



**FREE Classes For Adults**

# SPRING 2019

**Bạn Hãy Ghi Danh Ngay Bây Giờ Cho Các Lớp Học Miễn Phí!**

## **Semester Begins January 7**

**Earn a High School Diploma or GED  
Học tiếng Anh, Learn English  
Learn the Latest Computer Programs**



Spring registration starts	January 2
Spring classes start	January 7
Martin Luther King Day (Holiday)	January 21
Lincoln's Birthday (Holiday)	February 15-16
President's Day (Holiday)	February 18
Cesar Chavez Day (Holiday – Observed)	March 29-30
Spring Recess (No classes)	April 1-6
SCE High School Commencement	May 17
Spring classes end	May 18
Summer classes start	May 20
Memorial Day	May 27
Independence Day (Holiday)	July 4
Summer classes end	July 27

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**Three Full Service Sites to Serve Your Educational Needs**  
*Plus Many Other Convenient Santa Ana Community Locations! – See page 13*



**Centennial Education Center (CEC)**  
 2900 W. Edinger Avenue  
 Santa Ana, CA 92704

**Adult Education Center (AEC)**  
 at Santa Ana College  
 1530 W. 17th Street  
 Santa Ana, CA 92706

**Remington Education Center (REC)**  
 1325 E. 4th Street  
 Santa Ana, CA 92701

**Registration Office Hours:**

**Monday to Thursday:**  
 8:00am-8:45pm  
**Friday:**  
 8:00am-12:45pm  
**Saturday:**  
 8:00am-11:45am

**Monday to Thursday:**  
 8:00am-8:45pm  
**Friday:**  
 8:00am-11:45am

**Monday to Thursday:**  
 8:00am-8:45am  
**Friday:**  
 8:00am-11:45am

**Phone Numbers:**

**Registration:** 714-241-5700

**Registration:** 714-564-6173

**Registration:** 714-241-5850

**Counseling:** 714-241-5720

**Counseling:** 714-241-6176

**Counseling:** 714-241-5853

**Interested in Taking a Class?**

**REGISTER ONLINE AT: [sac.edu/sceapply](http://sac.edu/sceapply)**

**Register in person  
 in Room A101**

**Register in person  
 in Room B8**

**Register in person in  
 the Registration Office**

**You can also register with the instructor at any community site.**

All class days, hours, and sites are subject to change.

Classes in **bold type** are evening classes.

**Register online at: [www.sac.edu/sceapply](http://www.sac.edu/sceapply)**

**SPRING 2019**

## Who May Enroll?

Persons 18 years of age and over may enroll in continuing education classes. Students currently enrolled in secondary schools who wish to attend continuing education classes may be admitted by special request of the secondary school and approval by the SAC School of Continuing Education administration.

All classes are free and operate on an open-entry/open-exit basis. Registration is ongoing provided there is space available in class. All classes are free. Enrollment is on a first-come, first-served basis. Times listed for classes are subject to change without notice from the administration.

## Attendance Policy

Students are expected to attend all class meetings. Students who are enrolled and do not attend on the first class session may be dropped.

## Class Cancellation Policy

Any class with fewer than 20 students may be canceled.

## Disabled Students Policy

Disabled Students Programs & Services (DSPS) provides instructional support services and academic accommodations to students with disabilities. Students are responsible for requesting services and providing disability verification. To apply for services, students must meet with a DSPS professional to have their needs evaluated. Assessment for learning disabilities eligibility is available to students experiencing ongoing academic difficulties. To request services, contact the office of Disabled Students Programs and Services at 714-241-5769.

## Textbooks and Supplies

Textbooks are available for purchase by students at the bookstore. Supplemental books and supplies are also available. For bookstore hours, please call 714-241-5705.

## Photography

Santa Ana College School of Continuing Education, a non-profit California Community College, reserves the right to use photography and video images of students and visitors, age 18 and older, taken on our property and at college-sponsored events for marketing and promotional purposes. Objection to the use of an individual's photograph may be made in writing to Public Affairs and Publications, RSCCD District Office, 2323 N. Broadway, Suite 408, Santa Ana, CA 92706.

## CLASS SCHEDULE

The Rancho Santiago Community College District has made every reasonable effort to determine that everything stated in this class schedule is accurate. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the administration of the Rancho Santiago Community College District for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the District.

## Nondiscrimination Policy

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The Chancellor shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, religion, age, gender, gender identity, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he or she is perceived to have one or more of the foregoing characteristics, or because of his or her association with a person or group with one or more of these actual or perceived characteristics. Inquiries regarding compliance and/or grievance procedures may be directed to RSCCD Title IX Officer and Section 504/ADA Coordinator: Tracie Green 2323 N. Broadway, Santa Ana, CA 92706, 714-480-7489.

## Educational Programs & Services For Adults

Rancho Santiago Community College District is comprised of Santa Ana College and Santiago Canyon College. Each college has a division of continuing education whereby free educational programs and services are offered to adults. Educational programs that are offered free of charge include Adult Basic Education (ABE), Citizenship, Computer Applications, Computer Basics, English as a Second Language (ESL), ESL/Family Literacy, General Education Development (GED) Test Preparation, Adult High School Diploma Program, Office Employment Training Program, and Spanish Literacy. Each school also provides free services such as assessment, academic counseling, career counseling, personal counseling and orientation to all students. With the working adult in mind, classes are offered days, evenings and weekends at our main sites and over 30 other convenient locations in the city of Santa Ana.

## RSCCD BOARD OF TRUSTEES

Nelida Mendoza, President • Phillip E. Yarbrough, Vice President • Claudia C. Alvarez, Clerk • Arianna P. Barrios  
John R. Hanna • Zeke Hernandez • Lawrence "Larry" R. Labrado • Elizabeth M. Weber, Student Trustee  
Chancellor, Raúl Rodríguez, Ph.D. • Santa Ana College President, Linda D. Rose, Ed.D.

## CONTINUING EDUCATION ADMINISTRATION

James Kennedy, Ed.D., Vice President • Sergio Sotelo, Ph.D., Dean, Lorena Chavez, Interim Dean  
Christine Kosko, Dean • Phuong Nguyen, Registrar



# GETTING YOUR HIGH SCHOOL DIPLOMA IS FASTER THAN YOU THINK. REGISTER TODAY!

- 1 Visit the Counseling Office at Centennial Education Center, room B100 or at Santa Ana College Adult Education Center, room B8 or complete a registration form online at [www.sac.edu/sceapply](http://www.sac.edu/sceapply).
- 2 Take the reading placement test and attend a counseling orientation. We have multiple testing days and times to meet your needs. Make an appointment to meet with a counselor to get your results, 714-241-5720. Walk-ins are welcome.
- 3 Bring in your high school transcripts. Meet with a counselor to create an educational plan. Register and attend class.

## ADULT SECONDARY EDUCATION (ASE)

The Adult High School Diploma program is self-paced and offers open-entry/open-exit classes. Each student has an individualized educational plan to complete his/her personal graduation requirements. All students must see a counselor prior to enrollment. Counseling and tutoring services are available in the classrooms. For information, call the Counseling Office at CEC 714-241-5720 or AEC 714-564-6176.

### All High School Subject Courses

DAY	TIME	SITE	
MTuWTh	8:00am-5:00pm	CEC	<b>S-P</b>
<b>MTuWTh</b>	<b>5:00pm-9:00pm</b>	<b>CEC</b>	<b>S-P</b>
MTuWTh	8:00am-2:00pm	AEC	<b>S-P</b>
<b>MTuWTh</b>	<b>5:00pm to 9:00pm</b>	<b>AEC</b>	<b>S-P</b>
FSa	8:00am-12:00pm	CEC	<b>S-P</b>
F	8:00am-1:00pm	AEC	<b>S-P</b>

**NEW**

### FAST TRACK

#### Jump start getting your high school diploma.

- Complete Math Fundamentals 1 and earn five high school credits fast!
- Classes meet twice a week for 9 weeks.
- Sign up early; spaces are limited!

#### HSMTH 158 Math Fundamentals 1

**January 7 to March 7**

DAY	TIME	SITE
TuTh	8:00am to 11:00am	CEC
MW	11:00am to 2:00pm	CEC

**March 11 to May 16**

DAY	TIME	SITE
TuTh	8:00am to 11:00am	CEC
MW	11:00am to 2:00pm	CEC

#### HSART 601 Music Theory 1 – Course is 9 weeks

A beginning level music course that introduces the vocabulary and basic principles of music. Students must bring their own instrument. Students can earn 5 high school credits.

DAY	TIME	START	SITE
Th	6:00pm-9:00pm	1/10	CEC (Guitar)
M	5:30pm-8:30pm	3/11	CEC (Ukulele)

**NEW**

#### HSOth 742-Spanish 2 – Course is 9 weeks

Provides students with additional skills, concepts, grammar and vocabulary appropriate for a first year course in learning to speak Spanish. Students can earn 5 high school credits.

DAY	TIME	START	SITE
Tu	6:30pm-9:00pm	1/8	CEC

#### HSGED 031 GED and HiSET Test Preparation (English and Spanish)

Provides individualized instruction in preparation for the GED and HiSET tests. Covers test-taking strategies and the fundamentals of social studies, mathematics, science, reading, and writing.

DAY	TIME	SITE	
MTuWTh	8:00am-11:00am	CEC	<b>ES S-P</b>
MTuWTh	11:00am-2:00pm	CEC	<b>ES S-P</b>
MTuWTh	8:30am-11:30am	REC	<b>ES S-P</b>
MTuWTh	11:30am-2:30pm	REC	<b>ES S-P</b>
<b>MTuWTh</b>	<b>5:00pm-9:00pm</b>	<b>CEC</b>	<b>ES S-P</b>
<b>MTuWTh</b>	<b>5:00pm-9:00pm</b>	<b>REC</b>	<b>ES S-P</b>
FSa	8:00am-12:00pm	CEC	<b>ES S-P</b>
F	8:30am-12:30pm	REC	<b>ES S-P</b>

### EARN A STATE APPROVED CERTIFICATE

**Secondary Education (GED Prep) Certificate of Competency**

#### ELECTIVE CREDIT OPPORTUNITIES

Elective High School credits can be earned through:

- Work Experience
- Student Government participation
- Career Education, ESL, Academic ESL, ABE, and Leadership courses
- ESL Civics, Conversation, Pronunciation and Writing classes

#### FREE COLLEGE TRANSITION COURSES

Take our free college transition Math and English courses.

Complete an Algebra 1B class with a grade of C or better, and be automatically placed into Math 083/084 at SAC.

Complete a Composition 2 class with a grade of B or better, and be automatically placed into English 101 at SAC.

#### NEED EXTRA TIME TO FINISH YOUR HIGH SCHOOL DIPLOMA?

Visit our High School Lab (CEC B109) for Study Skills 1 • Monday–Thursday – 2pm to 5pm

Get specific help with time management, reading across disciplines, note taking, and test taking skills for your High School courses.

# ADULT BASIC EDUCATION (ABE)

The ABE program helps students improve basic skills in reading, writing and math in order to prepare them for success in the high school diploma or equivalency classes, college, or career training.

## FAST TRACK

Earn a State Certificate in one semester.

Classes meet twice a week for 9 weeks or once a week for 18 weeks

Complete up to four classes a semester, earning up to 20 high school credits!

Sign up early, spaces are limited!

**NEW**

**ABE 023 Reading, ABE 024, ABE 025 Math**

### January 7 to March 7

SUBJECT	DAYS	TIME	SITE
Writing	MW	8:00am-11:00am	CEC
Math	TuTh	8:00am-11:00am	CEC
Math	MW	11:00am-2:00pm	CEC
Reading	TuTh	11:00am-2:00pm	CEC
Reading	TuTh	11:00am-2:00pm	AEC
<b>Reading</b>	<b>TuTh</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>
<b>Writing</b>	<b>TuTh</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>

### January 7 to May 17

SUBJECT	DAYS	TIME	SITE
Reading	F	9:00am-12:00pm	CEC

### March 11 to May 16

SUBJECT	DAYS	TIME	SITE
Reading	MW	8:00am-11:00am	CEC
Math	TuTh	8:00am-11:00am	CEC
Math	MW	11:00am-2:00pm	CEC
Writing	TuTh	11:00am-2:00pm	CEC
Writing	TuTh	11:00am-2:00pm	AEC
<b>Writing</b>	<b>TuTh</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>
<b>Reading</b>	<b>TuTh</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>

## EARN A STATE APPROVED CERTIFICATE

**ABE Certificate of Competency**

**ABE/ASE Writing Proficiency Certificate of Competency**

**ABE/ASE Math Proficiency Certificate of Competency**

## ABE 111 Spanish Literacy for Adults

The Spanish Literacy Program instructs Spanish-speaking students in reading, writing, and math. Students can earn their Primaria and Secundaria Certificates through the Mexican Consulate.

DAYS	TIME	SITE	
MTuW	8:00am-12:00pm	SWSC	<b>ES</b>
<b>TuWTh</b>	<b>5:00pm-9:00pm</b>	<b>REC</b>	<b>ES</b>
W	8:00am-12:00pm	LES 71	<b>ES</b>
ThF	8:00am-11:00am	LES 71	<b>ES</b>
ThF	11:00am-2:00pm	LES 71	<b>ES</b>
Sa	8:00am-12:00pm	CEC E101	<b>ES</b>

## ABE 018 & HSS 092 Leadership Basics Training 2

Students will learn how to apply leadership techniques at work, home, school and in the community. Students can earn 5 high school credits.

DAYS	TIME	START	SITE
<b>W</b>	<b>5:30pm-9:30pm</b>	<b>1/16</b>	<b>CEC</b>
F	11:00am-3:00pm	1/11	CEC

## ABE 046 Attitudes for Success

Provides students with discussion and information about attitudes and behaviors that influence their personal and educational development. These classes are in partnership with Cooper Fellowship (714) 554-1152 and Phoenix House (714) 953-9373. For more information please call the site.

DAYS	TIME	SITE
<b>MTuF</b>	<b>6:30pm-8:30pm</b>	<b>CFSA</b>
MW	4:45pm-6:15pm	PHOE
TuTh	4:15pm-6:15pm	PHOE
W	4:30pm-6:00pm	PHOE
<b>W</b>	<b>6:00pm-8:00pm</b>	<b>PHOE</b>
F	2:45pm-4:15pm	PHOE
F	4:30pm-6:00pm	PHOE



Ride the OC Bus for **FREE** with your SAC student ID.

For more information about how to ride the bus for free,

call 714-241-5700 or visit [sac.edu/scebus](http://sac.edu/scebus)

# CAREER EDUCATION

The Career Education Program provides students with the professionalism, technical, computer, and soft skills needed in today's workforce that focuses on meeting the goals and needs of our students.

## EARN A STATE APPROVED CERTIFICATE

**Childcare Worker**  
**Computer Maintenance and Repair Worker**  
**Customer Service Representative**  
**Executive Secretary / Administrative Assistant**  
**General Office Clerk**  
**Vocational Construction Technology**

### PRNT 558 Early Childhood Care & Development for Family Child Care Providers

Provides knowledge about the care and development of young children for family childcare providers seeking state licensing.

DAY	TIME	SITE	
MW	8:30am-11:30am	OCCT	ES

### PRNT 562 Health Education for Family Child Care Providers

Provides family child care providers with health and safety information related to licensing.

DAY	TIME	SITE	
F	8:30am-10:30am	OCCT	ES

### VBUS 118 Intro to Windows

Introduces Windows navigation, views, commands, file management, customization and more.

DAY	TIME	SITE	
MTuWTh	8:00am-9:00pm	CEC	ES VI S-P
MTuWTh	11:00am-3:00pm	AEC	ES S-P
FSa	8:00am-12:00pm	CEC	ES VI S-P
<b>M</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>	<b>ES S-P</b>
F	8:00am-12:00pm	AEC	ES S-P

### VBUS 124 Intro to Keyboarding I

Instruction in keyboarding by touch for speed and accuracy.

DAY	TIME	SITE	
MTuWTh	8:00am-9:00pm	CEC	ES VI S-P
MTuWTh	11:00am-3:00pm	AEC	ES S-P
TuTh	8:30am -10:15am	GWCC Comp Lab	ES
F	8:00am-12:00pm	AEC	ES S-P
FSa	8:00am-12:00pm	CEC	ES VI S-P
<b>M</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>	<b>ES S-P</b>
Sa	8:00am-9:00am	LIS Comp Lab	
Sa	8:30am-9:30am	MIS 19	ES

### VBUS 125 Intro to Keyboarding II

Instruction in keyboarding by touch, basic document editing and word processing.

DAY	TIME	SITE	
MTuWTh	8:00am-9:00pm	CEC	ES VI S-P
FSa	8:00am-12:00pm	CEC	ES VI S-P

### VBUS 243 Intro to Customer Service Skills

Provides basic training in customer service, interpersonal skills, attitude, and initiative.

DAY	TIME	SITE	
F	8:00am-12:00pm	CEC	ES

### VBUS 244 Intro to Databases Using Microsoft Access

Instruction in creating tables, queries, forms and reports.

DAY	TIME	SITE	
MTuWTh	8:00am-9:00pm	CEC	ES VI S-P
WTh	11:00am-2:00pm	CEC	
FSa	8:00am-12:00pm	CEC	ES VI S-P

### VBUS 245 Intro to Desktop Publishing Using Microsoft Publisher

Instruction in creating publications, flyers, newsletters, brochures, and invitations.

DAY	TIME	SITE	
MTuWTh	8:00am-9:00pm	CEC	ES VI S-P
WTh	2:00pm-5:00pm	CEC	
FSa	8:00am-12:00pm	CEC	ES VI S-P

### VBUS 258 Navigating the Internet

Introduces the internet, connections, research, data retrieval, and email.

DAY	TIME	SITE	
MTuWTh	8:00am-9:00pm	CEC	ES VI S-P
MTuWTh	11:00am-3:00pm	AEC	ES S-P
<b>TuW</b>	<b>6:15pm-8:00pm</b>	<b>OCCT Comp Lab</b>	<b>ES</b>
FSa	8:00am-12:00pm	CEC	ES VI S-P
<b>M</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>	<b>ES S-P</b>
F	8:00am-12:00pm	AEC	ES S-P

### VBUS 259 Orientation to Computers

Students will learn basic computers skills and how to use a variety of computer applications.

DAY	TIME	SITE	
MTu	8:00am-11:00am	CEC	ES
MTu	8:30am-11:00am	REC	ES
MW	9:00am-12:00pm	CORB Comp Lab	ES
TuW	9:00am-12:00pm	SASC Comp Lab	ES
W	12:15pm-4:15pm	CORB Comp Lab	VI
F	8:30am -11:30am	DELH Comp Lab	ES
F	8:15am-10:45am	BGC	ES
F	8:30am-11:00am	REC	
Sa	9:00am-12:00pm	LIS Comp Lab	ES
Sa	9:30am-11:30am	MIS 19	ES
<b>T</b>	<b>6:00pm-9:00pm</b>	<b>REC</b>	<b>ES</b>
T	8:00am-12:00pm	CORB Comp Lab	VI
ThF	8:00am-12:00pm	CORB Comp Lab	VI

**ES** Bilingual Spanish    **VI** Bilingual Vietnamese    **S-P** Self-Paced

**VBUS 260 Intro to Word Processing Using Microsoft Word**

Instruction in creating formatting, editing, saving, and printing documents.

DAY	TIME	SITE	ES	VI	S-P
MTuWTh	8:00am-9:00pm	CEC	ES	VI	S-P
MTuWTh	11:00am-3:00pm	AEC	ES	S-P	
TuTh	10:15am-12:00pm	GWCC Comp Lab	ES		
<b>TuTh</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>			
FSa	8:00am-12:00pm	CEC	ES	VI	S-P
<b>M</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>	ES	S-P	
F	8:00am-12:00pm	AEC	ES	S-P	

**VBUS 262 Intro to Spreadsheets Using Microsoft Excel**

Instruction in basic spreadsheet concepts using sample problems.

DAY	TIME	SITE	ES	VI	S-P
MTuWTh	8:00am-9:00pm	CEC	ES	VI	S-P
MTuWTh	11:00am-3:00pm	AEC	ES	S-P	
MW	11:00am-1:00pm	CEC			
<b>M</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>	ES	S-P	
TuTh	8:30am -10:15am	GWCC Comp Lab	ES		
FSa	8:00am-12:00pm	CEC	ES	VI	S-P
<b>W</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>	ES		
F	8:00am-12:00pm	AEC	ES	S-P	

**VBUS 301 Business Skills (QuickBooks)**

Instruction in using the QuickBooks software program in accounting.

DAY	TIME	SITE
TuTh	11:00am-1:00pm	CEC
WTh	9:00am-11:00am	CEC
Sa	8:00am-12:00pm	CEC

**NEW**

**VBUS 303 Intro to Electronic Imaging Using Adobe Photoshop**

Instruction in using the Photoshop software program.

DAY	TIME	SITE	ES
WTh	8:30am-11:00am	REC	
<b>W</b>	<b>6:00pm-9:00pm</b>	<b>REC</b>	ES
Th	9:00am-12:00pm	SASC Comp Lab	ES
F	9:00am-1:00pm	SASC Comp Lab	ES

**VBUS 304 Intro to Electronic Presentations Using PowerPoint**

Instruction in creating presentations.

DAY	TIME	SITE	ES	VI	S-P
MTuWTh	8:00am-9:00pm	CEC	ES	VI	S-P
FSa	8:00am-12:00pm	CEC	ES	VI	S-P
F	1:00pm-3:00pm	SASC Comp Lab	ES		

**VBUS 400 Employability Skills**

Instruction in creating a career path, goals, resume, cover letter, interview techniques, and job retention skills.

DAY	TIME	SITE	ES
TuW	4:30pm-6:15pm	OCCT Comp Lab	ES
M	11:00am-2:00pm	CEC	
M	10:00am-12:00pm	WORK	
<b>Th</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>	ES
W	10:00am-12:30pm	VHS 2-1	ES

**VBUS 450 Hardware & Software A+ Preparation Review and Practice**

Instruction and test preparation for taking the A+ certification test.

DAY	TIME	SITE	ES
Sa	8:00am-1:00pm	CEC	ES

**VBUS 574 Computer Basics: Hardware & Software**

Provides instruction in maintenance, repair, and upgrading of personal computers.

DAY	TIME	SITE
MTu	6:00pm-9:00pm	CEC

**VBUS 576 Computer Basics: Systems and Networking Essentials**

Instruction in the networking of various operating systems.

DAY	TIME	SITE
WTh	6:00pm-9:00pm	CEC

**NEW**

**VBUS 590 Intro to How to Start a Small Business**

An introductory series of classes focusing on specific topics addressing the needs of individuals thinking about starting a small business.

DAY	TIME	SITE	ES
<b>W</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>	
TuTh	9:00am-12:15pm	OCCT Parenting Rm	ES
MTh	6:00pm-9:00pm	REC	

**PHARMACY TECHNOLOGY CERTIFICATION  
at Santa Ana College**

**VHLTH 799 Intro to Pharmacy Technology**

DAY	TIME	START	SITE
Sa	8:00am-10:05am	2/16	SAC H-109
<b>Tu</b>	<b>6:00pm-8:05pm</b>	<b>2/12</b>	<b>SAC A-210</b>
Tu	9:00am-11:05am	2/12	SAC H-210

**Take the First Pharmacy Class FREE!**

For more information, call Counseling at CEC 714-241-5720 or AEC 714-564-6176, or visit [www.sac.edu/pharmacy](http://www.sac.edu/pharmacy).

NEW

## FAST TRACK

**General Office Clerk Certificate***Earn a Certificate in 6 months!*

Courses		Day	Time	Start	Site
VBUS 118	Intro to Windows	MTuWTh	8:00am-11:00am	1/7	AEC
VBUS 260	Intro to Word	MTuWTh	8:00am-11:00am	2/5	AEC
VBUS 262	Intro to Excel	MTuWTh	8:00am-11:00am	3/11	AEC
VBUS 258	Navigating the Internet	MTuWTh	8:00am-11:00am	4/22	AEC
VBUS 124	Keyboarding I	MTuWTh	11:00am-3:00pm	1/7	AEC
VBUS 124	Keyboarding I	F	8:00am-12:00pm	1/11	AEC

VBUS 124 Keyboarding I, students are required to attend 2 hours a week. Student must complete VBUS 400 Employability Skills in May 2019.

**General Office Clerk Certificate***Earn a Certificate in 4 months!*

Courses		Day	Time	Start	Site
VBUS 118	Intro to Windows	MW	8:00am-11:00am	1/7	CEC
VBUS 400	Employability Skills	M	11:00am-2:00pm	1/7	CEC
VBUS 260	Intro to Word	TuTh	8:00am-11:00am	1/8	CEC
VBUS 258	Navigating the Internet	MW	8:00am-11:00am	3/18	CEC
VBUS 262	Intro to Excel	TuTh	8:00am-11:00am	3/19	CEC
VBUS 124	Keyboarding I	MTuWTh	8:00am-9:00pm	1/7	CEC
VBUS 124	Keyboarding I	F	8:00am-12:00pm	1/11	CEC

VBUS 124 Keyboarding I, students are required to attend 2 hours a week.

**General Office Clerk Certificate***Earn a Certificate in 9 months!*

Courses		Day	Time	Start	Site
VBUS 124	Keyboarding I	TuTh	8:30am-10:15am	1/8	GWCC
VBUS 262	Navigating the Internet	TuTh	8:30am-10:15am	1/8	GWCC
VBUS 260	Intro to Word	TuTh	10:15am-12:00pm	1/8	GWCC

Students must complete VBUS 118 Intro to Windows, VBUS 262 Intro to Excel & VBUS 400 Employability Skills starting May 2019.

**General Office Clerk Certificate***Earn a Certificate in 9 months!*

Courses		Day	Time	Start	Site
VBUS 400	Employability Skills	TuW	4:30pm-6:15pm	1/8	OCCT
VBUS 258	Navigating the Internet	TuW	6:15pm-8:00pm	1/8	OCCT

Students must complete VBUS 118 Intro to Windows, VBUS 124 Keyboarding I, VBUS 260 Intro to Word, and VBUS 262 Intro to Excel starting May 2019.

**FOR MORE INFORMATION ON OUR**

**Vocational Construction Technology Certificate**

**Call: 714-241-5781**

**Executive Secretary Certificate***Earn a Certificate in 4 months!*

Courses		Day	Time	Start	Site
VBUS 304	Intro to PowerPoint	MTu	2:00pm-5:00pm	1/7	CEC
VBUS 244	Intro to Publisher	WTh	11:00am-2:00pm	1/9	CEC
VBUS 245	Intro to Access	WTh	2:00pm-5:00pm	1/9	CEC
VBUS 400	Employability Skills	MTu	2:00pm-5:00pm	3/18	CEC
VBUS 125	Keyboarding II	MTuWTh	8:00am-9:00pm	1/7	CEC
VBUS 125	Keyboarding II	F	8:00am-12:00pm	1/11	CEC

VBUS 125 Keyboarding II, students are required to attend 2 hours a week.

**Customer Service Representative***Earn a Certificate in 5 months!*

Courses		Day	Time	Start	Site
VBUS 260	Intro to Word	MTu	6:00pm-9:00pm	1/7	CEC
VBUS 259	Orientation to Computers	MTu	6:00pm-9:00pm	3/18	CEC
VBUS 258	Navigating the Internet	MW	8:00am-11:00am	3/18	CEC
VBUS 243	Intro to Customer Service Skills	F	8:00am-12:00pm	1/11	CEC
VBUS 400	Employability Skills	Th	6:00pm-9:00pm	1/10	CEC
VBUS 124	Keyboarding I	MTuWTh	8:00am-9:00pm	1/7	CEC
VBUS 124	Keyboarding I	F	8:00am-12:00pm	1/11	CEC

VBUS 124 Keyboarding I, students are required to attend 2 hours a week.

**Childcare Worker Certificate***Earn a Certificate in 9 months!*

Courses		Day	Time	Start	Site
PRNT 558	Early Childhood & Dev. For Family & Childcare Providers	MW	8:30am-11:30am	1/14	OCCT
VBUS 590	How to Start a Small Business	TuTh	9:00am-12:15pm	1/8	OCCT
VBUS 400	Employability Skills	TuW	4:30pm-6:15pm	1/8	OCCT
PRNT 562	Health Education for Family Day Care Providers	F	8:30am-10:30am	1/18	OCCT

**Computer Maintenance & Repair Certificate***Earn a Certificate in 9 months!*

Courses		Day	Time	Start	Site
VBUS 574	Computer Basics: H/W&S/W	MTh	6:00pm-9:00pm	1/7	CEC
VBUS 576	Computer Basics: Systems & Networking	WTh	6:00pm-9:00pm	1/9	CEC
VBUS 400	Employability Skills	Th	6:00pm-9:00pm	1/10	CEC
VBUS 450	H/W & S/W A+ Review	Sa	8:00am-1:00pm	1/12	CEC



# ENGLISH AS A SECOND LANGUAGE (ESL)

## Enrollment and Orientation Procedures

Individuals interested in taking classes in the ESL Program take a placement test before enrolling into a class. The student's score on the test determines the appropriate level of English class. The test and orientation take approximately 2 hours.

Call the Registration desk for an appointment to take the placement test at 714-241-5700.

### ESL-300 Literacy

This is an ESL class for students who are not yet literate in English. Emphasizes communicative competence and basic functional language skills to meet immediate communication needs, including verbal and nonverbal strategies. Develops the ability of second language learners to recognize and read letters and numbers, copy and produce the alphabet, numerals, and simple personal information.

DAY	TIME	LOCATION
MTuWThF	11:00am-2:00pm	CEC

### ESL-301 Beginning Low

For students with some literacy in English. Emphasizes language skills in everyday situations and immediate needs of adult English learners, focusing on listening comprehension and beginning oral production of simple conversations, reading of practiced words and phrases, and completing simple writing tasks in the context of school, work and community.

DAY	TIME	LOCATION
MTuWThF	8:00am-11:00am	CEC
MTuWThF	8:30am-11:30am	REC
MTuWThF	11:00am-2:00pm	CEC
MTuWTh	8:00am-11:00am	AEC
MTuWTh	8:00am-11:00am	MVES-3
MTuWTh	8:30am-11:30am	CES-15
MTuWTh	8:30am-11:30am	ESQ-B-207
MTuWTh	8:30am-11:00am	DELH-103
MTuWTh	2:30pm-5:30pm	CEC
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>HES-MPR</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>MDES-51</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>REC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>KES-211</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>AES-42</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>WAPT-FRC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>OLPC-8</b>
MTuThF	8:30am-11:30am	FRES-34
<b>TuWTh</b>	<b>6:00pm-9:00pm</b>	<b>CJCG-EASTROOM</b>
TuTh	8:15am-11:30am	RES-122
Sa	8:00am-12:00pm	CEC

## Thủ tục ghi danh và thi xếp lớp

Học sinh muốn theo học các lớp Anh Ngữ cần phải thi xếp lớp trước khi ghi danh học.

Điểm thi xếp lớp rất cần thiết để chỉ định chính xác trình độ lớp học Anh Ngữ. Buổi thi xếp lớp và buổi hướng dẫn chương trình học sẽ mất chừng hai tiếng đồng hồ. Xin gọi cho văn phòng ghi danh tại số 714-241-5700 để lấy hẹn thi xếp lớp.

### ESL-302 Beginning High

Emphasizes comprehending and participating in simple conversations, communicating survival needs, and reading and performing written tasks in the context of college and career readiness and civic participation.

DAY	TIME	LOCATION
MTuWThF	8:00am-11:00am	CEC
MTuWThF	8:30am-11:30am	REC
MTuWThF	11:00am-2:00pm	CEC
MTuWTh	8:00am-11:00am	AEC
MTuWTh	8:00am-11:00am	MVES-3
MTuWTh	8:00am-11:00am	CEC
MTuWTh	8:30am-11:30am	CES-15
MTuWTh	8:30am-11:30am	ESQ-B-207
MTuWTh	8:30am-11:00am	DELH-103
MTuWTh	12:00pm-3:00pm	CEC
MTuWTh	2:30pm-5:30pm	CEC
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>HES-MPR</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>MDES-51</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>REC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>KES-204</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>AES-42</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>WAPT-FRC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>OLPC-8</b>
MTuThF	8:30am-11:30am	FRES-34
MTuW	8:00am-11:00am	EDES-604
<b>TuWTh</b>	<b>6:00pm-9:00pm</b>	<b>CJCG-EASTROOM</b>
TuTh	8:15am-11:30am	RES-122
Sa	8:00am-12:00pm	CEC

### ESL-303 Intermediate Low

Emphasizes comprehending and participating in conversations, communicating needs and opinions, reading from academic and informational text, and performing written tasks. Exposes students to authentic spoken and written content, to prepare students for college, the workplace, and civic participation.

DAY	TIME	LOCATION
MTuWThF	8:00am-11:00am	CEC
MTuWThF	8:15am-11:15am	CORB-ED RM
MTuWThF	8:30am-11:30am	REC
MTuWTh	8:00am-11:00am	CEC

MTuWTh	8:00am-11:00am	AEC
MTuWTh	8:30am-11:30am	REC
MTuWTh	11:00am-2:00pm	CEC
MTuWTh	2:30pm-5:30pm	CEC
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>REC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>KES-204</b>
MTuW	8:00am-11:00am	EDES-604
<b>TuWTh</b>	<b>6:00pm-9:00pm</b>	<b>CJCG-WESTROOM</b>
Sa	8:00am-12:00pm	CEC

### ESL-304 Intermediate High

Emphasizes expanding oral language, critical and creative thinking skills in English, and reading comprehension of authentic academic and informational text. Written tasks focus on academic and workforce preparation, as well as increased community and civic participation. Five high school elective credits may be granted.

DAY	TIME	LOCATION
MTuWThF	8:15am-11:15am	CORB-ED RM
MTuWTh	8:00am-11:00am	CEC
MTuWTh	8:30am-11:30am	REC
MTuWTh	11:00am-2:00pm	CEC
MTuWTh	2:30pm-5:30pm	CEC
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>REC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>
<b>TuWTh</b>	<b>6:00pm-9:00pm</b>	<b>CJCG-WESTROOM</b>
Sa	8:00am-12:00pm	CEC

### ESL-305 Advanced Low

Emphasizes higher-level language skills, reading passages with increased understanding and analysis, and improving academic and informational writing skills. Prepares students for academic and workforce success and increased civic participation. Five high school elective credits may be granted.

DAY	TIME	LOCATION
MTuWTh	8:00am-11:00am	CEC
MTuWTh	8:30am-11:30am	REC
MTuWTh	11:00am-2:00pm	CEC
MTuWTh	2:30pm-5:30pm	CEC
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>REC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>
Sa	8:00am-12:00pm	CEC

### ESL-306 Advanced High

Prepares students for academic and workforce success and civic participation. Emphasizes high-level language skills, conversations that convey complex thought patterns, and reading and writing strategies. This course uses authentic academic, informational and technical reading materials that expand the use of creative and critical thinking skills. Five high school elective credits may be granted.

DAY	TIME	LOCATION
MTuWTh	8:00am-11:00am	CEC
MTuWTh	8:30am-11:30am	REC
MTuWTh	11:00am-2:00pm	CEC
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>REC</b>
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>
Sa	8:00am-12:00pm	CEC

## ACADEMIC ESL

### ESL-704 Academic Beginning A

First course of the academic ESL track program developing academic skills through reading short multi-sentence paragraphs supported by visual clues, writing simple sentences on one topic, grammar, listening, and speaking skills with short informational passages.

DAY	TIME	LOCATION
MTuWTh	8:00am-11:00am	AEC
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>

### ESL-705 Academic Beginning B

Second course of the academic ESL track program developing academic skills through reading multi-paragraph authentic and adapted texts, writing short loosely organized paragraphs from a prompt, grammar, listening, and speaking skills with short informational and narrative passages.

DAY	TIME	LOCATION
MTuWTh	8:00am-11:00am	AEC
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>

### ESL-706 Academic Intermediate A

Third course of the academic ESL Track program developing academic skills through reading one-page multi-paragraph authentic or adapted text, writing well developed paragraphs, grammar, listening, and speaking skills with short informational and narrative passages. Five high school elective credits may be granted if student passes the course successfully.

DAY	TIME	LOCATION
MTuWTh	8:00am-11:00am	AEC
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>

### ESL-707 Academic Intermediate B

Fourth course of the academic ESL Track program developing academic skills through reading two-page authentic texts, writing expository essays, grammar, speaking, and listening skills with short lectures or speeches on familiar and academic topics. Five high school elective credits may be granted if student passes the course successfully.

DAY	TIME	LOCATION
MTuWTh	8:00am-11:00am	AEC
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>

## ESL SUPPORT CENTER

### ESL-398 ESL Community Learning Center (CLC)

The CLC is open to all levels and students are welcome to study in the center. Provides English language learners of all levels the opportunity to improve and support their language skills, while increasing knowledge of civics, citizenship, and computer literacy, through individualized, small group, and technology-based instruction. Open Entry/Open Exit

DAY	TIME	LOCATION	
MTuWTh	11:00am-6:00pm	CEC	<b>S-P</b>
<b>MTu</b>	<b>5:30pm-8:30pm</b>	<b>BCYF-MPR</b>	<b>S-P</b>
TuTh	11:30am-2:30pm	REC	<b>S-P</b>
F	8:00am-12:30pm	CEC	<b>S-P</b>
F	8:30am-11:30am	VHS-2-1	<b>S-P</b>
Sa	8:00am-12:00pm	CEC	<b>S-P</b>

**S-P** Self-Paced

## ESL SPECIALTY

### ESL-120 ESL Civics

Provides development in listening, speaking, reading, and writing English within the context of history and government in preparation for the United States Citizenship examination.

DAY	TIME	LOCATION
<b>MTu</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>
F	8:00am-12:00pm	CEC
F	9:00am-12:00pm	AEC
Sa	8:00am-12:00pm	CEC
Sa	8:00am-12:00pm	AEC

### ESL-394 ESL Writing A

Introduces non-native English speakers to basic sentence structure and all steps of the writing process including activities to write cohesive simple paragraphs. Students may be asked to submit a writing sample.

DAY	TIME	LOCATION
F	8:00am-11:00am	CEC
F	8:00am-10:00am	CEC

### ESL-395 ESL Writing B

Introduces the use of more advanced sentence structures and extensive practice with the writing process to improve composition skills. Students may be asked to submit a writing sample.

DAY	TIME	LOCATION
F	8:00am-10:00am	CEC

### ESL-490 Adv Writing & Grammar

This course will strengthen writing and grammar skills with a focus on advanced grammar and sentence combining strategies. Paragraph writing is emphasized. Five high school elective credits may be granted.

DAY	TIME	LOCATION
MW	11:00am-2:00pm	AEC
F	10:00am-12:00pm	CEC

### ESL-491 Adv Writing & Grammar Review

Provides intensive review and practice of writing strategies and basic grammar. Concentrates on paragraph writing along with verb tenses, adjective, noun and adverb clauses. Recommended completion of Intermediate ESL 3 or equivalent. Five high school elective credits may be granted.

DAY	TIME	LOCATION
<b>MW</b>	<b>6:00pm-9:00pm</b>	<b>AEC</b>

### ESL-530 American English Pronunciation

Develops English language fluency, and productive and receptive skills as they relate to sound discrimination, sound inventory, stress, intonation, linking, prominence and rhythm. The course aims to help students understand English and be understood while functioning within employment, survival and academic contexts.

DAY	TIME	LOCATION
MTuWTh	8:00am-11:00am	CEC
MTuWTh	11:00am-2:00pm	CEC
<b>MTuWTh</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>
MTu	2:00pm-4:00pm	CEC
TuTh	11:00am-1:00pm	AEC
F	8:00am-11:00am	CEC
F	8:30am-10:30am	REC
F	11:00am-1:30pm	CEC
Sa	10:00am-12:00pm	CEC

### ESL-570 Conversation 1

Introduces conversational strategies in listening, language use, and non-verbal communication. Presents oral skills necessary in initiating, maintaining and closing conversations. Emphasis on oral skills that assist in social interactions and expand listening and speaking skills.

DAY	TIME	LOCATION
MTu	11:00am-1:00pm	CEC
MTu	4:00pm-6:00pm	CEC
F	8:00am-10:30am	CEC
F	10:30am-1:00pm	CEC
F	10:30am-12:30pm	REC
Sa	8:00am-10:00am	CEC

### ESL-580 Conversation 2

Introduces advanced conversational strategies in listening, language use, and nonverbal communication. Presents oral expressions necessary to enhance conversation and listening skills. Emphasizes differences between formal and colloquial language, based on American attitudes and culture.

DAY	TIME	LOCATION
MW	11:00am-12:30pm	AEC
WTh	11:00am-1:00pm	CEC
WTh	2:00pm-4:00pm	CEC

## FAST TRACK

### Managed Enrollment Classes for ESL Students!

ESL Students can take up to two ESL levels the Spring 2019 Semester.

Students need to attend 4 days a week.

Sign up early for these classes! Space is limited.

For additional information, call 714-241-5700.

### Session 1: January 7 to March 7

#### Beginning High – Advanced Low

DAY	TIME	LOCATION
MTuWTh	8:00am-12:00pm	CEC

### Session 2 - March 11 to May 16

#### Beginning High – Advanced Low

DAY	TIME	LOCATION
MTuWTh	8:00am-12:00pm	CEC

## EARN A STATE APPROVED CERTIFICATE

**Academic ESL Certificates of Competency**

**Communication ESL Certificates of Competency**

**ESL Core Beginning Certificate of Competency**

**Vocational ESL Certificates of Competency**

## CITIZENSHIP

### CTZN-020 Citizenship

Provides basic knowledge and preparation for the United States citizenship process and naturalization test including language usage within the context of American history, government, and civics.

DAY	TIME	LOCATION
WTh	2:00pm-4:00pm	CEC
<b>WTh</b>	<b>6:00pm-9:00pm</b>	<b>CEC</b>
Tu	9:30am-11:30am	IMHS-PARISH
Tu	2:00pm-5:00pm	OCCC
Sa	9:00am-12:00pm	CEC

## SUBSTANTIAL DISABILITIES PROGRAM

### SSD 350 Communication with the Deaf

Designed as an introductory course to teach Signing Exact English, the manual alphabet, and signs used by the deaf.

DAY	TIME	START	SITE
<b>M</b>	<b>5:30pm-8:00pm</b>	<b>1/14</b>	<b>TAFT</b>

### SSD 788

#### Independent Living Skills for Developmentally Disabled Adults

Designed to assist developmentally disabled adults to attain a higher functional level for independent living.

DAY	TIME	START	SITE
MW	11:30am-2:30pm	1/7	REC
TuTh	11:30am-2:30pm	1/8	REC

**It is never too late to continue your education!  
Do it for yourself and your family!**



- All classes we offer are FREE
- Free evening child care at CEC (must be registered, space is limited)
- Free bus pass for those who qualify
- Free student IDs for registered students
- Three fully staffed campuses to serve you (CEC, AEC, and REC)
- Classes offered morning, afternoon, evening, and weekends
- Highly qualified instructors

SANTA ANA COLLEGE SCHOOL OF CONTINUING EDUCATION

**INSPIRING • TRANSFORMING • EMPOWERING**

## OLDER ADULTS PROGRAM

### OAP 457 Music Arts

A beginning course in music appreciation, singing, and guitar.

DAY	TIME	SUBJECT	SITE
F	1:30pm - 3:30pm	Guitar	SWSC
MW	12:00pm-2:00pm	Choir	SWSC

### OAP 802 Topics for Active Adults

An information class on issues concerning health, wellness, and culture awareness.

DAY	TIME	SUBJECT	SITE
Tu	12:30pm-1:30pm	Health	SASC
W	9:30am-12:00pm	Health	SASC
Tu	12:30pm-2:30pm	Culture/Cooking	SWSC

### OAP 823 Manipulative Skills

Students will use art and design to create a variety of projects.

DAY	TIME	SUBJECT	SITE
Tu	9:00am-12:00pm	Crafts	SASC
Th	1:00pm-3:00pm	Gardening	SWSC

### OAP 894 Physical Fitness

A variety of classes that promote wellness and exercises that maintain flexibility, strength, and endurance.

DAY	TIME	SUBJECT	SITE
Tu/Th	10:45am-12:15pm	Physical Fitness	SWSC

**NEW**

### OAP 894 Physical Fitness – (Fitness for Life)

Want to live a more active lifestyle? Get toned and strong in a fun filled environment.

DAY	TIME	SUBJECT	SITE
W	11:00am-1:00pm	Fitness for Life	REC

The Older Adults Program also offers a variety of educational classes in local residential facilities.

These classes are available to the public.

For information, please call the site.

<b>Country Villa Plaza</b>	<b>714 546-1966</b>
<b>French Park</b>	<b>714 973-1656</b>
<b>Hollybrook</b>	<b>714 541-3357</b>
<b>Santa Ana Towers</b>	<b>714 835-6906</b>
<b>Sunflower Gardens</b>	<b>714 641-0959</b>
<b>VIP</b>	<b>714 558-1216</b>

# STUDENT SERVICES

## COUNSELING

The School of Continuing Education (SCE), Counseling Department is committed to providing all students the necessary guidance to support their academic, personal, and vocational/career goals. Counselors will collaborate with students to complete an orientation, assessment, and develop an individualized educational plan. Utilizing Guided Pathways students will develop a clear understanding on how to transition to college and acquire the education needed for numerous careers. Day and evening counseling services are available on an appointment and walk-in basis. For more information, call the Counseling Office at CEC B-100 (714) 241-5720, AEC B-8 (714) 564-6176, REC (714) 241-5853.

## STUDENT TRANSITION PROGRAM

The decision to transition to Santa Ana College is a big step and some students may not be familiar with the application process. Counselors are available to guide students with each step of the transition process, including academic program pathways, assistance with online applications for admission and financial aid, scheduling new student orientations, and registering for classes. In addition, our Santa Ana College Outreach Department provides workshops for our students each semester to provide support and priority registration during this process. For more information about the Student Transition Program, please contact our Counseling Offices at CEC B-100 (714) 241-5720 or SAC AEC B-8 (714) 564-6176.

## COLLEGE CAREER AND TRANSITION CENTER

Career and transition services are offered through the School of Continuing Education Counseling Department. Counselors assist students with career exploration, goal setting, and discovering career pathways, making informed decisions, and transitioning to college. Students who wish to attend a college can meet with a SCE Counselor to discuss options. Counselors assist students in the career decision-making process and job preparation through classes, workshops, and individual appointments. For more information, call the College Career and Transition Center Office at CEC F-111 (714) 241-5805.

## GRADUATION OFFICE

The Santa Ana College School of Continuing Education Graduation Office serves as a resource to students, faculty, and staff in the issuance of the adult high school degree and State of California approved certificates. The office verifies and reviews student academic records in order to award the high school diploma degree or the state certificates and notifies the student of eligibility of these awards. For more information, call the Graduation Office at (714) 241-5726.

## ASSOCIATED STUDENT GOVERNMENT (ASG)

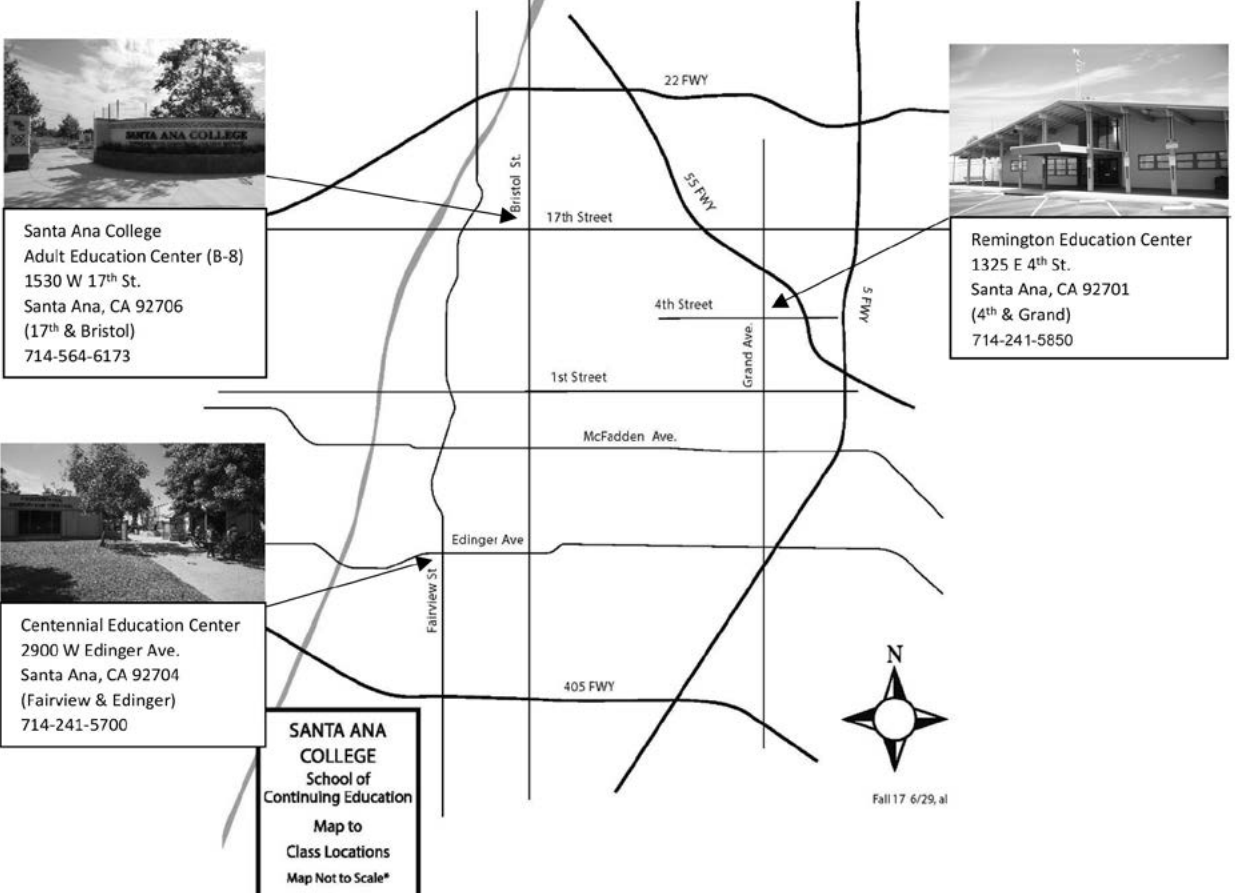
Associated Student Government of Santa Ana College School of Continuing Education (ASG SACSCCE) values the participation of all Santa Ana College School of Continuing Education students in our team's functions, events, and meetings. Our program provides excellent leadership opportunities to students. We sponsor a variety of educational, social, and cultural programs. We provide multicultural events, educational programs, holiday events, book drives, panel discussions, and services. The voice of every student is important, join us! Meetings are held every Tuesday at 10:30 am in Room E-105 at Centennial Education Center.

## CEC CHILD DEVELOPMENT SERVICES

Would you like your child to have a preschool learning experience and be ready for kindergarten? We offer a Part-Day Early Education program for children ages 3 to 5 that includes:

- Enriched learning environment
- Highly qualified staff
- Nutritious meals
- Opportunities for parent involvement
- Bilingual staff (English/Spanish)

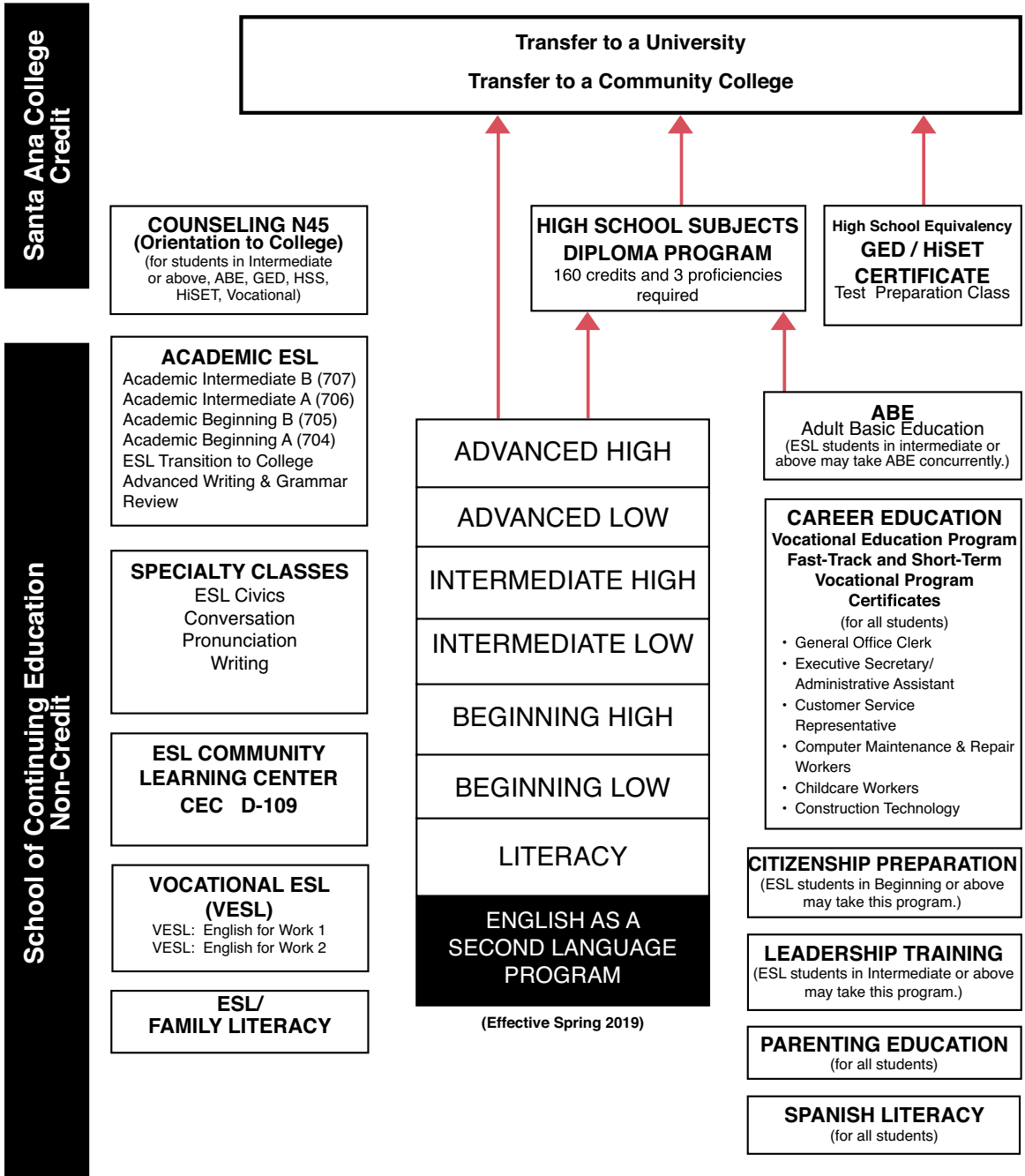
Morning and afternoon sessions available! Sliding fee scale for families who qualify. For more information, call (714) 241-5739.





# SANTA ANA COLLEGE

## School of Continuing Education



Educational Options 2018 - 2019  
Revised September 15, 2019 jlm

# Community Site List – Spring 2019

<b>AES</b>	Adams Elementary School	2130 S Raitt St, Santa Ana
<b>BGC</b>	Boys & Girls Club	950 W. Highland Street, Santa Ana
<b>BCYF</b>	Buena Clinton Youth & Family Center	12661 Sunswepth Avenue, Garden Grove
<b>CES</b>	Carver Elementary School	1401 W. Santa Ana Blvd., Santa Ana
<b>OCCC</b>	Catholic Charities of Orange County	1820 E. 16th Street, Santa Ana
<b>CEC</b>	Centennial Education Center	2900 W. Edinger Avenue, Santa Ana
<b>CJCG</b>	Church of Jesus Christ of Latter-day Saints	3401 S. Greenville Street, Santa Ana
<b>CORB</b>	Corbin Family Community Center	2215 W. McFadden Avenue, Santa Ana
<b>CVP</b>	Country Villa Plaza	1209 Hemlock Way, Santa Ana
<b>DELH</b>	Delhi Community Center	505 E. Central Avenue, Santa Ana
<b>EDES</b>	Edison Elementary School	2063 Orange Avenue, Santa Ana
<b>FRES</b>	Fremont Elementary School	1930 W. 10th Street, Santa Ana
<b>FPK</b>	French Park	3730 S. Greenville Avenue, Santa Ana
<b>GWCC</b>	Goodwill Career Center	200 N. Fairview Street, Santa Ana
<b>HES</b>	Heroes Elementary School	2130 S Raitt St, Santa Ana
<b>HBSL</b>	Hollybrook Senior Living	2025 N. Bush Street, Santa Ana
<b>IMHS</b>	Immaculate Heart of Mary Catholic Church	1100 S. Center Street, Santa Ana
<b>KES</b>	Kennedy Elementary School	1300 E. McFadden Avenue, Santa Ana
<b>LIS</b>	Lathrop Intermediate School	1111 S. Broadway, Santa Ana
<b>LES</b>	Lincoln Elementary School	425 S. Sullivan Street, Santa Ana
<b>MDES</b>	Madison Elementary School	1124 E. Hobart Street, Santa Ana
<b>MIS</b>	McFadden Intermediate School	2701 S. Raitt Street, Santa Ana
<b>MVES</b>	Monte Vista Elementary School	2116 Monta Vista Avenue, Santa Ana
<b>OCCT</b>	OC Children's Therapeutic Arts Center	2215 N. Broadway, Santa Ana
<b>OLPC</b>	Our Lady of Pillar Church	1622 W. 6th Street, Santa Ana
<b>REC</b>	Remington Adult Education Center	1325 E. Fourth Street, Santa Ana
<b>RES</b>	Roosevelt Elementary School	501 S. Halladay Street, Santa Ana
<b>SAC AEC</b>	Santa Ana College Adult Education Center (SAC AEC B8)	1530 W. 17th Street, Santa Ana
<b>SASC</b>	Santa Ana Senior Center	424 W. 3rd Street, Santa Ana
<b>SAT</b>	Santa Ana Towers	401 W. First Street, Santa Ana
<b>SWSC</b>	Southwest Senior Center	2201 W. McFadden Avenue, Santa Ana
<b>SFG</b>	Sunflower Gardens	3730 S. Greenville Avenue, Santa Ana
<b>TSJ</b>	Taller San Jose	801 N. Broadway, Santa Ana
<b>VHS</b>	Valley High School	1801 S. Greenville Street, Santa Ana
<b>VIP</b>	VIP Adult Day Health Care	1101 S. Grand Avenue, Suite K, Santa Ana
<b>WAPT</b>	Warwick Square	780 S. Lyon Street, Santa Ana

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- ADULT HIGH SCHOOL DIPLOMA
- ADULTS WITH DISABILITIES
- CITIZENSHIP PREPARATION
- ENGLISH AS A SECOND LANGUAGE
- GED/HISET TEST PREPARATION (ENGLISH/SPANISH)
- OLDER ADULTS PROGRAM

Santa Ana College School of Continuing Education

**INSPIRING • TRANSFORMING • EMPOWERING**



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