight truck, and dump truck (Class B license). Training includes comprehensive classroom instruction, technical maneuvering skills, and guided drive time. The CDL A program can be completed in six weeks (day classes) or 12 weeks (night classes). The CDL B program can be completed in four weeks (day classes) or eight weeks (night classes). Students can also choose to take the CDL A and B programs together to increase their employability and career options. Tuition: CDL A Program: $4,065; CDL B Program: $2,765; CDL A & B together: $4,720. Financial assistance is available to qualified students. Classes are rolling and begin every seven weeks, year-round. Offered on the Wye Mills Campus. Contact Program Coordinator, Bill Gilbert, at wgilbert@chesapeake.edu or 410-822-5400 ext. 2396 for more information.

<table>
<thead>
<tr>
<th>Day Classes:</th>
<th>1/3/19</th>
<th>2/11/19</th>
<th>4/1/19</th>
<th>5/13/19</th>
<th>7/8/19</th>
<th>8/26/19</th>
<th>10/14/19</th>
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<td>Night Classes:</td>
<td>1/7/19</td>
<td>4/8/19</td>
<td>6/24/19</td>
<td>9/16/19</td>
<td>12/9/19</td>
<td></td>
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</tr>
</tbody>
</table>

INTERESTED IN A CAREER AS BUS OR TRUCK DRIVER?
Register NOW!

Call Ellen Troutman-Wallace at 410-822-5400, ext. 2360 or etroutman-wallace@chesapeake.edu

- Get your CDL in as little as 6 weeks
- You can earn $40,000 to $70,000 or more annually
- Job placement assistance available
- Financial assistance available to qualified students
- Day and night classes available

(410) 827-5850 • www.chesapeake.edu/continuing_ed
VETERINARY ASSISTANT TRAINING

VETERINARY ASSISTANT
Chesapeake College’s Veterinary Assistant Training prepares students to work in the animal care field. As trained Veterinary Assistants, students will support veterinary technicians and veterinarians in a variety of inpatient and outpatient activities. The training consists of four non-credit courses that include supervised clinical practicum hours completed outside of the classroom. In order to receive a certificate of completion for this course, students will be required to take a final examination, attend 85 percent of the classroom hours, and complete the assigned practicum hours. Veterinary Assistant Training uses live animals for teaching purposes. Chesapeake College takes all necessary safety precautions when students interact with live animals, however, the potential exists for students to be bitten, scratched or injured by an animal while participating in this training. Chesapeake College makes no representation concerning any animal’s exposure to rabies or other diseases and does not provide medical insurance or worker’s compensation for any injuries suffered while participating in this program. Students are required to show proof of medical insurance.

Pre-requisites: 18 years of age and diploma or G.E.D. Students must attend a Health Career Orientation Session (see the following orientation schedule). Prior to registering for the program, students must successfully complete the Chesapeake College placement exam for reading comprehension and arithmetic with a proficiency score of 45 for each. In addition, students must successfully complete the online Medical Terminology course (CEG 541) prior to registration. For more information, or to register, go to: www.ed2go.com/chesapeake. Financial assistance may be available through the Deferred Payment Plan. For more information, go to the website at: https://www.chesapeake.edu/ecashier/. For more information, contact CEHealthcare@chesapeake.edu.

VETERINARY ASSISTANT TRAINING I
This course is designed to provide an introduction to the field of veterinary medicine and the outpatient systems and exam room procedures for veterinary assistants and people starting entry-level careers in veterinary hospitals. Topics include: overview of the field of veterinary science, office procedures and client relations, cell make-up and exam room procedures. Clinical shirt and clinical book are included, students are required to purchase course textbook. **Tuition: In-county $165, Out-of-county $170, Out-of-State $175. Course fee $185.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEI 843 9</td>
<td>W</td>
<td>9/11 – 10/23/19</td>
<td>7</td>
<td>6 – 9:15 pm</td>
<td>WYE Mills/HPAC</td>
<td>Dr. Katelin McConkey</td>
</tr>
</tbody>
</table>

VETERINARY ASSISTANT TRAINING II
This course is designed to provide an overview of laboratory procedures, drug therapy, and radiology procedures. Topics include: types of laboratory tests, microscope, drugs and radiology. **Tuition: In-county $115, Out-of-county $120, Out-of-State $125. Course fee $135.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEI 844 9A</td>
<td>W</td>
<td>10/30 – 12/4/20</td>
<td>5</td>
<td>6 – 9:15 pm</td>
<td>WYE Mills/HPAC</td>
<td>Dr. Katelin McConkey</td>
</tr>
</tbody>
</table>

VETERINARY ASSISTANT TRAINING III
This course is designed to provide information on in-patient care and treatment and clinical procedures. Topics include: IV catheterization, patient restraint, medications, nutrition, physical therapy, nail trims, bathing, enemas, and urine samples. **Tuition: In-county $135, Out-of-county $140, Out-of-State $145. Course fee $130.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEI 845 9A</td>
<td>W</td>
<td>12/11/19 – 1/29/20</td>
<td>6</td>
<td>6 – 9:15 pm</td>
<td>WYE Mills/HPAC</td>
<td>Dr. Katelin McConkey</td>
</tr>
</tbody>
</table>

VETERINARY ASSISTANT TRAINING IV
This course is designed to provide an overview of surgical preparation, regulations and emergency room procedures. Topics include: surgical materials, operating room conduct and asepsis, surgery log, post-surgical clean-up, emergency room protocols and equipment. **Tuition: In-county $135, Out-of-county $140, Out-of-State $145. Course fee $160.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEI 846 9A</td>
<td>W</td>
<td>2/5 – 3/11/20</td>
<td>6</td>
<td>6 – 9:15 pm</td>
<td>WYE Mills/HPAC</td>
<td>Dr. Katelin McConkey</td>
</tr>
</tbody>
</table>
PERSONAL FITNESS TRAINER
Chesapeake College offers fitness training programs in partnership with the World Instructor Training Schools (W.I.T.S.), one of the only certifying bodies in the country which provides comprehensive practical training and internship components. W.I.T.S. is an approved provider of continuing education by the American Occupational Therapy Association, The National Certification Board for Therapeutic Massage and Bodywork, as well as IACET. The course is approved for 3 undergraduate academic credits by the American Council on Education. The course is a 62 hour program and is comprised of 16 hours lecture and 16 hours practical training. The National Exam is held on the last session. Topics include: biomechanics, exercise physiology, fitness testing, equipment usage and health assessment. Textbook is required, visit www.witseducation.com to order. Class size is limited. For more information, email CEHealthcare@chesapeake.edu. Tuition: In-county $30, Out-of-county $35, Out-of-State $40. All students pay Course fee $600.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEX 379 9B</td>
<td>Sat</td>
<td>2/16 – 4/20/19 No class 3/16</td>
<td>9</td>
<td>9 am – 2 pm</td>
<td>WYE Mills/TPAC</td>
</tr>
<tr>
<td>CEX 379 9C</td>
<td>Sat</td>
<td>6/8 – 8/10/19 No class 7/6</td>
<td>9</td>
<td>9 am – 2 pm</td>
<td>WYE Mills/TPAC</td>
</tr>
</tbody>
</table>

HYBRID FITNESS TRAINER COURSES
These courses offered in partnership with the World Instructor Training School are a combination of online and face-to-face lecture and practical training and testing. Contact CEHealthcare@chesapeake.edu for the flexible course start dates. All courses provide W.I.T.S. CEC’s as well as I.A.C.E.T. CEUs and most require a textbook.

OLDER ADULT SPECIALIST CERTIFICATION
Get the training and education you need to serve the fastest growing fitness population. This 38 hour course includes 9 hours of ONLINE lecture, 9 hours of ONLINE practical training preparation, a LIVE 3 day practical training & testing. This unique specialist certification provides you with the specific knowledge and practical skills you’ll need for working with older adult clientele. A 20-hour internship is required and a valid CPR/AED card must be presented to get the certification issued. Textbook required. This course provides 44 W.I.T.S. CEC’s/ 4.4 IACET CEU’s. Course fee $599.

GROUP EXERCISE CERTIFICATION
This is an updated, self-paced, 9-module hybrid certification course that includes online lecture videos, practical lab demonstrations and participation in a 4 day hands on practical lab. The Lectures cover the essentials and most recently published information regarding group exercise history, music, choreography, safety techniques, as well as basic applied science specifically relating to group exercise cardiovascular, muscular, and flexibility health. The Practical Labs encompass skill development for functional training, sports conditioning, circuit, boot camp, dance, step, kickboxing, hi-low, aqua, indoor cycling, and equipment-based class techniques. The written and practical exams are included in this course at the 4- day practical lab weekend. A 30-hour internship is required and a valid CPR/AED card must be presented to get the certification issued. Textbook required. This course provides 62 W.I.T.S. CEC’s/ 6.2 IACET CEU’s. Course fee $599.

ONLINE FITNESS TRAINER COURSES
These online courses are offered in partnership with the World Instructor Training School. Once you have registered, you must email CEHealthcare@chesapeake.edu to connect with your online training source. All courses provide W.I.T.S. CEC’s as well as I.A.C.E.T. CEUs. Most courses have a required textbook and can be purchased by calling 1-888-330-9487.

LIFESTYLE FITNESS COACHING CERTIFICATION
The most successful fitness professionals know that their clients’ success depends on making significant lifestyle and behavior change. It’s not enough to create an exercise program, you must also develop a relationship based on trust, understanding, and respect, in which you are able to communicate, motivate, and support your client toward reaching their goals. This class will help you develop the skills to do just that. This interactive course includes 9 hours of instruction including 2 hours of testing; and will teach you the skills of successful coaching and allow you to practice and build confidence in your coaching relationships. 11 W.I.T.S. CEC’s/ 1.1 IACET CEU’s. Course fee $399.
LIFT TRUCK TRAINING

This course is designed to prepare students to properly operate an industrial powered lift truck in the workplace. Topics include: categorizing the different types of lift trucks, review of basic safety, emergency procedures, inspections, load handling and hands on practice of lift truck operation. Hands on practice will include loading/unloading trailers, basic maintenance procedures and fueling. Course supports the OSHA requirements for lift truck safety certification. **Tuition: In-county $5, Out-of-county $10, Out-of-State $15. All students pay course fee: $149.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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<tr>
<td>CEX 073 9A</td>
<td>Th</td>
<td>3/28/19</td>
<td>1</td>
<td>9 – 3 pm</td>
<td>WYE/TBD</td>
<td>Staff</td>
</tr>
<tr>
<td>CEX 073 9B</td>
<td>T</td>
<td>5/7/19</td>
<td>1</td>
<td>9 – 3 pm</td>
<td>WYE/TBD</td>
<td>Staff</td>
</tr>
<tr>
<td>CEX 073 9A</td>
<td>Th</td>
<td>7/11/19</td>
<td>1</td>
<td>9 – 3 pm</td>
<td>WYE/TBD</td>
<td>Staff</td>
</tr>
</tbody>
</table>

SAFETY MANAGEMENT

This course is a study of accidents, methods of preventing accidents, personal protection, OSHA, MOSHA, industrial and general shop safety. (Also offered as TEC 115 on the credit schedule.) **All students pay $220 course fee. (Textbook required)**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>COL 041 9A</td>
<td>1/22 – 5/13/19</td>
<td>Online</td>
<td>Online</td>
<td>Online</td>
<td>M. Collins</td>
</tr>
</tbody>
</table>

This section is taught online. Students must have Internet access. An additional registration form is required to register for this class and is available through the Registration Office or on the Chesapeake College Home Page at www.chesapeake.edu. For more information, please e-mail the instructor, M. Collins (mcollins@chesapeake.edu).

WATER/WASTEWATER MANAGEMENT

The following courses are offered in cooperation with the MD Center for Environmental Training (MCET).

MCET is celebrating over 25 years of providing comprehensive training and technical assistance for environmental compliance and occupational safety and health.

Courses are offered that specialize in water/wastewater operator certification to meet state professional certification requirements. MCET offers comprehensive occupational, safety, and health training for the public and the private sector.

A variety of classes will be held throughout the year. For more information about the class schedule and offerings, please contact Leanne Allen at 410-827-5851, lallen@chesapeake.edu or Joyce Warrington at 410-827-5833, jswarrington@chesapeake.edu or visit the MCET Website for the Fall 2018 – Spring 2019 course info at [www.mcet.org](http://www.mcet.org). *All classes will be held on the WYE Mills campus from 8 am to 4 pm.*

<table>
<thead>
<tr>
<th>Dates</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/11/18</td>
<td>Chloramines - Potable Water Disinfection with a Different Twist</td>
<td>T</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
</tr>
<tr>
<td>3/6/19</td>
<td>Sources and Treatment of Water</td>
<td>W</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
</tr>
<tr>
<td>4/11/19</td>
<td>Basic and Enhanced Nutrient Removal</td>
<td>Th</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
</tr>
<tr>
<td>5/1/19</td>
<td>Ladder Diagram &amp; Troubleshooting</td>
<td>W</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
</tr>
<tr>
<td>5/16/19</td>
<td>Wastewater Certification Examination Preparation</td>
<td>Th</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
</tr>
<tr>
<td>6/12/19</td>
<td>Optimization of Activated Sludge and Fixed Film ENR Processes through Automation</td>
<td>W</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
</tr>
</tbody>
</table>
CHESAPEAKE REGION SAFETY COUNCIL

The following courses are offered in cooperation with the Chesapeake Region Safety Council (CRSC).

A variety of classes will be held throughout the year. For more information about the class schedule and offerings, please contact the Chesapeake Region Safety Council at 1-800-875-4770, safety@chesapeakesc.org or visit the CRSC Website for the 2018-2019 course information at www.chesapeakesc.org

*All classes will be held on the WYE Mills campus from 8 am to 4 pm.

OSHA 10 HOUR AND OSHA 30 HOUR FOR CONSTRUCTION INDUSTRY
Facilitators identify safety and health principles that help you meet OSHA requirements. Special emphasis is places on areas in construction that most commonly result in worker injury or property damage. You are also briefed on basic instructional approaches, improving compliance communication, and training at the work site. Topics include but not limited to: fall protection, electrocution, personal protective equipment, health hazards in construction, electrical, material handling hazard communication and ladders and stairs.

<table>
<thead>
<tr>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>M - Th</td>
<td>12/3 - 12/6/18</td>
<td>4</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TBD</td>
<td>STAFF</td>
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</tbody>
</table>

OSHA 510 - OCCUPATIONAL SAFETY AND HEALTH STANDARDS FOR THE CONSTRUCTION INDUSTRY
This course covers OSHA Standards, policies, and procedures in the construction industry. Topics include scope and application of the OSHA Construction Standards, construction safety and health principles, and special emphasis on those areas in construction which are most hazardous. Upon course completion students will have the ability to define construction terms found in the OSHA Construction Standards, identify hazards which occur in the construction industry, locate and determine appropriate OSHA Construction Standards, policies, and procedures, and describe the use of the OSHA Construction Standards and regulations to supplement an ongoing safety and health program.

<table>
<thead>
<tr>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>M - Th</td>
<td>1/28 - 1/31/19</td>
<td>4</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
</tr>
</tbody>
</table>

OSHA 511 - OCCUPATIONAL SAFETY AND HEALTH STANDARDS FOR GENERAL INDUSTRY
This course covers OSHA Standards, policies, and procedures in general industry. Topics include scope and application of the OSHA General Industry Standards, general industry principles and special emphasis on those areas in general industry which are most hazardous. Upon course completion students will have the ability to define general industry terms found in the OSHA General Industry Standards, identify hazards which occur in general industry, locate and determine appropriate OSHA General Industry Standards, policies, and procedures, and describe the use of OSHA General Industry Standards and regulations to supplement an ongoing safety and health program.

<table>
<thead>
<tr>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>M - Th</td>
<td>2/11 – 2/14/19</td>
<td>4</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
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</tbody>
</table>

OSHA 501 - TRAINER COURSE IN OCCUPATIONAL SAFETY AND HEALTH STANDARDS FOR GENERAL INDUSTRY
This course is designed for individuals interested in teaching the 10 and 30-hour general industry safety and health Outreach training program to their employees and other interested groups. Using the OSHA General Industry Standards as a guide, special emphasis is placed on those topics required in the 10- and 30-hour programs as well as those which are most hazardous. Students are briefed on effective instructional approaches and use of visual aids and handouts. This course allows the student to become a trainer in the OSHA Outreach Training Program, to conduct both 10- and 30-hour General Industry Outreach classes, and to issue cards to participants after verifying course completion. Students who wish to participate as authorized trainers in the OSHA Outreach Training Program must prepare a presentation on an assigned OSHA General Industry Outreach Training Program topic individually or as part of a group and successfully pass a written exam at the end of the course.

<table>
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<tr>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tr>
<td>M - Th</td>
<td>3/11 – 3/14/19</td>
<td>4</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
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</tbody>
</table>
Interested in a career as a Dental Assistant?

Get the skills and training you need for a successful career in the healthcare field.

Learn how to get started by attending a free healthcare orientation. Sessions are offered twice a month. Please see the course catalog or go to the college website at www.chesapeake.edu for detailed class and registration information or contact CEHealthcare@chesapeake.edu or call 410-827-3412.
OCCUPATIONAL TRAINING

LIFT TRUCK TRAIN-THE-TRAINER
This training will instruct students on how to meet OSHA’s new Powered Industrial Truck Standard using the National Safety Council’s Couthing the Lift Truck Operator training program. Training will include exercises to evaluate actual “hands-on” performance by your operators, and raise your training program to a new standard of excellence. Topics covered include: skills and techniques required for the safe operation and maintenance of powered industrial trucks and educating non-operators on how to work safely around powered industrial trucks.

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<th>Days</th>
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<tr>
<td>F</td>
<td>3/15/19</td>
<td>1</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
</tr>
</tbody>
</table>

OSHA 500 - TRAINER COURSE IN OCCUPATIONAL SAFETY AND HEALTH STANDARDS THE CONSTRUCTION INDUSTRY
This course is designed for individuals interested in teaching the 10- and 30-hour construction safety and health Outreach Training Program to their employees and other interested groups. Using OSHA Construction Standards as a guide, special emphasis is placed on those topics required in the 10- and 30-hour programs as well as those which are most hazardous. Students are briefed on effective instructional approaches and use of visual aids and handouts. This course allows the student to become a trainer in the OSHA Outreach Training Program, to conduct both 10- and 30-hour Construction Outreach classes, and to issue cards to participants after verifying course completion. Students who wish to participate as authorized Outreach trainers in the OSHA Outreach Training Program must prepare a presentation on an assigned OSHA Construction Outreach Training Program topic individually or as part of a group and successfully pass a written exam at the end of the course.

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<tr>
<th>Days</th>
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<tr>
<td>M - Th</td>
<td>4/8 - 4/11/19</td>
<td>4</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
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</table>

TEAM SAFETY
This training Team Safety provides an approach to planning for, assembling, and building effective safety and health teams. This course includes a self-assessment to determine your level of understanding, and involves interactive exercises for you to apply newly learned concepts to building and managing safety teams. Learn the distinction between safety teams and safety committees and how the two complement each other.

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<th>Days</th>
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<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
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INCIDENT INVESTIGATION
This Course is designed for anyone responsible for investigating incidents. Students will learn techniques for gathering complete, accurate and objective accident data. This course will take the student on a step-by-step investigation procedure for analyzing all possible root causes. This class examines incident investigation and analysis as a means of preventing injuries, property damage, and financial losses.

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<th>Days</th>
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<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
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SAFETY INSPECTION
This workshop provides an overview of the safety and health inspection process, then examines specific techniques to improve the process. Students learn to develop and use checklists in continuous and formal safety inspections.

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<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
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<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
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</table>
OCCUPATIONAL TRAINING

JOB SAFETY ANALYSIS
Job Safety Analysis (JSA) is a proven process for controlling operating hazards and costs. Get a step-by-step overview of the process, and define your role in making it effective. Through lecture, demonstrations, and workshops, students learn how to develop and manage a JSA program in your workplace. Students also learn how to enlist participation from line employees, supervisors, and upper management.

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<th>Days</th>
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<th>Sessions</th>
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<th>Location/Room</th>
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<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
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</table>

FIRST AID, CPR & AED INSTRUCTOR TRAINING
National Safety Council’s First Aid Institute is an internationally recognized authority on first aid procedures and CPR & AED Instruction. Both programs are recognized by Federal OSHA and Maryland Occupational Safety & Health (MOSH). CPR programs comply with the latest guidelines as outlined by the American Heart Association.

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<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
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<tr>
<td>M - W</td>
<td>6/10 - 6/12/19</td>
<td>3</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
<td>STAFF</td>
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</tbody>
</table>

OSHA 503 - UPDATE FOR GENERAL INDUSTRY OUTREACH TRAINERS
This course is designed for Outreach Training Program trainers who have completed course #501 Trainer Course in Occupational Safety and Health Standards for General Industry and who are authorized trainers in the OSHA Outreach Training Program. The course provides an update on OSHA General Industry Standards, policies, and regulations. Upon course completion students will have the ability to demonstrate continued professional development in their field by applying effective adult learning principles and interactive training techniques to clearly identify, define, and explain general industry hazards and acceptable corrective measures as they continue to teach the 10- and 30-hour General Industry Outreach Training Program classes.

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<tr>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tr>
<td>M - W</td>
<td>7/8 - 7/10/19</td>
<td>3</td>
<td>8 am – 4 pm</td>
<td>WYE Mills/TECH</td>
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</table>

ONLINE COURSES
Chesapeake College offers online occupational training programs designed to provide the skills necessary to acquire professional-level positions for many in-demand occupations. Our programs are designed by a team of professionals from each respective field, who work to provide the most effective Web-based learning experience available today. Instructors/mentors are actively involved in your online learning experience.

Categories include:
• Business and Professional
• IT and Software Development
• Management and Corporate
• Media and Design
• Hospitality and Gaming
• Skilled Trades and Industrial
• Sustainable Energy and Going Green
• Health Care and Fitness
• Accounting and Finance
• Languages
• Writing and Publishing
• Teaching and Education
ONLINE OCCUPATIONAL CLASSES
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• Skilled Trades and Industrial
• Sustainable Energy and Going Green
• Health Care and Fitness
• Accounting and Finance
• Languages
• Writing and Publishing
• Teaching and Education

For detailed course outlines including demonstrations and to register, go to: careertraining.ed2go.com/chesapeake or http://www.yougotclass.org/catalog-complete.cfm/Chesapeake. For more information, call Ellen Troutman-Wallace at 410-822-5400 ext. 2360 or e-mail etroutman-wallace@chesapeake.edu. All instruction and questions about the coursework will be handled through an online instructor or through chat rooms. Chesapeake College computer instructors are not available for questions. Be sure to read about other occupational training programs that are listed with the subject area of training.

BUSINESS/ACCOUNTING

ACCOUNTING PROFESSIONAL CONTINUING EDUCATION CERTIFICATE
Earn a continuing education certificate by successfully completing the following two courses:

ACCOUNTING FUNDAMENTALS I
Learn the basics of double-entry bookkeeping while examining how to analyze and record financial transactions, as well as prepare various financial reports at the end of the fiscal period. Accounts receivable, accounts payable, payroll procedures, sales taxes, and various common banking activities will be discussed. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

<table>
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<tr>
<th>Course/Section</th>
<th>Dates</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEG 035</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Charlene Messier</td>
</tr>
</tbody>
</table>

ACCOUNTING FUNDAMENTALS II
Build on the skills you gained in Accounting Fundamentals I (or other introductory course). Explore such topics as special journals, uncollectible accounts receivable, plant assets, depreciation, notes and interest, accrued revenue and expenses, dividends, retained earnings, and various financial reports for corporations. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

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<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEG 190</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Charlene Messier</td>
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ACCOUNTING FUNDAMENTALS SERIES
This course bundles Accounting Fundamentals I and Accounting Fundaments II together in one course at a discounted price. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

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<th>Instructor:</th>
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<tbody>
<tr>
<td>CEG 191</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Charlene Messier</td>
</tr>
</tbody>
</table>
NEW! PROFESSIONAL BOOKKEEPING WITH QUICKBOOKS 2018 (Software included)
Prepare for a career in the high-demand field of bookkeeping as you master QuickBooks 2018. By the end of the course, you'll be an expert in everything from basic accounting to double-entry bookkeeping. You can start this online class when you want and go at your own pace. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $12.95. A new section begins every month!

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<th>Course/Section</th>
<th>Dates</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEG 315</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>STAFF</td>
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</table>

BUSINESS/ENTREPRENEURSHIP

LEARN TO BUY AND SELL ON eBay
If you've ever dreamed of working from home or just earning extra income by buying and selling goods online, this course is for you. Learn how to create titles that get noticed, how to craft advertising copy that sells items quickly and for top dollar, and how to create and upload photos of the items you are selling. Learn how to conduct financial transactions and how to pack and ship any item hassle-free. If you're a buyer, you'll learn how to value almost any item up for auction, how to get the best possible price, how to protect yourself against fraud, and how to compete effectively against other bidders. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

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<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEG 070</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Kara Gordon &amp; Shirley Muse</td>
</tr>
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</table>

STARTING A PET SITTING BUSINESS
Find out how you can start your own pet sitting business. Learn the essentials of running your own business including animal care, home visit etiquette, and client relations. You'll explore start-up costs, accounting, fee-setting, business plans, low-cost marketing, and the many opportunities for expanding your pet sitting services. For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

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<tr>
<th>Course/Section</th>
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<th>Instructor:</th>
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<tr>
<td>CEG 085</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Jeff Grognet</td>
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</tbody>
</table>

ARTS AND CRAFTS AS A BUSINESS
Learn how to turn your arts and crafts hobby into a business. Find your market niche, create a unique sales approach, and discover insider secrets on finding and getting into the best craft shows! For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

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<th>Course/Section</th>
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<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEG 086</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Terri King</td>
</tr>
</tbody>
</table>

BUSINESS/NON PROFIT GRANT WRITING

A TO Z GRANT WRITING
Raise money for your organization by discovering how and where to look for a potential funder. Learn how to network and develop true partnerships with a variety of funders, how to organize a successful grant writing campaign, and how to put together a complete proposal package. For information about additional sections of this course go to ed2go.com/Chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!

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<th>Instructor:</th>
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<tr>
<td>CEB 130</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Linda Vallejo</td>
</tr>
</tbody>
</table>

(410) 827-5850 • www.chesapeake.edu/continuing_ed
## ONLINE CLASSES

### BUSINESS/OFFICE SKILLS

#### ADMINISTRATIVE ASSISTANT FUNDAMENTALS
Rapid growth in the health, legal services, data processing, management, public relations, and other industries have created many new job opportunities for administrative assistants. Master the essentials of managerial and staff support, information and records management, communications technology, travel and meeting coordination, space planning, and office ergonomics. **For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!**

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<tr>
<th>Course/Section</th>
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<th>Instructor</th>
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<tbody>
<tr>
<td>CEG 079</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Becky and Tony Swaim</td>
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</tbody>
</table>

#### ADMINISTRATIVE ASSISTANT APPLICATIONS
Gain the skills and knowledge you'll need to prepare for the Certified Administrative Professional (CAP®) exam and begin a rewarding career as an administrative assistant. Learn the fundamentals of business operations, accounting/finance, organizational management, and human resources. **For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!**

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<th>Dates</th>
<th>Location/Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CEG 179</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Becky and Tony Swaim</td>
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</table>

#### GRAMMAR REFRESHER
Gain confidence in your ability to produce grammatically correct writing. Whether you're a student or professional, a published or beginning writer, this course will help you navigate and master the linguistic twists and turns inherent in English grammar. **For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!**

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<th>Course/Section</th>
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<th>Location/Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CEG 261</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Ellen Feld</td>
</tr>
</tbody>
</table>

#### RESUME WRITING
Create an effective resume or improve the one you already have. Transform your resume into a powerful tool that will get you interviews. Learn different resume formats and the advantages and disadvantages of each. Make the most of your work experience. Know what to reveal in a resume, and what to keep to yourself. Learn to overcome gaps in work history and age discrimination. Discover how to use references to your advantage. This course includes the use of online resumes and Internet Resume Secrets. **For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!**

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<th>Course/Section</th>
<th>Dates</th>
<th>Location/Room</th>
<th>Instructor</th>
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<tr>
<td>CEG 140</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Stephanie Donaldson</td>
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</table>

#### SECRETS OF CAREER SUCCESS
Develop career-enhancing skills in a single course that covers twelve popular one-day seminar topics, including goal setting, time management, and personal organization. You'll learn how to improve your creative abilities, gain confidence with financial matters, and how to minimize conflict in your life. Develop a fulfilling career plan and improve relationships with co-workers, friends, and family. **For more information, go to www.ed2go.com/chesapeake or contact etroutman-wallace@chesapeake.edu. Course fee $115. A new section begins every month!**

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<tr>
<td>CEG 188</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>Becky and Tony Swaim</td>
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</table>
NEW! COMP TIA A+ WITH ITIL FOUNDATION
This online training program is perfect for students wanting to enter a career in Information Technology. Throughout this program, you will learn the essential skills needed to start a career working with the industry. You can start this online class when you want and go at your own pace. For information go to careertraining.ed2go.com/chesapeake/ or, contact etroutman-wallace@chesapeake.edu to register. Course fee $2,595. Sign up anytime!

CEG 312  A new section begins every month!  OL - EDG  David Grimes

NEW! LEAN SIX SIGMA GREEN BELT AND BLACKBELT
This online combined Black and Green Belt training program will teach you Lean Six Sigma process improvement projects from start to finish. The fees for the Lean Six Sigma Green Belt and Black Belt Certification exams are included in the program. You can start this online class when you want and go at your own pace. For information go to careertraining.ed2go.com/chesapeake/ or, contact etroutman-wallace@chesapeake.edu to register. Course fee $2,595. Sign up anytime!

CEG 314  A new section begins every month!  OL - EDG  Tracy O’Rouke

TEACHER TRAINING

TEACHER TRAINING COURSES AVAILABLE THROUGH ED2GO:

An Introduction to Teaching ESL/EFL  • Solving Classroom Discipline Problems (1 and 2)
Creating a Classroom Web Site  • Spanish in the Classroom
Creating K-12 Learning Materials  • Survival Kit for New Teachers
Differentiated Instruction in the Classroom  • Teaching Science: Grade 4-6
Differentiating K-12 Assessments  • Teaching Smarter with SMART Boards
Empowering Students with Disabilities  • Teaching Students with ADHD
Guide to Reading and Writing for Student Achievement  • Teaching Students with Autism: Strategies for Success
Guided Reading: Differentiated Classroom  • Teaching Writing: Grades 4-6
Guiding Kids on the Internet  • The Classroom Computer
Integrating Technology in the Classroom  • The Creative Classroom
Praxis I & Praxis II  • Using Internet in the Classroom
Response to Intervention: Reading Strategies

For questions and registration information, contact Ellen Troutman-Wallace at etroutman-wallace@chesapeake.edu, or 410-827-3410.
Class start dates: 1/16, 2/13, 3/13, 4/17, 5/15, 6/12, 7/17, 8/14, 9/17

ED2GO
Chesapeake College offers an exciting array of noncredit online courses. There are hundreds of classes offered each month to choose from! You will have access to your classroom 24 hours a day, seven days a week from any computer with Internet connection. Aren’t sure if online learning is for you? Try a class for up to seven days before you pay!

How do I get started? Use these two easy steps:

1. Visit our Online Instruction Center www.ed2go.com/chesapeake. Find the course you want to take and ENROLL in the course. Click the “Enroll Now” button, select a start date and click “Continue Enrollment.” If you are a new student you will need to create an account. If you are a returning student, log in with your email address and password. Under “Payment Options,” select “Purchase Course.” You will receive an email confirmation, but you are not officially registered for the course until the college receives a Chesapeake College registration form and payment. You will be guided through the process, step-by-step.

2. REGISTER/PAY - Submit a “Chesapeake College Continuing Education registration form” (that will be emailed to you in step 1 above) with payment by fax, mail or in person to complete the registration process.
ONLINE CLASSES

How do I enter the classroom?
When your course starts return to our Online Instruction Center (www.ed2go.com/chesapeake) and click the classroom link.

What types of classes are offered?
Ed2go offers a wide range of topics from Accounting, Certification Prep, Computer Skills, Database Management, Graphic Design, Health Care, Personal & Career Development, Teaching, Accounting, Languages, Photography, Personal Enrichment, Test Prep and more! Most of the classes are six weeks in length and offer two lessons a week for a total of 12 classes. If you aren’t sure if online learning is for you, try the class for up to seven days before you pay. Be sure to visit www.ed2go.com/chesapeake to see the complete list of classes.

Who do I contact if I have questions?
Ellen Troutman-Wallace 410-822-5400 ext. 2360, etroutman-wallace@chesapeake.edu.

Class start dates: 12/12, 1/16, 2/13, 3/13, 4/17, 5/15, 6/12, 7/17, 8/14, 9/17

INSTITUTE FOR ADULT LEARNING

ARTS & LITERATURE
Art in Series
Bead Weaving
Contemporary Literature
Drawing for Beginners
Flower Stained Glass
Friending Shakespeare
Gemological Analysis and Properties - Colored Gem Stones
Harry Potter Films: Analysis & Discussion
Instant Ukulele
Jamming for Note Readers
Just Eat it: Food in Fiction
Landscape Painting
Memoir Writing
Oil Painting
Oil Pastel Basics
Sea Shore Mosaic
Still Life Painting

COMPUTER TRAINING
Computer Confidence
Power Point
Word

CULINARY
Egyptian Cuisine
Persian Cuisine
Soul Food
The Pie Shop
Wine Tasting

HEALTH AND FITNESS
Chess for Grandparents
Line Dancing
Nutrition for Better Health - Cooking for One or More
Pickleball
Tennis
Yoga
Zumba Gold

HISTORY AND SOCIAL SCIENCE
A Tale of 4 Cities: Uptown Dorchester History
Ancient Wisdom
Core Principles in Psychology 4
Current Events
Great Decisions
Great Detectives
History of US First Ladies, PT II
History of US First Ladies, PT III
Jung & Personality
Personal Political Identity
Shakespeare’s Women
Tarot: A World of Art and History
The Day the Music Died
Tomorrow’s Coasts

How to Register:
Full Membership: $75
(online registration available)

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Registration start date</th>
<th>Membership Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 103 S</td>
<td>1/10/19</td>
<td>WYE Mills</td>
</tr>
</tbody>
</table>

Cambridge Only Membership: $25
(online registration is not available for the Cambridge only Membership)

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Registration start date</th>
<th>Membership Location</th>
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</thead>
<tbody>
<tr>
<td>CEL 160 S</td>
<td>1/10/19</td>
<td>Cambridge</td>
</tr>
</tbody>
</table>

Membership includes unlimited participation in all IAL courses, reduced prices for all IAL tours, day trips to nearby cities and social activities.
Location: Classes are held on the Wye Mills Campus of Chesapeake College located at the intersection of Routes 50 and 213, the Cambridge College Center on Race Street in Cambridge, MD and at Wye River Designs, 4300 Main Street, Grasonville, MD 21638.
**Opportunities:** Members are encouraged to offer new course ideas, serve as instructors and join committees (membership, curriculum, special events, and publicity). Expand your horizons through active participation in Institute affairs, develop new friendships and become part of a growing organization. Lunch and Learn/Brown Bag lectures are held immediately following the Current Events course each semester. You may use the college cafeteria and either buy lunch or bring your own.

A complete list of courses with descriptions will be in the IAL brochure that will be mailed out to interested parties each fall and spring. To have your name added to the list, please call 410-822-5400 ext. 2300, or e-mail IAL@chesapeake.edu. The IAL plans to offer group tours to interesting locations. More information will be available in the IAL brochure or visit the IAL webpage: https://www.chesapeake.edu/continuing-education/institute-for-adult-learning-ial

---

**IAL SHOWCASE OF CLASSES**

**Wine and Cheese Social**

Thursday, January 10, 2019 • 2 – 4 pm

Todd Performing Arts Center Lobby, Chesapeake College, Wye Mills Campus

**Coffee and Donuts Social**

Thursday, January 17, 2019 • 2 – 3:00 pm

Chesapeake College, Cambridge Center

Please RSVP by January 4th to:

Lyndy Mothershead at 410-822-5400 ext. 2300

or email lmothershead@chesapeake.edu

Join us to learn about the IAL, socialize, meet the instructors, and hear brief descriptions of upcoming classes.
ARTS & LITERATURE

ART IN SERIES
This continuing education course is designed to examine and explore several series of artwork created by famous artists from the Renaissance to the 20th century. Series to be included are Durer’s "Apocalypse"; Hogarth’s "Marriage a la Mode"; Klimt’s "Beethoven Frieze"; Rivera’s "Detroit Industry"; "Judy Chicago’s "Dinner Party".

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 292 9S</td>
<td>Th</td>
<td>5/2 – 5/30/19</td>
<td>5</td>
<td>1 - 2:30 pm</td>
<td>WYE Mills/HEC-117</td>
<td>Beverly Smith</td>
</tr>
</tbody>
</table>

INTRO TO BEAD WEAVING
This course will review the basics of bead weaving including types of bead weaving stitches, the types of beads available, and supplies/tools used. Students will have hands-on experience making a bracelet using right-angle weave with peanut beads, rondelles, and round seed beads. This is a beginner project. **Bracelet kits will be available to purchase at the first class ($10).** If you have any questions or would like a picture of the bracelet, please contact Teddy at Crazy4Beads@outlook.com. **Limited to 6 participants, so register early!**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 301 9S</td>
<td>T</td>
<td>3/5 – 3/26/19</td>
<td>3</td>
<td>1 – 2:30 pm</td>
<td>WYE Mills/EDC-27</td>
<td>Teddy Griffin</td>
</tr>
</tbody>
</table>

BEAD WEAVING-HERRINGBONE
This continuing education course is designed for students interested in being introduced to bead weaving or wanting to learn a new type of stitch. Students will get hands-on experience doing herringbone stitch by making a bracelet using cube and round seed beads. This project is designed for beginners. **Bracelet kits will be available for purchase at the first class ($10).** If you have any questions or would like a picture of the bracelet, please contact Teddy at Crazy4Beads@outlook.com. **Limited to 6 participants, so register early!**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 302 9S</td>
<td>W</td>
<td>4/3 – 4/17/19</td>
<td>3</td>
<td>1 – 2:30 pm</td>
<td>WYE Mills/EDC-27</td>
<td>Teddy Griffin</td>
</tr>
</tbody>
</table>

CHESS FOR GRANDPARENTS
This is course is designed for individuals who have little or no knowledge of chess. Chess is a good tool with which to entertain grandchildren and motivate them to approach life with realistic strategic plans. This course will introduce participants to the very basics of chess: the board, the pieces, openings, development, and end-game. Learn how to play chess to play with and motivate your grandchildren.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 309 9S</td>
<td>TH</td>
<td>3/7 – 3/28/19</td>
<td>4</td>
<td>10:30 – 12 pm</td>
<td>WYE Mills/HEC-117</td>
<td>Raymond Vergne</td>
</tr>
</tbody>
</table>

GEMOLOGICAL ANALYSIS AND PROPERTIES - COLORED GEM STONES
This continuing education course will study color variations of familiar and lesser known natural and enhanced gem minerals through hands-on examination of 75 samples of different gemstones. Topics include identifying the characteristics and features of colored rocks and minerals and learning how these elements determine a gem’s value and worth among jewelers and collectors.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 284 9S</td>
<td>T</td>
<td>4/2 – 4/30/19</td>
<td>5</td>
<td>3 - 4:30 pm</td>
<td>WYE Mills/HEC-117</td>
<td>Henry Siegrist</td>
</tr>
</tbody>
</table>
ARTS & LITERATURE

CONTEMPORARY LITERATURE: EXILE
This course is designed to teach students how to compare writing styles of different authors of contemporary literature. Students will compare books, describe the strengths and weaknesses, and the methods used to develop each story line. Books will be read in the following order:
Among the Living and the Dead—Inara Verzemnieks
On Canaan's Side—Sebastian Barry
Dogs at the Perimeter—Madeleine Thien
Exit West—Mohsin Hamid
Go, Went, Gone—Jenny Erpenbeck
Please read the first book before class.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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</thead>
<tbody>
<tr>
<td>CEL 275 9S</td>
<td>M</td>
<td>2/11 – 4/8/19*</td>
<td>5</td>
<td>1 – 2:30 pm</td>
<td>WYE Mills/HEC-117</td>
<td>Susan Thau</td>
</tr>
</tbody>
</table>

DRAWING FOR BEGINNERS
This continuing education course is designed to teach students the basics of drawing from composition to spatial relationships, shading, and texture. Students will use keen observational skills in several media and draw simple objects from life. Topics include pencil and charcoal techniques, shape, value, and composition to create a successful still life drawing. Supplies not provided, participants will be required to purchase a kit of minimum supplies. Please contact the instructor for a supply list: alaible7@gmail.com. Limited to 12 students.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 307 9S</td>
<td>W</td>
<td>2/6 – 2/27/19</td>
<td>4</td>
<td>4 – 5:30 pm</td>
<td>WYE Mills/TECH-101</td>
<td>Abby Ober</td>
</tr>
</tbody>
</table>

FLOWER STAINED GLASS
This continuing education class is designed to teach the basics of making a mosaic using stained glass. Learn about the different mosaic techniques such as focal points, placement, and color choice, as well as different kinds of mosaic tiles, stained glass, and other mosaic embellishments used in mosaic artistry. Students will be making a flower design using stained glass in colors and creating a background using textured clear stained glass. Students will learn how to pick out stained glass for a mosaic project, how to cut stained glass with tile nippers and class cutters, how to glue, and how to grout. There is a $25 materials, due at the first class.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 286 9S</td>
<td>M</td>
<td>4/1/19</td>
<td>1</td>
<td>1 – 4 pm</td>
<td>Wye River Designs</td>
<td>Candace Liccione</td>
</tr>
</tbody>
</table>

FRIENDING SHAKESPEARE: AN INTRODUCTION
This continuing education course is designed as an introduction to Shakespeare and his lasting impact in English literature and theater. Students will be read and examine short pieces of his works. Topics to be discussed are the basics of his works, learning how to appreciate his plays on stage, screen, or page, and understanding why he still remains prevalent in our current, everyday life.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 297 9S</td>
<td>Th</td>
<td>2/7 – 2/28/19</td>
<td>4</td>
<td>10:30 am – 12 pm</td>
<td>WYE Mills/HEC-117</td>
<td>Suzanne Sanders</td>
</tr>
</tbody>
</table>

GREAT DETECTIVES
This continuing education course will focus on the great writers who created the mystery novel genre, and their sleuths. Students will trace the legendary Sherlock Holmes and Nick and Nora Charles and the development of the novel formats from the beginning. Students will also discuss the cozy and hard-boiled detectives through a selection of mystery readings.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEL 089 9S</td>
<td>W</td>
<td>2/6 – 2/27/19</td>
<td>4</td>
<td>1 – 2:30 pm</td>
<td>WYE Mills/EDC-27</td>
<td>William Shepard</td>
</tr>
</tbody>
</table>
HARRY POTTER FILMS: ANALYSIS AND DISCUSSION

This continuing education course is designed to provide a venue for the Harry Potter reader to analyze and discuss the eight movies based on the seven books in J.K. Rowling’s epic and inspiring Harry Potter series. Topics will include a brief introduction and sorting, class discussions of the movies, an analysis of the movie series as a whole, and how the Harry Potter series is both a reflection of and has had an impact on modern society and consider its application to psychology.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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</thead>
<tbody>
<tr>
<td>CEL 278 9S</td>
<td>Th</td>
<td>2/7 – 3/21/19</td>
<td>7</td>
<td>1 - 2:30 pm</td>
<td>WYE Mills/EDC-27 (AUD 01 on 2/7/19)</td>
<td>Steve Kinlock</td>
</tr>
</tbody>
</table>

INSTANT UKULELE

This continuing education course is designed for adults wishing to quickly learn how to play popular songs on the ukulele using the Celtic-tuning method. Some songs include This Land Is Your Land, Tom Dooley Jingle Bells, Country Roads, My Little Runaway, and Over the Rainbow. Topics include ukulele structure, holding position, tuning techniques, note location, chords, strumming, and finger picking patterns. **Left hand nails need to be trimmed before the first class. There is a $25 ukulele rental charge to be paid at the first class.** Limited to 8 participants, so register early!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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</thead>
<tbody>
<tr>
<td>CEL 299 9S</td>
<td>T</td>
<td>5/7 – 5/28/19</td>
<td>4</td>
<td>8:45 – 10:15 am</td>
<td>WYE Mills/HEC-117</td>
<td>Jonathan Williams</td>
</tr>
</tbody>
</table>

JAMMING FOR NOTE READERS

This continuing education course is designed for adults who want to learn how to play popular songs on an instrument they previously learned in school or as an adult (a perfect course for students who have the ability to play a C scale in 5-10 seconds). Students will add their existing knowledge of scales for their instrument to the chord-tone system that will be taught. Topics include the chord-tone system, major and minor scales used in the “primary color” chords of pop tunes, riffs, and melodies. **Students must bring a music stand and their instrument for each class.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 303 9S</td>
<td>T</td>
<td>5/7 – 5/28/19</td>
<td>4</td>
<td>10:30 am – 12 pm</td>
<td>WYE Mills/HEC-117</td>
<td>Jonathan Williams</td>
</tr>
</tbody>
</table>

JUST EAT IT: FOOD IN FICTION

This continuing education course is designed to help students identify the symbolic power of food in literature through reading modern short stories about food. Students will read and discuss “foodie” fiction from around the world and explore topics such as “What the Nose Knows,” “Forbidden Fruit,” “When You Knead to Win,” and “Comfort Food” and engage in class discussions about the readings. Participants should have access to email in order to receive assigned readings.

<table>
<thead>
<tr>
<th>Course/Section</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 283 9S</td>
<td>Th</td>
<td>5/2 – 5/23/19</td>
<td>4</td>
<td>1 – 2:30 pm</td>
<td>Cambridge/206</td>
<td>Nancy Hesser</td>
</tr>
</tbody>
</table>

LANDSCAPE PAINTING FROM PHOTOGRAPHY

This continuing education course is designed to teach students the fundamentals of creating a successful landscape painting in oil or acrylic based off of photographs. Samples of other artists’ work will be provided for inspiration. Topics include creating a good landscape composition from photographs, balancing cool and warm colors, and learning about the different elements found in a landscape painting. **Supplies not provided, participants will be required to purchase a kit of minimum supplies. Please contact the instructor for a supply list: alaible7@gmail.com.**

<table>
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<tr>
<th>Course/Section</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEL 305 9S</td>
<td>W</td>
<td>2/20 – 2/27/19</td>
<td>2</td>
<td>6 – 9 pm</td>
<td>WYE Mills/TECH-101</td>
<td>Abby Ober</td>
</tr>
</tbody>
</table>
MEMOIR WRITING
“My Story and I’m Stickin’ to It!” Participants will explore their lives through writing and reading their stories to each other. Topics will be assigned each week and precious memories will be shared. Everyone has a story. Once you get started, the memories will flow. Your family will be glad you took the time to remember.

| Course/Section | Days | Dates            | Sessions | Time          | Location/Room     | Instructor:
|----------------|------|------------------|----------|---------------|-------------------|----------------
| CEL 147 9S     | T    | 4/2 - 4/23/19    | 4        | 10:30 am - 12 pm | WYE Mills/HEC-117 | Barbara Reisert |

OIL PAINTING: ANIMALS
This continuing education course is designed to provide oil painting techniques when utilizing specific brushes and mediums in the realistic portraiture of an animal. The course will be focused on painting both domesticated animals and wildlife. Topics include color mixing, brush strokes, paint application, painting vocabulary, and composition. **Supplies not provided, participants will be required to purchase a kit of minimum supplies. Please contact the instructor for a supply list: Langjp2013@gmail.com.** Limited to 12 participants, so register early!

| Course/Section | Days | Dates            | Sessions | Time          | Location/Room     | Instructor:
|----------------|------|------------------|----------|---------------|-------------------|----------------
| CEL 287 9S     | Th   | 2/7 – 2/28/19    | 4        | 2 – 4 pm      | WYE Mills/TECH-101 | Patricia Lang |

OIL PAINTING: THE UNDERPAINTING-STILL LIFE
This one-day course will teach you the advantages of an underpainting. You will follow the instructor on the processes of composition to a grisaille underpainting of a still life. In step by step instructions, you will complete a still life painting utilizing tones of one color underpainting. **Supplies not provided, participants will be required to purchase a kit of minimum supplies. Please contact the instructor for a supply list: Langjp2013@gmail.com.** Limited to 12 participants, so register early!

| Course/Section | Days | Dates            | Sessions | Time          | Location/Room     | Instructor:
|----------------|------|------------------|----------|---------------|-------------------|----------------
| CEL 288 9S     | TH   | 4/4/19           | 1        | 2 – 4 pm      | WYE Mills/TECH-101 | Patricia Lang |

OIL PAINTING: MEMBER’S CHOICE
This continuing education course is designed to give the students an understanding of the proper oil painting materials required and how to use them to complete an oil painting with the subject of their choice. Topics include painting vocabulary and materials, designing the composition of a painting, and using the color wheel to learn how to mix colors. **Supplies not provided, participants will be required to purchase a kit of minimum supplies. Please contact the instructor for a supply list: Langjp2013@gmail.com.** Limited to 12 participants, so register early!

| Course/Section | Days | Dates            | Sessions | Time          | Location/Room     | Instructor:
|----------------|------|------------------|----------|---------------|-------------------|----------------
| CEL 289 9S     | TH   | 4/11 – 5/9/19    | 5        | 2 – 4 pm      | WYE Mills/TECH-101 | Patricia Lang |

OIL PASTEL BASICS
This continuing education course is an introduction to oil pastels and will give students the opportunity to create their own work of art. Topics include familiarizing oneself with the materials needed, basic oil pastel techniques, color theory and composition, and blending techniques. **Supplies not provided, participants will be required to purchase a kit of minimum supplies. Please contact the instructor for a supply list: milyons94@gmail.com.** Limited to 12 participants, so register early!

| Course/Section | Days | Dates            | Sessions | Time          | Location/Room     | Instructor:
|----------------|------|------------------|----------|---------------|-------------------|----------------
| CEL 300 9S     | F    | 3/8 – 3/29/19    | 4        | 5 – 6:30 pm   | Cambridge/206      | Meredith Lyons |
ARTS & LITERATURE

SEASHORE MOSAIC
This continuing education class is designed to teach how to make a mixed media mosaic using natural materials and stained glass. This class combines natural materials such as seashells, sea glass, starfish, pearls, beads, and other embellishments and tempered glass to create a seashore stained glass sun catcher. Learn how to setup the design, glue the components on the glass, and how to mosaic using tempered glass pieces. Students will also learn about the different kinds of mosaic tiles, stained glass and tempered glass available for use and how to choose the right mosaics for a mosaic project. **There is a $25 materials fee, due at the first class.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>CEL 285 9S</td>
<td>M</td>
<td>2/4/19</td>
<td>1</td>
<td>1 – 4 pm</td>
<td>Wye River Designs</td>
<td>Candace Liccione</td>
</tr>
</tbody>
</table>

SHAKESPEARE’S WOMEN
This continuing education course is founded upon the ideas on the evolution of the female character over the 25-year course of Shakespeare’s plays from Tina Packer’s book, “Women of Will, Following the Feminine in Shakespeare’s Plays.” Film presentations, biographical research, and class discussions will be used to study how female characters changed significantly over Shakespeare’s lifetime.

<table>
<thead>
<tr>
<th>Course/Section</th>
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<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
</table>

STILL LIFE PAINTING
This continuing education course is designed to teach students how to create a painting from a sample still life setup. Students will paint in oil or acrylic on a canvas or board. Topics include painting vocabulary, basic color theory, and painting techniques to create a vibrant painting. **Supplies not provided, participants will be required to purchase a kit of minimum supplies. Please contact the instructor for a supply list: alaible7@gmail.com.**

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 306 9S</td>
<td>W</td>
<td>2/6 - 2/13/19</td>
<td>2</td>
<td>6 - 9 pm</td>
<td>WYE Mills/ TECH-101</td>
<td>Abby Ober</td>
</tr>
</tbody>
</table>

TAROT: A WORLD OF ART AND HISTORY
This course is designed for the student who is interested in learning more about the history and art associated with Tarot cards. Topics to be examined and discussed will include, card illustrations and how they relate to a six hundred year global expansion, the complexities of the artistry, the practice of divination, and the many uses of Tarot cards.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 298 9S</td>
<td>Th</td>
<td>3/7 - 3/28/19</td>
<td>4</td>
<td>3 – 4:30 pm</td>
<td>WYE Mills/EDC-27</td>
<td>Suzanne Sanders</td>
</tr>
</tbody>
</table>
Computer Course Level Key
Select the appropriate level of computer course to meet your needs. Each course is rated using a symbol to indicate the level of experience you should have prior to registering. To get the most out of your course, register for the course level that is right for you.

• Little or no experience.
• Limited keyboarding/computer experience or completion of a course.
• Some familiarity with software or Windows or key boarding and completion of a course.
• Keyboarding, specific software and Windows knowledge or completion of a course.

Microsoft Office

One-Day Computer Trainings: Computer Confidence, Word, and Excel Classes at the WYE Mills Campus.

• Courses are held on the WYE Mills campus, 9 am to 4 pm.
• Hands-on computer use and significant opportunity for questions and group interaction.

Courses have no specific pre-requisites, however, it is important to understand that the courses will be more productive for students who have some basic computer abilities such as being able to:
• Start the computer and open programs (applications)
• Control a mouse to navigate (point, click and drag)
• Use a keyboard to enter text and numbers – a certain typing speed is not required

COMPUTER CONFIDENCE
In this course, students will be introduced to the basics of computer use. The material covered provides hands-on experience and guides the students through the basic use of the computer. Students will use Microsoft 2013 applications such as Word, Excel, PowerPoint and Access. The students will become familiar with essential computer terminology, software applications, document creation, internet basics and email.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 276 9S</td>
<td>F</td>
<td>5/3/19</td>
<td>1</td>
<td>9 am - 4 pm</td>
<td>WYE Mills/EDC-26</td>
<td>Patrick Heline</td>
</tr>
</tbody>
</table>

WORD BASICS
Learn the basics of word processing with Microsoft Word. Learn how to create, save, edit, and print documents. Also learn how to move, copy, format documents use proofing tools, tabs, and indents. You will create, sort, format, merge and perform calculations in tables. This class is the beginning level of word and will help you with basic document preparation.

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<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 253 9S</td>
<td>F</td>
<td>5/10/19</td>
<td>1</td>
<td>9 am – 4 pm</td>
<td>WYE Mills/EDC-26</td>
<td>Patrick Heline</td>
</tr>
</tbody>
</table>

WORD - INTERMEDIATE
This course will help you to expand your knowledge of this powerful word processing program. Learn about section breaks, columns, WordArt, Clip Art and themes. Work with shapes, picture editing, inserting and formatting SmartArt. Create mail merge documents, envelopes and labels. Learn to use graphs and templates, columns and workplace customization.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Date</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 254 9S</td>
<td>F</td>
<td>5/17/19</td>
<td>1</td>
<td>9 am – 4 pm</td>
<td>WYE Mills/EDC-26</td>
<td>Patrick Heline</td>
</tr>
</tbody>
</table>
COMPUTER TRAINING

POWERPOINT BASICS
This continuing education course introduces students to the basics of Microsoft PowerPoint and how to effectively use the program. Students will learn to create graphic oriented presentations for projection to an audience. Students will explore the formatting functions, learn how to use design templates, text enhancement techniques and various methods of importing and applying graphics and sound enhancements to make a presentation that is memorable to an audience.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 308 9S</td>
<td>F</td>
<td>5/24/19</td>
<td>1</td>
<td>9 am - 4 pm</td>
<td>WYE Mills/EDC-26</td>
<td>Patrick Heline</td>
</tr>
</tbody>
</table>

NEW! PROFESSIONAL BOOKKEEPING WITH QUICKBOOKS 2018 (Software included)
Prepare for a career in the high-demand field of bookkeeping as you master QuickBooks 2018. By the end of the course, you’ll be an expert in everything from basic accounting to double-entry bookkeeping. You can start this online class when you want and go at your own pace. For more information, go to www.ed2go.com/chesapeake or contact etrouman-wallace@chesapeake.edu. Course fee $2,195. A new section begins every month!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Dates</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEG 315</td>
<td>A new section begins every month!</td>
<td>OL – EDG</td>
<td>STAFF</td>
</tr>
</tbody>
</table>

NEW! STAFF

STAY CONNECTED WITH CHESAPEAKE COLLEGE!
Download the mobile App on Google Play, iTunes or at https://guidebook.com/app/Chesapeake & follow us on social media:

Twitter
Emergency Alerts on Twitter: @ChesCollAlerts
@ChesapeakeColl
@ChesapeakeCollege
chesapeakecollege
NUTRITION FOR BETTER HEALTH - COOKING FOR ONE OR MORE
This continuing education course is designed to inform students about brain, heart, and overall health through discussion of nutrition and recipes. Students will learn about making healthy decisions while shopping for food to prepare for meals, how carbohydrates, fats, and proteins affect blood sugar, the role that fats, sugars, and salts play in heart and brain health, and discuss the latest news in nutrition research.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 304 9S</td>
<td>T</td>
<td>2/5 – 2/26/19</td>
<td>4</td>
<td>1 – 2:30 pm</td>
<td>WYE Mills/EDC-27</td>
<td>Julianna Pax</td>
</tr>
<tr>
<td>CEL 304 9SS</td>
<td>W</td>
<td>3/6 – 3/27/19</td>
<td>4</td>
<td>3 – 4:30 pm</td>
<td>Cambridge/206</td>
<td>Julianna Pax</td>
</tr>
</tbody>
</table>

EGYPTIAN CUISINE
We will study the history of Egyptian cuisine and beverages. We will prepare several dishes and then enjoy the fruits of our labor. There is a $25 materials fee for this class, due at the time of registration. Limited to 12 participants, so register early!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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</thead>
<tbody>
<tr>
<td>CEL 293 9S</td>
<td>T</td>
<td>2/5/19</td>
<td>1</td>
<td>10 am - 1 pm</td>
<td>WYE Mills/TPAC Kitchen</td>
<td>Katie Barney</td>
</tr>
</tbody>
</table>

PERSIAN CUISINE
We will study the history of Persian cuisine and beverages. We will prepare several dishes and then enjoy the fruits of our labor. There is a $25 materials fee for this class, due at the time of registration. Limited to 12 participants, so register early!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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</thead>
<tbody>
<tr>
<td>CEL 294 9S</td>
<td>T</td>
<td>3/5/19</td>
<td>1</td>
<td>10 am - 1 pm</td>
<td>WYE Mills/TPAC Kitchen</td>
<td>Katie Barney</td>
</tr>
</tbody>
</table>

QUALITY INEXPENSIVE WINES FOR YOUR DINING PLEASURE
This class will introduce the student/taster to good quality wines under $15. Tastings will broaden the taste palate, especially with French wines. Students will be able to sample French red wine, white wine, and wines from grapes grown in the USA, New Zealand, and Argentina. Students will also learn how to choose inexpensive wines that go well with Eastern Shore cuisine. There is a $15 materials fee for this class, due at the first class. Limited to 12 participants, so register early!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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</thead>
<tbody>
<tr>
<td>CES 177 9S</td>
<td>W</td>
<td>2/6 – 2/27/19</td>
<td>4</td>
<td>3 – 4:30 pm</td>
<td>WYE Mills/EDC-27</td>
<td>William Shepard</td>
</tr>
</tbody>
</table>

SOUL FOOD
We will study the history of Soul Food and beverages. We will prepare several dishes and then enjoy the fruits of our labor. There is a $25 materials fee for this class, due at the time of registration. Limited to 12 participants, so register early!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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</thead>
<tbody>
<tr>
<td>CEL 295 9S</td>
<td>T</td>
<td>4/30/19</td>
<td>1</td>
<td>10 am - 1 pm</td>
<td>WYE Mills/TPAC Kitchen</td>
<td>Katie Barney</td>
</tr>
</tbody>
</table>

THE PIE SHOP
Come taste & learn all about PIE, the sweet & savory. Pie has been a part of many cultures for centuries and now you can learn to make some delicious pies for your family and friends! In class, we will experiment with the inside and outside (crusts & fillings) of pies made by hand. This class will be taught by demonstration, discussion, and participation. There is a $15 materials fee for this class, due at the time of registration. Limited to 12 participants, so register early!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 312 9S</td>
<td>F</td>
<td>4/5/19</td>
<td>1</td>
<td>1 – 4 pm</td>
<td>WYE Mills/TPAC Kitchen</td>
<td>Paula Wolfflin</td>
</tr>
</tbody>
</table>
HEALTH & FITNESS

BEGINNER TENNIS
This course is designed for new and former players to get back into the swing of things. The four basic tennis strokes will be covered including: ground strokes, volley and serve, scorekeeping and basic rules of tennis. Tennis balls will be provided. Participants must bring their own rackets. Space Limited!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CES 388 9S</td>
<td>Th</td>
<td>4/4 - 4/25/19</td>
<td>4</td>
<td>3 – 4:30 pm</td>
<td>WYE Mills/Tennis Courts</td>
<td>Susan Claggett</td>
</tr>
</tbody>
</table>

INTERMEDIATE TENNIS
This course is designed for new and former players to get back into the swing of things. The four basic tennis strokes will be covered including: ground strokes, volley and serve, scorekeeping and basic rules of tennis. Tennis balls will be provided. Participants must bring their own rackets. Space Limited!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>CES 390 9S</td>
<td>Th</td>
<td>5/2 - 5/23/19</td>
<td>4</td>
<td>3 – 4:30 pm</td>
<td>WYE Mills/Tennis Courts</td>
<td>Susan Claggett</td>
</tr>
</tbody>
</table>

GENTLE YOGA, STRENGTH AND BALANCE
This course will incorporate an active warm up, floor exercise and standing exercises, stretching and strengthening to promote flexible joints, stronger muscles and healthier backs. Limited to 15 participants, so register early!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>CES 039 9S</td>
<td>W</td>
<td>2/20 - 3/13/19</td>
<td>4</td>
<td>10:30 am – 12 pm</td>
<td>WYE Mills/HPAC-103</td>
<td>Susan Claggett</td>
</tr>
<tr>
<td>CES 039 9SS</td>
<td>W</td>
<td>3/27 - 4/17/19</td>
<td>4</td>
<td>10:30 am – 12 pm</td>
<td>WYE Mills/HPAC-103</td>
<td>Susan Claggett</td>
</tr>
</tbody>
</table>

LINE DANCING
This is a beginner dance class where students will learn the basic dance steps for a different dance style each week and will learn a routine to go with each basic dance step learned. This class is definitely for someone who wants to get some exercise for a healthy lifestyle and have fun too. Limited to 20 participants, so register early!

<table>
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<tr>
<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CES 463 9S</td>
<td>F</td>
<td>3/1 - 3/22/19</td>
<td>4</td>
<td>10:30 am – 12 pm</td>
<td>WYE Mills/HPAC-103</td>
<td>Maxine Wixom</td>
</tr>
</tbody>
</table>

PIQUEBALL
This course is designed for players of all abilities. The key rules of the game will be covered including the pickleball serve, volleys, scorekeeping, the double-bounce rule and player positions. Pickleball perforated polymer balls will be provided. Participants must bring their own paddles. Space Limited!

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>CEL 257 9S1</td>
<td>W</td>
<td>2/6 - 3/6/19</td>
<td>4</td>
<td>8:45 – 10:15 am</td>
<td>WYE Mills/HPAC-130</td>
<td>Susan Claggett</td>
</tr>
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<td>No class 2/13</td>
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<tr>
<td>CEL 257 9S2</td>
<td>W</td>
<td>3/27 - 4/17/19</td>
<td>4</td>
<td>12 – 1:30 pm</td>
<td>WYE Mills/Tennis Courts</td>
<td>Susan Claggett</td>
</tr>
<tr>
<td>CEL 257 9S3</td>
<td>W</td>
<td>5/1 - 5/22/19</td>
<td>4</td>
<td>12 – 1:30 pm</td>
<td>WYE Mills/Tennis Courts</td>
<td>Susan Claggett</td>
</tr>
</tbody>
</table>
**ZUMBA GOLD**
Perfect for active older adults who are looking for a modified Zumba® class that recreates the original moves you love at a lower-intensity. How It Works: The design of the class introduces easy-to-follow Zumba® choreography that focuses on balance, range of motion, and coordination. Come ready to sweat, and prepare to leave empowered and feeling strong. Benefits: Class focuses on all elements of fitness: cardiovascular, muscular conditioning, flexibility and balance! **Limited to 20 participants, so register early!**

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<tr>
<th>Course/Section</th>
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<th>Sessions</th>
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<th>Location/Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>CES 038 9S</td>
<td>F</td>
<td>2/1 – 3/8/19</td>
<td>6</td>
<td>1 – 2 pm</td>
<td>WYE Mills/HPAC-103</td>
<td>Kathy Leary</td>
</tr>
</tbody>
</table>

**BUILDING CAREERS & COMMUNITY IN CAMBRIDGE FOR 40 YEARS.**

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ANCIENT WISDOM FROM MANY TRADITIONS
This continuing education course will focus on the works of eight early Medieval and Renaissance religious thinkers from the three Abrahamic Traditions: Judaism, Christianity, and Islam, to discover the significance their insights have on modern life. Some religious figures to be discussed include Maimonides, Averroes, Hildegard of Bingen, Rumi, Aelred of Rievaulx, and the Ball Shem Tov.

Course/Section  Days  Dates  Sessions  Time  Location/Room  Instructor:
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CEL 296 9S  M  2/4 – 3/11/19  5  3 - 4:30 pm  WYE Mills/EDC-27  Mark Delcuze

A TALE OF 4 CITIES: UPTOWN DORCHESTER HISTORY
This continuing education course is designed to explore Dorchester County history through four of its historic towns: Vienna, Cambridge, Wingate, and Hurlock. Students will identify major phases of Eastern Shore history by focusing on life and livelihood in a colonial center, a county seat, a waterman’s village, and a railroad center. By examining accounts of the development of these towns, students will trace factors related to prosperity and change related to resources, transportation, and community.

Course/Section  Day  Date  Sessions  Time  Location/Room  Instructor:
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CEL 282 9S  T  4/2 – 4/23/19  4  1 – 2:30 pm  Cambridge/206  Phillip Hesser

CORE PRINCIPLES IN PSYCHOLOGY 4
This continuing education course is designed to introduce the attendee to some core principles found in psychology with a focus on motor development, cognitive development, personality, and life transitions.

Course/Section  Days  Dates  Sessions  Time  Location/Room  Instructor:
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CEL 279 9S  F  4/5 – 4/26/19  4  10:30 am - 12 pm  WYE Mills/EDC-27  Steve Kinlock

CURRENT EVENTS & SOCIAL ISSUES
Facilitators will lead participant-directed current events discussion sessions. Discussion leaders and class participants choose topics from TV and computer news sources, and from reading newspapers and news magazines. Issues will be wide-ranging, including science, the environment, business, medicine, world events, politics, sports and religion. The intent is to stimulate discussion, to foster respect for differing points of view, to explore unfamiliar topics, and to learn from one another.

Course/Section  Days  Dates  Sessions  Time  Location/Room  Instructor:
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CEL 019 9S  M  3/4 – 4/29/19  8  10 – 11:30 am  WYE Mills/EDC-27  Mary Whitehead/Larry Blount

GREAT DECISIONS
This course will introduce complex foreign policy decision making. The program provides background information and policy options for the eight most critical issues facing America each year and serves as the focal text for discussion groups across the country. Students must purchase the 2019 Great Decisions Briefing Book at [https://www.fpa.org](https://www.fpa.org) The cost of the Briefing Book is $32.

Course/Section  Days  Dates  Sessions  Time  Location/Room  Instructor:
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CEL 226 9S  M  3/4 – 4/29/19  8  1 - 2:30 pm  WYE Mills/EDC-27  Larry Blount
HISTORY & SOCIAL SCIENCE

HISTORY OF US FIRST LADIES, PT II
This continuing education course is designed for students to examine and discuss the lives of America’s Presidential wives throughout US history. Students will review the early years, education, social status, careers before the White House and life after the White House. In addition, students will examine the First Ladies years in the White House and the impact they had on their husband’s presidency and on American society and culture over all. First Ladies to cover in this part: Rachel Jackson to Julia Tyler.

<table>
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<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEL 290 9S</td>
<td>F</td>
<td>2/8 – 3/1/19</td>
<td>4</td>
<td>3 - 4:30 pm</td>
<td>WYE Mills/EDC-27</td>
<td>Patrick Heline</td>
</tr>
</tbody>
</table>

HISTORY OF US FIRST LADIES, PT III
This continuing education course is designed for students to examine and discuss the lives of America’s Presidential wives throughout US history. Students will review the early years, education, social status, careers before the White House and life after the White House. In addition, students will examine the First Ladies years in the White House and the impact they had on their husband’s presidency and on American society and culture over all. First Ladies to cover in this part: Sarah Polk to Jane Pierce.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
<th>Dates</th>
<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 291 9S</td>
<td>M</td>
<td>4/1 – 4/29/19</td>
<td>4</td>
<td>3 - 4:30 pm</td>
<td>WYE Mills/HEC-117</td>
<td>Patrick Heline</td>
</tr>
</tbody>
</table>

INFORMAL INTRO INTO JUNG & PERSONALITY
This continuing education course will introduce the layperson to the views of Carl Jung with particular emphasis on his study of personality. Students will engage in brief in-class readings and activities, lectures, and discussions. At the culmination of the course, each student will be able to formulate their own conclusions regarding Jung’s teachings on personality.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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<tbody>
<tr>
<td>CEL 067 9S</td>
<td>T</td>
<td>4/2 – 4/30/19</td>
<td>5</td>
<td>1 – 2:30 pm</td>
<td>WYE Mills/EDC-27</td>
<td>Steve Kinlock</td>
</tr>
</tbody>
</table>

This course will provide a behind-the-scenes look at the fateful events and decisions leading to “The Day the Music Died” (February 3, 1959)—the tragic deaths of Rock & Roll stars Buddy Holly, Ritchie Valens, and The Big Bopper. Get an overview of the careers and music legacies of the three main headliners of the Winter Dance Party Tour and examine the difficult and challenging events, circumstances, and decisions that led to this tragic yet significant event in the history of Rock & Roll music.

<table>
<thead>
<tr>
<th>Course/Section</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
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</thead>
<tbody>
<tr>
<td>CEL 311 9S</td>
<td>M</td>
<td>2/18/19</td>
<td>1</td>
<td>10:30 am – 12 pm</td>
<td>WYE Mills/EDC-27</td>
<td>Joe Koper</td>
</tr>
</tbody>
</table>

TOMORROW’S COASTS: COMPLEX AND IMPERMANENT
This continuing education course is designed to provide a general foundation for understanding the interconnections of the myriad of factors that are driving coastal change and will determine what the future may hold. Topics include highlighting objective information on physical processes that impact future coastal environments and examining case studies from around the world to summarize recent scientific studies to provide students with a starting point for their own research on changing coasts.

<table>
<thead>
<tr>
<th>Course/Section</th>
<th>Days</th>
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<th>Sessions</th>
<th>Time</th>
<th>Location/Room</th>
<th>Instructor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL 281 9S</td>
<td>M</td>
<td>4/1 – 5/20/19</td>
<td>8</td>
<td>8:45 – 10:15 am</td>
<td>WYE Mills/ HEC-117</td>
<td>Charles Nichols</td>
</tr>
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Field Trips & Events

IRISH SPLENDOR: 3/6 - 3/13/2019
Featuring: Dublin, Irish Night, Christ Church Cathedral, Blarney Castle, Killarney, Dingle Peninsula, Farm Visit, Cliffs of Moher, Whiskey Distillery, Cabra Castle

BOOK BEFORE SEPTEMBER 7, 2018 AND SAVE $$

Flight & Hotels: 8 days, 9 meals, 6 Breakfasts, 3 Dinners
Price includes round trip airfare from Washington Dulles Intl, Air Taxes, Fees/Surcharges, Hotel transfers.

Double: $2,449, Single: $2,799, Triple: $2,419
For Bookings after September 7th, call Collette for rates.

SAVE THE DATE: To learn more about this trip, please attend a Special Travel Presentation on: Thursday, August 16, 2018 at 2 PM in the TPAC Lobby | RSVP 410-827-5810

ICELAND’S MAGICAL NORTHERN LIGHTS
10/28 - 11/3/2019
Featuring: Reykjavik, Northern Lights Cruise, Golden Circle, Thingvellir National Park, Geysir, Gullfoss, Vik, Seljalandsfoss, Skogar Folk Museum, Skógafoss, Jökulsárlón Glacial Lagoon, Skaftafell National Park, Vatnajökull Glacier, Lava Exhibition Center, Blue Lagoon

BOOK BEFORE APRIL 29, 2019 AND SAVE $$

Flight & Hotels: 7 days, 10 meals, 5 Breakfasts, 5 Dinners
Price includes round trip airfare from Washington Dulles Intl, Air Taxes, Fees/Surcharges, Hotel transfers.

Double: $3,799, Single: $4,299, Triple: $3,769
For Bookings after April 29th, call Collette for rates.

SAVE THE DATE: To learn more about this trip, please attend a Special Travel Presentation on: Thursday, August 16, 2018 at 2 PM in the TPAC Lobby | RSVP 410-827-5810
Chesapeake College's Division of Continuing Education and Workforce Training now offers classes specifically designed for seniors throughout the five-county area. The classes meet at senior centers and other sites and offer a variety of subjects. Classes are open to persons over 60 years of age who reside in Caroline, Dorchester, Kent, Queen Anne's, or Talbot counties.

Classes are held during the day and are between one and two hours in duration. Most classes meet once or twice a week and last between 10 to 16 weeks.

The following is a partial list of classes to be offered:

- Basic Drawing Techniques
- Craft Design and Production
- Design and Production of Art Objects
- Fundamentals of Art
- Fundamentals of Music
- Healthy Living for Older Adults
- Healthy Living for Older Adults/Enhanced Fitness
- Art Therapy

Students may register for classes at the sites listed or call the activity planner at the site. Not all classes are offered at every site; some counties have restrictions limiting who may attend at certain sites.

Amy Lynn Ferris Center
200 Schauber Rd., Chestertown
410-778-2564

Caroline Senior Center
403 S. 7th St., Suite 127, Denton
410-479-2535

Centreville Senior Center
104 Powell St., Centreville
410-758-0848

Delmarva Community Services
2450 Cambridge Beltway, Cambridge
410-221-1914

Federalsburg Senior Center
118 North Main St., Federalsburg
410-754-9754

Grasonville Senior Center
Rt. 18, Grasonville
410-827-6010

Percy Thomas Center
891 Love Point Rd, Stevensville
410-604-3801

Sudlersville Senior Center
605 Foxtown Rd., Sudlersville
410-778-5444

Talbot Senior Center
400 Brookletts Ave., Easton
410-822-2869

GIVE THE GIFT THAT LASTS FOREVER... EDUCATION!

Why not give a gift certificate for a Continuing Education class? With over 100 classes to choose from, there is something for everyone!

For more info, call 410-827-5850.

View a complete list of classes at www.chesapeake.edu
TEST PREPARATION & COLLEGE READINESS

SAT Prep classes are offered in the spring and fall each year, dates will vary.

REVISED COMPREHENSIVE SAT PREP CLASS
This course is designed to cover the Math, Reading and Writing sections of the SAT. Students will receive valuable test-taking strategies to help improve their score. Upon completion of the course students should be able to: organize thoughts for a timed essay, interpret selected reading passages, use diverse vocabulary, and complete math problems with accuracy. Students will need a graphing calculator, folder and pencils. Course fee $250. SAT PREP Books included.

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<th>Days</th>
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<td>6:30 – 8:30 pm</td>
<td>WYE Mills/EDC-27</td>
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YOUTH
COMING SOON! KIDS IN COLLEGE!
For more information contact Lois Thomas at 410-827-5810 or e-mail lthomas@chesapeake.edu

ONLINE TEST PREP CLASSES

- PREPARING TO ENTER GRADUATE OR LAW SCHOOL?
- NEED TO PASS THE SAT OR GED EXAM?

Increase your chances of earning that passing score by taking an online test preparation course. Most of the classes are six weeks in length and offer two lessons a week for a total of 12 classes. If you are unsure if online learning is for you, try the class for up to seven days before you pay. Be sure to visit www.ed2go.com/chesapeake to see the complete list of classes. To enroll in these courses or for more information, visit our online class section on page 55 for easy enrollment steps.

- GED: LANGUAGE ARTS
- GED: MATH
- GED: TEST TAKING SKILLS
- GMAT
- GRE PREPARATION: QUANTITATIVE
- GRE PREPARATION: VERBAL and ANALYTICAL
- LSAT I & II
- PRAXIS I
- SAT/ACT PREPARATION
CONTINUING EDUCATION CERTIFICATE PROGRAMS

The Division of Continuing Education & Workforce Training offers certificate programs in a number of career fields. For a complete list of offerings or for more information, please contact the Continuing Education Office at 410-827-5850 for more information.
FOUR OPTIONS TO REGISTER

#1 ONLINE
Register and pay online. Visit www.chesapeake.edu/continuing_ed/register.
You will be registering as a “Noncredit/Continuing Education” student.

Classes with a 9 in the section information are eligible for online registration. Example: CEI 100 9A. If you experience any problems, call 410-827-5850, 8:30 a.m. - 4:30 p.m. Students with any financial obligations with Chesapeake College are not eligible for online registration.

#2 IN PERSON
You may register in person on the Wye Mills Campus, at the Center for Allied Health, Memorial Hospital at Easton, or at the Cambridge Center.

#3 BY MAIL
Fill out the registration form completely. The form can be found at the back of this Schedule or on the College Website. Sign and date the completed form. Payment, along with purchase order, or signed Sponsorship Billing Authorization form must accompany registration form. Mail-in registrations must be received at least one week prior to course start date.

#4 BY FAX
Use a credit card for payment and include credit card type, number, expiration date, and owner’s signature on the registration form. MasterCard, Visa, Discover or American Express accepted. The fax number is 410-827-5852.

Payment is due at the time of registration, by cash, check, credit card (VISA, MasterCard, Discover or American Express) or debit card is required for online registration. There is a $5 registration fee in addition to any tuition or course fees associated with each course.

REGISTRATION HOURS/LOCATIONS
Wye Mills Campus: Open daily registration, Monday through Thursday, 8 am to 5:30 pm and Friday, 8 am to 4:30 pm
Summer Hours: Monday through Thursday, 8:30 am – 5:30 pm, Closed Fridays, May 17 – August 9
Cambridge Center: For more information, call 410-820-6058 or 410-228-5754.

REGISTRATION FOR ONLINE COURSES
Go to: www.chesapeake.edu/continuing_ed/ce_online.asp for a complete list of course offerings. These courses are presented asynchronously through the Web. This delivery mode provides students with the convenience of taking courses anytime, anywhere via their personal computer. Each course will have an online orientation, communication with an instructor, and activities. It is necessary for students to have a personal computer, e-mail, and Internet access to receive the courses. Students can find out more about the online courses and begin the registration process online through Chesapeake College’s Division of Continuing Education and Workforce Training Website at: www.chesapeake.edu/continuing_ed/ce_online.asp.

For more information, go to the Chesapeake College website at www.chesapeake.edu. The Website contains complete and current course schedules with descriptions and registration forms, for your convenience.

DEFERRED PAYMENT PLAN
A deferred payment plan is now available to noncredit students for noncredit courses with a minimum course length of two months. To participate, go to https://www.chesapeake.edu/ecashier/, follow the link to “Nelnet Business Solutions” and select the continuing education plan option. Students must complete the payment plan process before the first day of class. For more information, contact the Business Office at 410-822-5400, 410-758-1537, or 410-228-4360, ext. 2218 or e-mail to BusinessOffice-WMC@chesapeake.edu.

GENERAL INFORMATION
Most non-credit courses are designed for persons 16 years of age or older. Registrations not meeting this requirement will not be accepted UNLESS the course description clearly states that it is for the younger audience. For more information, call the Division of Continuing Education and Workforce Training at 410-822-5400, 410-758-1537, 410-228-4360, ext. 5850, or call the Cambridge Center at 410-228-5754, 410-820-6058.

TTY Device for the hearing and speech disabled located at the LRC Circulation Desk.
TUITION
Course tuition is determined by the legal residence of the student, with residents of Caroline, Dorchester, Kent, Queen Anne's and Talbot counties paying in-county tuition. Please note the tuition for In-county, Out-of-county, and Out-of-State is designated within each course description that applies. All students, including seniors, pay the same tuition and fees for CES, AFC and FTW courses.

SPONSORED BILLING
Employer Billed Tuition and Fees: Advanced payments by company check are welcomed at the time of registration. The College can also bill an employer. Please provide the College at the time of registration, a purchase order or completed Sponsorship Billing Authorization form (the form can be found at the back of this Schedule or request a form from the Business Office by calling 410-822-5400, ext. 2217). Also see the College’s Website to obtain a form. Include the employee’s name, Social Security number or student identification number, course number and title, and total amount of tuition, fees, and books (if applicable). Also include billing address and signature of person authorizing payment. Students will not be confirmed in their classes until the College receives the above information. The refund/withdrawal policy will apply.

FEES
All students, including senior citizens, must pay course fees, which may differ from course to course. Additionally, there is a $5 registration fee applied to every registration transaction.

SENIOR CITIZENS TUITION WAIVER
Seniors registering for continuing education courses, except those designated as CES, AFC or FTW will have TUITION waived. Proof of age required.

DISABILITY TUITION WAIVER
As a result of legislation (Maryland H.B. 53), effective July 1, 2012, tuition waivers for students with disabilities are applicable for noncredit, continuing education courses.

NATIONAL GUARD MEMBERS
If you are a member of the Maryland National Guard, you may be eligible for a 50 percent tuition discount on any Chesapeake College non-credit course, with the exception of courses designated CES, AFC or FTW in the course number. All National Guard members must pay related course fees and any book expenses. To qualify for this discount, members must present a State Tuition Waiver Letter from their Unit Commander upon registration on a semester basis.

REFUNDS
Tuition and course fee refunds of 100 percent will be made prior to the day of the first class. No tuition or fee refunds will be given after that date unless the College cancels the course. Those courses that are co-listed with credit courses follow the credit course refund policy.

CANCELLATIONS
The College reserves the right to cancel in advance any non-credit course for which minimum enrollment has not been met. There is a 100 percent refund of all tuition and course fees on courses cancelled by the College.

CREDIT AND NON CREDIT COURSES
As part of our mission to serve the citizens of the five-county Upper Shore area, Chesapeake College is offering several co-listed courses. These are classes, which are listed as both continuing education (non-credit) and as credit classes. Continuing education students will sit in the same classroom as credit students and have the same learning experience. Call 410-827-5850, for more information.

COLLEGE HOLIDAYS
Winter Break ............ 12/20/18 - 1/2/19
Martin Luther King Birthday .......... 1/21/19
Spring Break ......3/18 - 3/19/19
Memorial Day ..........5/27/19
Independence Day.............7/4/19
Labor Day ............ 9/2/19
REGISTRATION

BOOKSTORE
THE COLLEGE BOOKSTORE, located on the Wye Mills campus and at the Cambridge Center, sells textbooks and study and classroom aids for credit and non-credit courses. The Bookstore also sells personal supplies, snacks, class rings, and quality clothing including shirts, jackets, and shorts. Bookstore hours are set to accommodate peak registration times and both daytime and evening classes. Mail order services are provided via telephone.

For more information, call 410-822-5400, 410-758-1537, 410-228-4360, ext. 2304, or call 410-827-6874. Information can also be accessed through the Bookstore website at www.chesapeake.bncollege.com and also via the Chesapeake College homepage (Bookstore is located at the bottom left of the homepage, under ‘Chesapeake Websites’). The Bookstore e-mail address is bookstore@chesapeake.edu.

KEY TO CLASS LOCATIONS
CAMB - Cambridge Center
416-418 Race St., Cambridge

CDO - Carlson Denton Office
609 Locust St., Cambridge

DOR – Dorchester County School of Technology
2465 Cambridge Bypass, Cambridge

EDC – Economic Development Center
Wye Mills Campus

ECDC - Early Childhood Development Ctr.
Wye Mills Campus

EOD – Envoy of Denton
420 Colonial Drive, Denton

HEC - Higher Education Center
Wye Mills Campus

HUM - Kent Humanities Center
Wye Mills Campus

HPAC - Health Professions & Athletic Center
Wye Mills Campus

LRC - Learning Resource Center
Wye Mills Campus

MTC - Manufacturing Training Center
Wye Mills Campus

PAC - Todd Performing Arts Center
Wye Mills Campus

SCI - Talbot Science Center
Wye Mills Campus

TECH - Queen Anne’s Tech Center
Wye Mills Campus

WYE - Wye Mills Campus

KEY TO ABBREVIATIONS AND DEFINITIONS
M = Monday; T = Tuesday; W = Wednesday; Th = Thursday; F = Friday;
Sat = Saturday; Sun = Sunday

STAFF - When used under instructor indicates name of instructor was not available prior to publication of schedule.

TBD - Indicates information to be announced at a later date.
Accounting and Business  
Leanne Allen .......................... 410-827-5851

Accounting and Business – Online Training  
Ellen Troutman-Wallace .... 410-822-5400, x 2360

Adult Education  
Elaine Wilson .......................... 410-827-5835

Bartending/TIPS/TAM  
Leanne Allen .......................... 410-827-5851

Building Trades  
Tom Ellis .............................. 410-827-5807

Captain’s Certification  
Ellen Troutman-Wallace. 410-822-5400, x 2360

Customized Training  
Leanne Allen .......................... 410-827-5851

Chesapeake Child Care Resource Center  
Peg Anawalt .......................... 410-822-5400, ext. 2357

CHESAPEAKE HELPS .... 1-866-722-HLPS

Child Care Training Programs  
Deanna Tobin .......................... 410-822-5400, ext. 2353

Computer Training  
Lois Thomas .......................... 410-827-5810

C.P.R./First Aid  
Lisa Widmaier .......................... 410-827-3412

Culinary  
Ellen Troutman-Wallace 410-822-5400, x 2360

Customized Training  
Leanne Allen .......................... 410-827-5851

Employability Skills Training  
Leanne Allen .......................... 410-827-5851

English as a Second Language  
Elaine Wilson .......................... 410-827-5835

Entrepreneurship  
SBDC ................................. 410-827-5304

Fitness  
Lisa Widmaier .......................... 410-827-3412

GED  
Elaine Wilson .......................... 410-827-5835

History  
Lois Thomas .......................... 410-827-5810

Industrial Technology  
Tom Ellis .............................. 410-827-5807

Institute of Adult Learning  
Lois Thomas .......................... 410-827-5810

Languages  
Lois Thomas .......................... 410-827-5810

Medical  
Lisa Widmaier .......................... 410-827-3412

Occupational Training  
Leanne Allen .......................... 410-827-5851

Online Education  
Ellen Troutman-Wallace .... 410-822-5400 x 2360

OSHA Training  
Leanne Allen .......................... 410-827-5851

Personal Enrichment  
Lois Thomas .......................... 410-827-5810

Pool Certification  
Ellen Troutman-Wallace 410-822-5400, x 2360

Real Estate Appraiser  
Ellen Troutman-Wallace .... 410-822-5400 x 2360

Real Estate Broker  
Ellen Troutman-Wallace .... 410-827-5400 x 2360

Senior Programs - 50 Plus  
Lois Thomas .......................... 410-827-5810

Skilled Trades  
Ellen Troutman-Wallace 410-822-5400, x 2360

Tom Ellis .............................. 410-827-5807

Small Business & Technology  
Development Center  
Rich Loeffler .......................... 410-827-5304

Students with Disabilities  
Judy Gordon .......................... 410-827-5805

Test Preparation  
Lois Thomas .......................... 410-827-5810

Truck Driving/Bus/CDL Training  
Ellen Troutman-Wallace 410-822-5400, x 2360

Tom Ellis .............................. 410-827-5807

Veterinary Assistant  
Lisa Widmaier .......................... 410-827-3412

Workplace Safety  
Leanne Allen .......................... 410-827-5851

Workplace ESL & GED* Test Preparation  
Jason Mullen .......................... 410-822-5400, x 2688

Youth Programs  
Lois Thomas .......................... 410-827-5810

Sarah Ross .......................... 410-827-2327

For general information, call: 410-827-5850.
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Chesapeake College
Division of Continuing Education and Workforce Training - 410-827-5850
Open Enrollment Registration Form
(All information must be completed to process registration.)

Name: (Print) ____________________________
Last    First    Middle

Home Address: ____________________________________________
Street    P.O. Box

City or Town __________ State ______ Zip Code __________

Home Phone #: ____________________________ Work Phone #: __________

Cell Phone #: ____________________________ E-mail Address: __________

*Social Security #: ____________________________ *Date of Birth: (month/day/year) ____________________________
(Date of Birth is required by the College to ensure the integrity of student records and to meet federal government reporting requirements.) **Online Registration is now available for non-credit students. A student’s Date of Birth AND Social Security number will have to be on file to be able to Register online. Include both your Date of Birth and Social Security number on this registration form to be able to take advantage of ONLINE Registration in the future.

Have you previously been a student at Chesapeake College (credit or non credit): ☐ Yes ☐ No

Senior Citizen: (60 or older) ☐ Yes ☐ No  Gender: ☐ Male ☐ Female

Ethnicity:  Part 1:  Hispanic or Latino origin ☐ Yes (HIS) ☐ No (NHIS).
Part 2:  If you are not Hispanic or Latino, please select one or more of the following:
Race:  ☐ American Indian or Alaska Native (AN) ☐ Asian (AS) ☐ Black or African American (BL)
☐ Native Hawaiian or other Pacific Islander (HP) ☐ White (WH)

I certify that I am a legal resident of ____________________________ County, MD.

Student’s Signature ____________________________ Date __________

Method of Payment: ☐ Check ☐ Credit Card ☐ Money Order ☐ Purchase Order
☐ Sponsorship Billing ☐ Deferred Payment Plan

In order to process this registration, payment must accompany the completed registration form. If payment is made by credit card or debit card, information may be faxed to: 410-827-5852.

MAKE CHECKS PAYABLE TO CHESAPEAKE COLLEGE (Do Not Mail Cash!)
Charge my tuition to: (Check One) ☐ VISA ☐ Master Card ☐ American Express ☐ Discover Card

Card Number: ____________________________ Expiration Date: __________ CID#: __________
*Note: CID# is the last three digits in the signature box on the back of your credit card.

Cardholder’s Name: ____________________________
Authorized Cardholder’s Signature: ____________________________

NO WRITTEN CONFIRMATION OF REGISTRATION WILL BE MAILED. You should attend your selected class at the time listed in the schedule of classes. For more information, call the Division of Continuing Education at 410-827-5850.

COMPLETE COURSE INFORMATION BELOW:

<table>
<thead>
<tr>
<th>Dept./Number Section</th>
<th>Title &amp; Start Date</th>
<th>Tuition</th>
<th>Fees</th>
<th>Total</th>
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</tbody>
</table>

$5 Reg. fee per course ____________________________

Total Amount Due ____________________________

Note: Caroline, Dorchester, Kent, Queen Anne’s and Talbot county residents are in Chesapeake College’s service area.

Refer to the schedule of classes for appropriate fees. Senior Citizens must pay CES, AFCand FTW, tuition and fees.

Mail registration form with payment to: Chesapeake College, Business Office, P.O. Box 8, Wye Mills, MD 21679.

An E.O. Institution  Tobacco-free Campus.

02/16
Chesapeake College
Sponsorship Billing Authorization Form
Business Office, P.O. Box 8, Wye Mills, MD 21679

Please deliver this form at the time of registration,
or fax to the Business Office at 410-827-5852, prior to registering.

We authorize Chesapeake College to bill our company for the below listed student and
the appropriate charges for the ☐ fall ☐ winter ☐ spring ☐ summer term, year ______.
We will assume responsibility for (check appropriate box) ☐ tuition and fees
OR ☐ tuition, fees, and books.

_________________________________________  _______________________________________
Student name                      Student Social Security Number

Course Titles and Section Numbers:
_________________________________________
_________________________________________
_________________________________________

Please send the bill to the following name and address:

_________________________________________  _______________________________________
Company Name                      Authorized Individual (Please Print Name)

Mailing Address:

_________________________________________
City or Town              County    State    Zip

_________________________________________
Phone: ___________________________    Federal ID #: ___________________________

_________________________________________
Signature of Authorized Individual (Required)                     Date

If this bill remains unpaid at the end of the semester, the charges will revert back to the
student’s account and he/she will be held accountable. The student will not receive grades
or transcripts and will not be allowed to register until the account is paid in full.

Please note: Students may apply for and/or receive Financial Aid from other sources.
Under the Federal Right to Privacy Act, Chesapeake College cannot disclose any student
information with out the written consent (on a separate form) of the student.

_________________________________________
Student Signature (Required)                     Date
Grow your career. Enrich your life.

- Noncredit classes taught by expert instructors can advance your career and enhance your life.
- Update your computer skills or learn the basics with courses in Quick Books and Microsoft Office.
- Personal enrichment classes include dance, yoga, photography, cooking and languages.

For more information about our noncredit classes, please log on to chesapeake.edu or call 410-827-5810.
Phone Directory

Academic Support Services .......... 410-827-5854
Admissions .................................. 410-822-5400 x2287
Athletics ....................................... 410-827-5750
Bookstore ...................................... 410-827-6874
Box Office TPAC ............................. 410-827-5867
Business Office ..................... 410-822-5400 x2244
Career Services ............................... 410-827-5804
Child Care Resource Center .. 410-822-5400 ext. 2353
Continuing Education .............. 410-827-5850
Disability Services ......................... 410-827-5805
Financial Aid ................................. 410-822-5400 x2252
Health Professions ........................ 410-827-5917
Human Resources ............................ 410-827-5821
Library/Learning Resource Center .. 410-827-5860
Registration (Credit Classes) .. 410-822-5400 x2247
Registration (Non-Credit Classes) .. 410-827-5850
Small Business Development Center .............................................. 410-822-5400 x2340
Student Services .............................. 410-827-5829
Testing Center .................................. 410-822-5400 x2344
Todd Performing Arts Center ........ 410-827-5868
Transcripts/Grades ......................... 410-822-5400 x2249
Truck Driving Program ................. 410-822-5400 x2360
Workforce Innovation &
Opportunities Act Office ............... 410-822-1716

Your time. Your place.
Chesapeake College
SIX SHORT WEEKS
ONE GREAT CAREER!

GET YOUR CDL
IN AS LITTLE AS 6 WEEKS

YOU CAN EARN
$40 - $70K OR MORE ANNUALLY

JOB PLACEMENT ASSISTANCE AVAILABLE

FINANCIAL ASSISTANCE MAY BE AVAILABLE

DAY & NIGHT CLASSES AVAILABLE

For more information contact Ellen Troutman-Wallace at 410-822 5400 ext. 2360.

Connect with us online.
Register today - classes will fill fast!