Join us for a College For Kids Open House on Saturday, March 5 from 12-3pm in The Lighthouse, located in the M Building.

Attend our Open House and meet our highly-trained staff members, and be introduced to the many enriching activities that we can provide your children for a memorable summer 2016 experience.

We will be accepting Early Registrations for our Summer 2016 College For Kids Program at the Open House.

Join us for a sensational summer of exciting new courses all at the most affordable prices in New York City. In addition to our already low prices, we are offering the following Early-Bird discount on either of our Full-Day Programs for students that enroll between March 5 and June 10, 2016.

4 Week Full-Day Program $1250* OR 6 Week Full-Day Program $1850*
EARLY-BIRD PRICE $1150 EARLY-BIRD PRICE $1700
Mon/Wed and Mon/Wed and
Tue/Thur 9:15am-4:30pm Tue/Thur 9:15am-4:30pm
July 5 through July 28 July 5 through August 11

*Includes lunch, snack and all class materials. Does not include $25 non-refundable registration fee.
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**A Message from the President**

The world of continuing education provides exciting prospects for individuals seeking to enhance their access to the broad spectrum of educational, growth, and career acceleration learning opportunities.

Here at the Office of Continuing Education at Kingsborough Community College, our course offerings can provide valuable career and salary growth, and help build skills that increase your value in the environments where you work. Many students take advantage of our High School Equivalency test preparation, as well as our ESL classes so they can acquire the necessary skills to move on to further academic and/or professional pursuits.

In today’s fast-moving world, we must learn new ways of thinking as we simultaneously find new ways of doing things. Global changes that focus on the economy, technology, healthcare and science are just a few among the areas that are informing how courses in continuing education have evolved in order to meet the growing demand for specialists in these fields. These changes demand that we engage in lifelong learning to keep up and to move ahead with our careers and personal lives.

While you’re here, we also encourage you to become familiar with the more than 60 degree-granting programs to support your career choice, or area of interest. As Brooklyn’s only community college, we want to help you connect to a meaningful educational experience that helps you to reach your next, best level.

*Farley Herzek*
*President*

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**A Message from the Dean**

The Office of Continuing Education at Kingsborough serves the diverse needs of the community with courses designed by learning experts and taught by industry professionals. You can find courses and programs to fit your needs and to help improve yourself, whatever your level of income and current level of education may be. We make higher education accessible and affordable for all. This is certain to give you an advantage for living and working in today’s demanding economy and job market.

Through the College For Kids program, students can improve their academic skills, and prepare for upcoming tests or have fun learning to swim, playing the piano or learning a new sport.

Thank you for considering Kingsborough in order to advance your skills and education.

*Christine Beckner*
*Dean*
Employers: Enhance your employees’ skills through Customized Training Programs

At Kingsborough, we have the solution for workforce training programs funded through contracts or grants, and can provide subject-matter specialists and professionals versed in solutions-oriented programs aimed at enhancing the skills of your employees. We can design custom-tailored solutions to help your employees grow and your businesses thrive. We offer training programs based on your specific needs, following an assessment analysis and input from your organization. Group training programs can be provided at your site, at a mutually convenient location, or on the beautiful 70-acre waterfront campus of Kingsborough Community College. We will work around your schedule as well as provide any textbooks and/or materials needed for specific programs.

If your business is centered around healthcare, such as a medical facility, an HMO, Nursing Home, Senior Care Center, Assisted Living Facility, or a Physician’s office, we can provide the necessary training to help you run a smooth and efficient business. Among the many subjects for which we have provided training, in addition to healthcare programs, are Leadership, Teamwork, Anger Management, Accent Reduction, Cultural Competency and Cultural Diversity, Sexual Harassment in the Workplace, Business Writing, Customer Service, and specific computer-related software training programs.

For more information contact: John L. Aaron, Director of Marketing, Corporate Training, Contracts & Grants at 718-368-5394, or via e-mail at jaaron@kbcc.cuny.edu

ARE YOU A FATHER OR WILL BE A FATHER SOON AND BETWEEN THE AGES OF 18 AND 24?

Then Kingsborough’s CUNY Fatherhood Academy (CFA) could be just what you’re looking for! CFA is a comprehensive program designed to promote responsible parenting and economic stability for unemployed and underemployed fathers through education, employment, and personal development.

PARTICIPANTS WILL RECEIVE:

• Preparation for the TASC™, New York’s High School Equivalency exam
• Career and educational exploration advice
• Preparation for college enrollment and job placement
• Work experience through internships and/or part-time jobs
• Workshops on important parenthood topics including family bonding, health and financial advice

ELIGIBILITY REQUIREMENTS:

• Must be a male between the ages of 18 and 24 years
• Must be eligible to work in the United States (U.S. citizen, Green Card holder, or have a U.S. Work Visa)
• Must already be a father or is expecting to be a father soon
• Must not currently be enrolled in a college or another training program

Simply fill out an Orientation Session Application online to start the registration process and a CFA representative will contact you and help assess your eligibility for registration in the program.

http://cewdkbcc.com/current-programs/cuny-fatherhood-academy/application-sessions/

For more information, call: (718) 368-4637
CAREERS & PROFESSIONAL DEVELOPMENT

If you are considering a career move, or are ready to advance within your field, we offer learning opportunities through career and professional development. Our experienced faculty and industry specialists will help direct you on your chosen path to accomplish your goals. We are committed to life-long learning and will serve as a resource guide to your success.

Accounting
Administrative Assistant
Business Administration
Center For Emergency Medical Services (EMS)
Child Abuse, Recognizing and Reporting
Culinary Arts
Dignity for All Students Act (DASA)
Domestic Violence Awareness Counseling
English as a Second Language (ESL)
Event & Meeting Planning
Hair Styling

Healthcare Institute
Interior Design
Make-Up Artist
Notary Public
Paralegal
School Violence Prevention
Simulation Center for Emergency Care and the Health Sciences
Taxi & FHV Test Preparation
Veterinary Assistant
Workforce & Professional Development

PARTICIPANTS WILL RECEIVE:
• Preparation for the TASC™, New York’s High School Equivalency exam
• Career and educational exploration advice
• Preparation for college enrollment and job placement
• Work experience through internships and/or part-time jobs
• Workshops on important parenthood topics including family bonding, health and financial advice

ELIGIBILITY REQUIREMENTS:
• Must be a male between the ages of 18 and 24 years
• Must be eligible to work in the United States (U.S. citizen, Green Card holder, or have a U.S. Work Visa)
• Must already be a father or is expecting to be a father soon
• Must not currently be enrolled in a college or another training program
GENERAL HEALTHCARE

NHA Certification Exams

National Healthcareer Association (NHA), the designated organization for determining certification standards for healthcare professionals, offers current healthcare workers, union members, and graduates who successfully complete one of the following approved training programs, the opportunity to demonstrate proficiency in their field. The costs of the NHA certification exams are eligible for VA reimbursement and NHA certification is recognized by 1199/SEIU.

For more information: Contact Kingsborough’s Healthcare Institute at 718-368-5359 between the hours of 3-9pm, Monday through Thursday and 9am-1pm on Saturday.

Important: For entry into any healthcare program, students must have earned a minimum of a high school diploma (or equivalent) and level 8 ESL proficiency.

Courses with a (T) indicate that a textbook will be required.

Please refer to pages 7, 8, and 9 for descriptions and schedules of the required courses below.

**Clinical Medical Assistant (CCMA)**
Certified Clinical Medical Assistants perform routine administrative and clinical tasks to keep the offices and clinics of physicians running smoothly. (352 clock hrs)

- CTF 20 Anatomy and Physiology (T)
- RTP 40 Basic Life Support for Healthcare Providers (BLS HCP) (T)
- CTF 87 Basic Patient Care Skills and Medical Law (T)
- CTF 88 Diagnostic Tests (T)
- CTF 89 Certified Health Electronic Records Specialist (CEHRS) (T)
- CTF 90 EKG/ECG Technician (T)
- CTF 91 Phlebotomy Procedures (T)

**Phlebotomy Technician (CPT)**
Become a certified Phlebotomy Technician by taking this comprehensive, hands-on program. (127 clock hrs)

- CTF 20 Anatomy and Physiology (T)
- CTF 90 EKG/ECG Technician (T)
- RTP 40 Basic Life Support for Healthcare Providers (BLS HCP) (T)

**Phlebotomy Technician (CPT)**

- CTF 91 Phlebotomy Procedures (T)

Students are responsible for securing the live sticks requirement at an outside clinical facility, prior to taking the Phlebotomy Technician certification examination.

- RTP 40 Basic Life Support for Healthcare Providers (BLS HCP) (T)

**Pharmacy Technician (CPhT)**
Become a certified Pharmacy Technician familiar with medical and drug terminology, and understand the laws and ethics relating to the pharmaceutical profession. (120 clock hrs)

- CTF 40 Medical Terminology and Pharmaceutical Calculations (T)
- CTF 42 Concepts of Pharmacology (T)

**EKG/ECG Technician (CET)**
These courses provide an overview of basic cardiovascular terminology, anatomy and physiology, and outlines the responsibilities for earning the certified EKG/ECG technician certification. (112 clock hrs)

- CTF 20 Anatomy and Physiology (T)
- CTF 90 EKG/ECG Technician (T)
- RTP 40 Basic Life Support for Healthcare Providers (BLS HCP) (T)

**Medical Billing & Coding Specialist (CBCS)**
This program is aimed at individuals who are either currently employed or seeking employment in a healthcare provider’s office, health insurance company, or independent billing center, and who want to become a certified Medical Billing & Coding Specialist. (180 clock hrs)

- CTF 25 Introduction, Terminology and Insurance (T)
- CTF 26 Procedures and Coding (CPT and ICD-10-CM) (T)
- CTF 27 Computerized Billing and Clinical Practice (T)
Certified Nurse Aide Programs

**Patient Care Technician (PCT) for CNAs**

The Patient Care Technician course teaches the technical skills necessary to service complex personal patient care issues including the implementation of selected portions of a specific care plan that may include rehabilitation services, basic bedside care, collection of laboratory specimens, phlebotomy and EKGs primarily geared for the inpatient setting. The Patient Care Technician works alongside doctors, nurses and other healthcare providers to oversee and monitor patients. This Patient Care Technician training will provide students with the basic medical knowledge and hands-on skills necessary to perform or obtain technical diagnostic testing and perform direct patient care. (157 hours)

**Prerequisite:** A current CNA license

A copy of license/certificate must be furnished prior to registration. Contact (718) 368-6630 for approval permit.

**CTF 93**
Intro to Patient Care Technician (T)

**RTP 40**
Basic Life Support for Healthcare Providers (BLS HCP) (T)

**CTF 90**
EKG/ECG Technician (T)

**CTF 91**
Phlebotomy Procedures (T)

**Certified Nurse Aide (CNA) Intensive**

A Certified Nurse Aide assists Licensed Practical Nurses (LPNs) and Registered Nurses (RNs) with direct patient care. This demanding, yet exciting program will prepare you for an entry-level position in a nursing home or hospital facility. (135 clock hrs—98 hrs classroom, 30 hrs Supervised Clinical Experience, 7 hrs CPR

**Prerequisite:** Students must pass an entrance exam before registering for this program. Call (718) 368-5359 for dates and information.

**CTF 78/79**
CNA Intensive (T)

**RTP 40**
Basic Life Support for Healthcare Providers (BLS HCP) (T)

**CTF 90**
EKG/ECG Technician (T)

**CTF 91**
Phlebotomy Procedures (T)

**REGISTER ONLINE TODAY AT:**
www.kbcc.cuny.edu/continuinged

*It’s easy! It’s fast! It’s convenient!*
GENERAL HEALTHCARE

CTF 20
Anatomy and Physiology (T)  $275
TueThur 6:45-9:45pm
Apr 12-June 23 OR
Sat 9am-4:10pm
Apr 9-June 18
An introduction to the structure and function of the human body, common disorders and diseases in relation to body systems. This course is required for CTF 87 Basic Patient Care Skills and Medical Law, CTF 90 EKG/ECG Technician and CTF 91 Phlebotomy Procedures.

CTF 25
Introduction to Terminology and Insurance (T)  $275
MonWed 6:45-9:45pm
Apr 11-June 27 OR
MonWed 6:45-9:45pm
Apr 9-June 18
An overview of the medical terminology used in a medical office, starting with the basics of anatomy, including the human body and its skeletal, pulmonary, digestive, cardiovascular and reproductive systems, and an introduction to health insurance.

CTF 26
Procedures and Coding (CPT and ICD-10-CM) (T)  $275
TueThur 6:45-9:45pm
Apr 12-June 23 OR
Sat 9am-4:10pm
Apr 9-June 18
This course covers CPT, a systematic linking and coding of procedures and services used in outpatient settings. This coding is required for billing and reimbursement by insurers. ICD-10-CM, the international classification of diseases, is used worldwide by many healthcare facilities. Prerequisite: CTF 25 Introduction to Terminology and Insurance.

CTF 27
Computerized Billing and Clinical Practice (T)  $275
TueThur 6:45-9:45pm
Apr 12-June 23 OR
Sat 9am-4:10pm
Apr 9-June 18
You will continue your study of office procedures and billing to include scheduling patients for laboratory, surgical and testing procedures, completing patient charts, and accounting practices using state-of-the-art medical software. Prerequisite: CTF 26 Procedures and Coding, and basic computer skills.

CTF 41
Medical Terminology and Pharmaceutical Calculations (T)  $275
MonWed 6:45-9:45pm
Apr 11-June 27
Learn medical and pharmaceutical terminology and how to identify drug-related problems. Learn how to interpret and process drug prescriptions and develop proficiency with basic skills in determining accurate drug calculations.

CTF 42
Concepts of Pharmacology (T)  $275
TueThur 6:45-9:45pm
Apr 12-June 23 OR
Sat 9am-4:10pm
Apr 9-June 18
Discover how pharmacology relates to our anatomical system and the actions of various drugs and their subsequent disorders. Become familiar with parental solutions and the special handling of chemotherapeutic drugs. Prerequisite: CTF 41 Medical Terminology and Pharmaceutical Calculations, and basic computer skills. Materials fee: $25. White lab coat required (purchased separately) not included in materials fee.

CTF 78/79
CNA Intensive (T)  $650
MonTueWedThur 6-10pm
Apr 11-Jun 13
30-hour clinical experience will be conducted in the morning and/or early evening.
This course introduces students to the needs of the patient, legal/ethical issues, effective communication and anatomical changes accompanying the aging process. It will also cover health and nutrition and the care of persons with cognitive and mental disabilities. Includes 30 hours of supervised clinical experience in a Residential Health Care Facility. Prerequisite: Students are required to pass an entrance exam before registering for this course. Contact (718) 368-5359 for more information. Pre/Co-requisite: RTP 40, CPR/Basic Life Support. Materials fee: $40
Students are responsible for purchasing textbooks and uniforms, and for certifying exam fees separately. Textbooks may be purchased at the Kingsborough bookstore. Students will be informed of uniform scrub color by instructor. Contact the Healthcare Institute prior to registering at: (718) 368-5359.

CTF 87
Basic Patient Care Skills and Medical Law (T)  $275
MonWed 6:45-9:45pm
Apr 11-June 27
Skills common to the private practice and hospital worker are covered including obtaining medical histories, vital signs, prepping patients, first-aid care, and emergency procedures for the medical office. Also covered: Patient’s Bill of Rights; advanced directives; and scope of practice issues. Prerequisite: CTF 20 Anatomy & Physiology. Materials fee: $20

CTF 88
Diagnostic Tests (T)  $275
MonWed 6:45-9:45pm
Apr 11-June 27
This course will help you understand the importance of maintaining a sterile environment when preparing for minor surgical procedures. You will learn how to collect specimens, perform simple measurements and tests, and acquire knowledge of prescription and non-prescription medications. In addition, the computer component will teach you to use electronic records in a medical practice. Prerequisite: CTF 87 Basic Patient Skills and Medical Law. Materials fee: $20

KINGSBOROUGH COMMUNITY COLLEGE Office of Continuing Education Tel: 718-368-5052 Fax: 718-368-5200 www.kbcc.cuny.edu/continuinged facebook.com/kccoce
## GENERAL HEALTHCARE

### CTF 89
**Certified Health Records Specialist Certification (CEHRS) (T)** | $750
---
**MonWed 6:45-9:45pm**
**Apr 11-June 27 OR**
**Sun 9am-4:10pm**
**Apr 10-June 19**
This course will help students develop skills through widely-used Electronic Health Records (EHR) software. They will learn the basics of entering demographic and health information; Clinical Decision Support Tools, Physician Order Entry Screens, and Electronic Prescribing. In addition, CTF 89 teaches students how to define, formulate and interpret health information from an actual EHR; as well as arrange and create detailed workflows. Time will also be allotted to give students practice for the NHA CEHRS examination.
**Note:** Tuition includes e-Learning materials, online classroom access, and live support chat.
**Prerequisites:** Computer proficiency and some experience in office administration. Computer proficiency will be assessed.

### CTF 90
**EKG/ECG Technician (T)** | $245
---
**MonWed 6:45-9:45pm**
**Apr 11-June 8 OR**
**Sat 9am-2pm**
**Apr 9-June 18**
This course provides opportunities to learn and practice techniques employed by EKG/ECG technicians, while learning many of the basic terms associated with cardiovascular, anatomy and physiology.
**Prerequisite:** CTF 20 Anatomy & Physiology
**For Patient Care Technician for CNA certificate, CTF 93 Introduction to Patient Care Technician is the prerequisite.**
**Materials fee:** $20
**White lab coat required (purchased separately) not included in materials fee.**

### CTF 91
**Phlebotomy Procedures (T)** | $275
---
**TueThur 6:45-9:45pm**
**Apr 12-June 23 OR**
**Sat 9am-4:10pm**
**Apr 9-June 18**
This course provides theoretical and laboratory preparation for entry-level performance as a phlebotomist. It focuses on vascular anatomy and physiology; performance of venipuncture techniques; and additional responsibilities of phlebotomists as members of the healthcare team.
**Note:** Only mannequin arms are used in class for student training. Students must meet the National Healthcare Association requirement of live sticks at an outside clinical facility prior to taking the certifying exam.
**Prerequisite:** CTF 20 Anatomy & Physiology.
**For Patient Care Technician for CNA certificate, CTF 93 Introduction to Patient Care Technician is the prerequisite.**
**Materials fee:** $25
**White lab coat required (purchased separately) not included in materials fee.**

### CTF 92
**Intro to Patient Care Technician** | $245
---
**TueThur 6:45-9:45pm**
**Apr 12-Jun 19**
Study includes patient care, basic anatomy and physiology, infection control, legal and ethical responsibilities, vital signs, collecting specimens, maintaining skin integrity through application of soaks, simple dressing changes, decubitus care; removing Foley catheters, knowledge of behavioral health, and patients with special needs.
**Materials fee:** $20
**Prerequisite:** Current CNA license. A copy of license/certificate must be furnished before registration. Contact (718) 368-6630 for approval.

### CTF 97
**Surgical Technology Exam Prep (T)** | $200
---
**Thu 6:30-9:30pm**
**Apr 14-June 2 OR**
**Sat 10am-2pm**
**Apr 9-May 14**
This course will prepare the graduate of an ABHES (Accrediting Bureau of Health Education Schools) or CAAHEP (Commission on Accreditation of Allied Health Education Programs) accredited Surgical Technology Program to take the National Surgical Technology Exam that is required for a surgical technologist to practice in the State of NY. It will cover topics on the exam as well as test-taking strategies and certification or recertification requirements.
**Contact the Healthcare Institute at 718-368-5359 after 6pm, prior to registering. Admission does not qualify a participant to register for the national examination.**

### CTF 98
**Sterile Processing Technician (T)** | $750
---
**Sun 9am-6pm**
**Apr 10-June 26**
This course, facilitated by an IAHCSSMM (International Association of Healthcare Central Service Material Management) instructor, will provide you with the knowledge and skills required to work in a Central Supply/Sterile Processing Dept. of a hospital. Certificate of completion from KCC and an IAHCSSMM CRCST Exam application will be given to students successfully completing the program.
**Prerequisite:** HS Diploma/HSE Diploma. Textbook: $125 - available at www.iahcsmm.org 90 hours (classroom and labs) - 400 hours (clinicals)

### CTF 99
**Central Sterile Certification Prep Course and Review Workshop (T)** | $400
---
**Wed 6:30-9:30pm**
**Apr 13-May 18**
This comprehensive program is designed to prepare current central sterile professionals to take the IAHCSSMM certification exam.
**Prerequisite:** Central sterile experience and/or currently employed in central sterile department.
NEW YORK STATE EDUCATION CERTIFICATIONS

Domestic Violence Awareness Counseling

This Certificate of Completion consists of a two-part program, and is designed for School Teachers, Social Workers, Nurses, Police Officers, Psychologists, Public Advocates, and Mental Health, Substance Abuse and Career Counselors.

This program covers the underlying aspects of domestic violence, while providing greater insight into the types of abuse and its impact on victims and communities. It will also cover the professional ethics and multicultural approaches of assessment and evaluations.

CTF 35
Introduction to Domestic Violence Awareness Counseling $190
Thur 6-9pm
Apr 14-June 23
This course focuses on different aspects and theories of domestic violence. You will learn the cycle and types of abuse, early warning signs, and its impact on individuals and/or the community. Special attention is given to identifying the psychological and social characteristics of batterers, potential victims, and the legal rights of victims. Upon completion you will better understand the emotional, psychological, and physical effects of domestic violence.

CTF 36
Assessment and Intervention Modalities $190
Mon 6-9pm
Apr 11-June 27
This class will focus on evaluation, assessment, professional responsibilities, and legal rights of victims. Students will learn a variety of different treatment modalities for working with victims and abusers. Several of these modalities will focus on one-to-one treatment intervention, as well as group therapy. Students will also be acquainted with current legal terminology and laws regarding domestic violence in NY State.
Prerequisite: CTF 35 Introduction to Domestic Violence Awareness Counseling.

Child Abuse

VSE 21
Recognizing and Reporting Child Abuse $50
Sun 9:30am-12noon
June 5
Learn the physical and behavioral signs of child abuse and maltreatment. You will learn about mandated reporting and how to carry out your professional responsibilities.
Students must present valid non-expired government photo identification upon arrival to class in order to enter and participate in this course. Students must be on time. Late students will be denied entry into class.

School Violence Prevention

VSE 22
School Violence Prevention and Intervention $50
Sun 12:30-3pm
June 5
Learn the dynamics of aggressive behavior in children and the tools to help them avoid becoming victims of such behavior.
Students must present valid non-expired government photo identification upon arrival to class in order to enter and participate in this course. Students must be on time. Late students will be denied entry into class.

DASA

VSE 50
Dignity for All Students Act (DASA) Awareness Training $100
Sun 9am-3:30pm
Apr 3 OR
May 15 OR
June 12
Dignity for All Students Act workshop training on the social patterns of harassment, bullying and discrimination. This is required for all school professionals completing state-registered programs that lead to certification.
Students must present valid non-expired government photo identification upon arrival to class in order to enter and participate in this course. Students must be on time. Late students will be denied entry into class.
The Kingsborough Simulation Center for Emergency Care and the Health Sciences

KINGSBOROUGH COMMUNITY COLLEGE, IN COLLABORATION WITH ITS OFFICE OF CONTINUING EDUCATION is a recognized American Heart Association (AHA) training site.

We offer AHA courses for healthcare personnel such as, but not limited to, paramedics, EMTs, nurses, surgical technologists, physician assistants, certified nurse aides, physicians and dentists. All of our instructors are credentialed by the AHA, are seasoned professionals, and have been carefully selected to provide instruction and proficiency in these areas.

The course fees include: Tuition, books, and certification card (if successful). A $25 non-refundable registration fee will be added to the cost of each course. Students are responsible for studying the required textbook prior to class. Information for obtaining the textbook will be given upon registration.

Upon successful completion of any of these three programs, you will receive an AHA issued, course completion card which is valid for two years.

For more information or to register, call 718-368-5050.

RTP 40
Basic Life Support for Healthcare Providers (BLS HCP) (T)
This highly interactive course provides the skills to recognize and provide care in respiratory and cardiac emergencies, using the latest 2010 AHA guidelines, to teach adult, child and infant cardiopulmonary resuscitation (CPR) and automatic external defibrillator (AED) use.

RTP 41
Advanced Cardiovascular Life Support (ACLS) (T)
This advanced highly interactive course provides the skills to highlight the importance of team dynamics and communication, systems of care, immediate post-cardiac arrest care, and the identification and initial care of other life-threatening clinical situations, using the latest 2010 AHA guidelines.

RTP 42
Pediatric Advanced Life Support (PALS) (T)
This advanced highly-interactive course provides the knowledge and skills necessary to efficiently and effectively manage critically ill infants and children in order to improve outcomes, using the latest 2010 AHA guidelines.

Scheduling

RTP40

Friday Courses
Original 9am-5pm $75
Renewal 9am-1pm $35
Apr 15
OR
May 20
OR
June 10

RTP40

Sunday Courses
Original 9am-5pm $75
Renewal 9am-1pm $35
Apr 10
OR
May 15
OR
June 5

RTP41

Mon/Tue Courses
Original 9am-5pm $225
Renewal 6-9:30pm $125
Call 718 368-5050 for schedule.

RTP42

Wed/Thur Courses
Original 9am-5pm $225
Renewal 6-9:30pm $125
Call 718 368-5050 for schedule.
Kingsborough Center For Emergency Medical Services (EMS)

**RTP 75**
**Emergency Medical Technician Original (T)** $995
**TueThur 6:30-10pm AND Sun 9:30am-5pm**
**Aug 2-Dec 15**
**Call 718 368-5050 now to register for the placement exam.**
This course will prepare you to take the New York State Emergency Medical Technician (EMT) examination. As an NYS EMT, you can work or volunteer anywhere in New York State. You will learn basic life-saving techniques such as, but not limited to: scene safety, patient assessment, management of fractures, bleeding control, movement of patients, and oxygen administration. An EMT is one of the first healthcare providers on the scene during emergencies. Becoming an EMT is a requirement if you are planning to become a paramedic.
**Materials fee: $15**
Applicants must possess a High School Diploma/Equivalent, be able to read and write English, be at least 18 years of age, pass a pre-registration screening placement exam, and possess CPR for healthcare providers certification.

**RTP 76**
**Emergency Medical Technician Challenge Refresher** $395*
**TueThur 6-10pm**
**Mar 29-June 16**
This course will prepare you to recertify for the NYS DOH EMT examination on June 16. It will review all areas that will be tested on the exam including the most recent national standards. CPR renewal is mandatory. You will be allowed to challenge the practical and written portions of the course. You will only be required to attend those sections which you do not pass.

*With a NYS DOH voucher, you pay only $60 (for mandatory CPR renewal)

**RTP 74**
**Paramedic Challenge Refresher** $760*
**Sat 9am-5pm**
**Mar 5-June 11**
This course will prepare you to recertify for the NYS DOH paramedic examination on June 16. This course will review all areas that will be tested in the exam including the most recent national standards. CPR renewal is mandatory. You will be allowed to challenge the practical and written portions of the course. You will only be required to attend those sections which you do not pass.
ACLS and PALS renewals are offered as optional components of this refresher but additional fees are required.

*With a NYS DOH voucher, you pay only $60 (for mandatory CPR renewal)

For more information, or to register, call 718-368-5050
**Accounting Certificate**

To earn an Accounting certificate you must complete all three courses.

**Please note:** This will not qualify you to become a CPA (Certified Public Accountant).

**CTF 50**

**Accounting Fundamentals (T)**

- **MonWed 6:45-9:45pm**
- **Apr 11-June 27 OR Sat 9am-4:10pm**
- **Apr 9-June 18**

You will learn the recording process, complete the entire accounting cycle from analyzing and recording activities through closing procedures, and use the accountant’s worksheet for the preparation of financial statements for service businesses.

**CTF 51**

**QuickBooks Pro™ for Accountants (T)**

- **TueThur 6:45-9:45pm**
- **Apr 12-June 23**

Learn the basics of creating sales and invoices, setting up payroll accounts, performing end-of-month duties, and preparing reports.

**Note:** It is recommended that students bring a Flash Drive or other portable data transport device.

**CTF 52**

**Tax Preparer (T)**

- **MonWed 6:45-9:45pm**
- **Apr 11-June 27**

Learn how to prepare individual federal income taxes, including 1040EZ, 1040A, and 1040 long form, tax credits, child and dependent care credit, credit for the elderly, IRAs, pension income, and NY State/NY City tax items with the use of TurboTax™ software.

**Note:** It is recommended that students bring a Flash Drive or other portable data transport device.

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**Paralegal Certificate**

**CTF 05**

**Practical Paralegal I & Notary Public (T)**

- **$325**
- **TueThur 6:45-9:45pm**
- **Apr 12-June 28**

This course is an introduction to the practical aspects of being a paralegal including filing, legal proofreading, legal draftsmanship, legal research, and other office skills.

There is a mandatory Notary Public session on Tuesday, May 17, 2016 and is included in the above tuition cost.

**CTF 06**

**Practical Paralegal II Certificate**

- **$275**
- **MonWed 6:45-9:45pm**
- **Apr 11-June 27**

This course deals with the computer and the essential part it plays in paralegal training. Topics include: computer legal research, legal keyboarding, and understanding language and terms used by attorneys in order to be a well-trained and successful paralegal.

**Prerequisite:** CTF 05

**Materials fee:** $75

The materials fee provides students with an individual password for access to the Westlaw Legal Library, which offers a wide range of federal and state law resources. In addition, students will be provided with the analytical materials to become familiar with the aspects of legal research, law reviews, federal treatises, jurisdictional treatises, practice guides, jury instructions, litigation forms and analytical materials from all 50 states.

**CTF 07**

**Event & Meeting Planning I (T)**

- **$275**
- **MonWed 6:45-9:45pm**
- **Apr 11-June 27**

This course will cover vital aspects of the business from the fundamentals and business planning, to contracts and risk management. A variety of events will be covered including: weddings, special events, fundraisers, trade shows and green meetings.

**CTF 08**

**Event & Meeting Planning II**

- **$190**
- **Tue 6:45-9:45pm**
- **Apr 12-June 21**

Students will develop and enhance their event planning skills through multiple projects involving planning and design. Students will be challenged to see “the big picture” of their event as well as the importance of covering all the details.

**Prerequisite:** CTF 07 Event & Meeting Planning I Certificate.

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**Event & Meeting Planning Certificate**

Many individuals and businesses are recognizing the importance of hiring event planning professionals to plan and execute special events.

**CTF 09**

**Event & Meeting Planning II**

- **$275**
- **Tue 6:45-9:45pm**
- **Apr 12-June 21**

Students will develop and enhance their event planning skills through multiple projects involving planning and design. Students will be challenged to see “the big picture” of their event as well as the importance of covering all the details.

**Prerequisite:** CTF 07 Event & Meeting Planning I Certificate.

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**Creating Party Favors**

This class may be taken as an addition to the Event Planning Certificate Program, or on its own. It is not a requirement for the Event Planning Certificate.

**NHB 02**

**Favor It Yourself**

- **$110**
- **Thur 6:30-8:30pm**
- **May 5-June 23**

Learn to create favors for parties, rather than outsourcing these items. You will learn how to stretch your dollar and create the perfect additions for your events. This course is taught by a professional event planner.

**Materials fee:** $25

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For more information, or to register, call 718-368-5050
CERTIFICATE PROGRAMS

**Administrative Assistant Certificate**

Through this two-part certificate program you will gain competence and professionalism in your verbal and written communication skills.

**CTF 46**  
**Business Communication and Office Management (T)**  
**Cost:** $275  
**Schedule:**  
TueThu 6:45-9:45pm  
Apr 12-June 23  
Communicate more effectively through letters, memoranda and reports. Acquire the skills necessary to keep your supervisor organized, on time and on track. You will learn how to handle challenges, improve your listening skills and manage an office effectively.

**CTF 47**  
**Business Computing**  
**Cost:** $275  
**Schedule:**  
MonWed 6:45-9:45pm  
Apr 11-June 27 OR  
Sun 9am-4:10pm  
Apr 10-June 19  
This course offers a basic overview of the Microsoft Office™ (Word™, Excel™ and PowerPoint™) and the applications that employers expect workers to know.  
**Prerequisite:** A computer skills test will be administered at the first class session to assess proficiency. Students may be required to take RCL 39 Getting Started With Computers, as a prerequisite.

**Business Administration Certificate**

**CTF 47**  
**Business Computing**  
**Cost:** $275  
**Schedule:**  
MonWed 6:45-9:45pm  
Apr 11-June 27 OR  
Sun 9am-4:10pm  
Apr 10-June 19  
This course offers a basic overview of Microsoft Office™ (Word™, Excel™ and PowerPoint™) and the applications that businesses expect workers to know.  
**Prerequisite:** A computer skills test will be administered at the first class session to assess proficiency. Students may be required to take RCL 39 Getting Started With Computers, as a prerequisite.

**CTF 48**  
**Business Writing & Grammar**  
**Cost:** $175  
**Schedule:**  
Sat 12:15-2:45pm  
Apr 16-June 18  
Improve your skills and develop clear and effective writing techniques necessary to succeed in today's business environment.

**CTF 49**  
**Business Essentials**  
**Cost:** $275  
**Schedule:**  
TueThu 6:45-9:45pm  
Apr 12-June 23  
This course will introduce you to the basics of business development including sales, negotiation, project management, and problem solving.

**Veterinary Assistant Certificate**

**CTF 15**  
**Veterinary Assistant I (T)**  
**Cost:** $275  
**Schedule:**  
MonWed 6:45-9:45pm  
Apr 11-June 27 OR  
Sat 9am-4:10pm  
Apr 9-June 18  
Part one of a two-course series designed to prepare you for a career in animal care. Course will include veterinary terminology, medical and surgical procedures, office administrative functions, becoming a vital part of the animal care team, and more.  
**Note:** Some required class hours will be held at an off-site animal care facility.

**CTF 16**  
**Veterinary Assistant II (T)**  
**Cost:** $275  
**Schedule:**  
TueThu 6:45-9:45pm  
Apr 12-June 23  
This course will build upon the knowledge learned in CTF15, focusing on client communications, best practices in animal care, and the roles of each member of the animal care team.  
**Prerequisite:** Veterinary Assistant I  
**Note:** A minimum of 20 hours are required to be completed at an animal care facility. Students are responsible for securing a facility at which they can volunteer to complete these hours. Documentation of completion will be required.
CERTIFICATE PROGRAMS

Make-Up Artist Certificate

Make-up artists become experts in the use of the latest beauty products, and use them to dramatically improve their clients’ natural appearances.

**CTF 10**
**Breaking Into the Make-Up Artist Industry** $190
Wed 3-6pm OR 6:45-9:45pm
Apr 13-June 22
Explore the inner workings of the Make-up Artist industry. Learn make-up history, the beauty business and make-up artistry techniques that will help shape a career within this industry. This is a course for novices and beyond.
A list of additional materials required will be provided.

**CTF 11**
**Make-Up Applications for the Industry** $190
Tue 3-6pm OR 6:45-9:45pm
Apr 12-June 21
Learn and practice professional make-up artistry techniques to develop the necessary skills the industry demands.
Prerequisite: CTF 10 Breaking Into the Make-Up Artist Industry.
Materials fee: $200 for advanced tools and supply usage for each student. These tools are used while class is in session only. Tools provided enable all students to use professional-grade quality products at make-up stations in a clean and hygienic environment.
Note: Please bring all materials obtained from CTF 10 with you to this course.

Hair Styling Certificate

**CTF 13**
**Hair Styling** $240
Mon 6:25-9:45pm
Apr 11-June 27
Learn styling techniques, twists and buns. This course will also cover up-dos, down styles, period styles, and more.
Materials fee: $60
You will be required to purchase a basic mannequin head. Instructions will be provided during the first class session.
This class is a great add-on for Make-Up Artistry certificate program graduates.

Interior Design Certificate

Whether you are considering a career in the Interior Design field or just want to learn how to create a magazine-worthy home, this two-part course offers hands-on learning from field professionals.

**CTF 02**
**Interior Design: Basic Principles** $275
TueThur 6:45-9:45pm
Apr 12-June 23
Learn the basics of interior design through color theory, lighting, window treatments, furniture styles and storage. Explore wall treatments, color and fabric coordination and using light as a layering tool while learning how to turn a concept into a beautiful and cohesive reality.

**CTF 03**
**Interior Design: Drafting Principles and the Industry** $190
To be offered in Fall 2016
Through an understanding of spatial enhancement, you will learn how to create floor plans, sections and elevations using drafting tools. Attain skills to define a space through surveying, line weights, scale and dimensions. You will also gain knowledge of interior designers’ business practices by examining industry standards, professional requirements, client-relationships, custom orders, contracts, generating estimates and more. A list of materials required will be provided.
Prerequisite: CTF 02 Interior Design: Basic Principles.
Kingsborough English Language Institute

**English as a Second Language (ESL)**

Full-Time Day Intensive: 250 Hours of Instruction. Learn or improve your English! Register for the KELI Full-Time Intensive English as a Second Language Course.

**ESL 70**
Full-Time Intensive ESL (T) $825
Mon-Fri 9am-2pm
Apr 4-June 13

Benefits include:
- Customized class placement
- Certificate of Attendance (90%)
- A valid ID card (provides access to pool, gym, library, computer labs and other campus facilities)
- 25 hours per week, for 10 weeks
- Assistance for CUNY college admission
- Trips and events
- TOEFL practice
- The issuing of I-20s to qualified students
- Academic preparation for university-bound students
- Advanced classes that are suitable for Masters programs

Call 718-368-4870 for more information. Registration and placement for this course is ongoing from Mar 7, Mon-Thur, in Room T231, 9am sharp.

**ESL and Food Handler**

**CCC 35**
Free ESL and Food Handler Certification
For qualified applicants only.
Three days a week
While targeted to serve ESL learners, this program incorporates ServSafe and NYC Department of Health (DOH) Food Handler certification practices, covering health and safety during hands-on food preparation. Extensive review sessions are aimed at preparing students for the NYC DOH Food Handler certification exam. This course is divided into kitchen and classroom sessions.

Call 718-368-4870 for more information and scheduling.

**Evening and Weekend ESL Classes**

This part-time English as a Second Language (ESL) program provides nine (9) levels of proficiency. Register and complete three terms of English as a Second Language in our weeknight program and earn a certificate.

**ESL 00**
English as a Second Language (T) $150
MonWed 6:45-9:45pm
Apr 11-June 23*

TueThur 6:45-9:45pm
Apr 12-June 23*

- Placement in classes at the level needed
- Qualified and experienced instructors
- Practice in listening and speaking, as well as reading and writing
- Three (3) hours of computer instruction (Level 3-8)
- Interesting instructional content designed for all adults

*April 11 & 12 will be for testing only. Class sessions begin on April 13 & 14.

**ESL 00S**
English as a Second Language (T) $125
Sat 10am-12:15pm
Apr 9-June 18*
OR
Sun 10am-3pm
Apr 10-June 19*

For those who cannot attend during the week, we also offer ESL classes on Saturdays and Sundays.

*No class sessions on Apr 30 & May 1

**ESL Advanced Courses**

**RTP 99**
TOEFL: Preparation for the Test of English as a Foreign Language (T) $125
TueThur 7-9:30pm
May 3-June 23

For graduates of foreign nations’ secondary schools, who wish to apply for admission to colleges and universities, this course will prepare you to sit for the TOEFL exam.

**RWV 55**
English Conversation $100
Wed 7-9pm
May 4-June 22

This is an intermediate to advanced course for those who wish to practice their speaking skills. Led by an experienced teacher, you will maximize your speaking time, make short speeches, and take turns leading groups.

**RWV 07**
Writing for Advanced Non-Native Speakers of English $110
Sat 10am-12:15pm
Apr 9-June 18

Designed for non-native English speakers, this course will help you to improve your writing skills and focus on standard form and style as well as correct grammatical structures.
TEST PREPARATION

Enhance your test-taking skills through drills, review and practice. Our training provides an edge for students seeking competitive opportunities for admission to college or in earning their TASC™ High School Equivalency diplomas. Our experienced and caring instructors have created learning environments that are designed to reduce anxiety while improving test-taking skills.

CASAC
CUNY Assessment Test Prep (ACT)
High School Equivalency (TASC™)
SAT
Certified Alcohol and Substance Abuse Counseling (CASAC)

The successful completion of this program of six courses and two internships will earn you the CASAC trainee certification. First-time CASAC students must contact Prof. Joan Standora at 718-368-5235 or 718-368-5289 before registering for individual class schedules, as well as for more information on the required 300-hour supervised internship, or for a waiver of any part of the internship.

**Spring B Session - June 27 - Aug 8 (SAC 02000 Only)**

- **SAC 02000** Intro to Alcoholism & Substance Abuse Counseling $540
  This course provides an overview of the major concepts and theories of chemical dependency.

- **SAC 02200** Counseling Techniques in the Substance Abuse Field I $540
  This course provides an overview and practical application of techniques utilized in the field.
  **Pre/co-requisite:** SAC 02000.

- **SAC 02400** Counseling Techniques in the Substance Abuse Field II $540
  Continuation of Counseling Techniques I.
  **Pre/co-requisite:** SAC 02200, no exceptions.

- **SAC 02600** Confidentiality, Ethics and the Counselor/Client Relationship in Substance Abuse Counseling $540
  Ethical standards written for CASAC trainees are explored with application to sample cases and exercises. Course requires internship.
  **Pre/co-requisite:** SAC 02000.
  **Co-requisite:** SAC 02200.

- **SAC 02800** Approaches to Treatment: Varieties of Alcoholism and Substance Abuse Modalities $540
  This course provides an overview of the settings in which clients may be placed according to treatment needs and substance abuse history.
  **Prerequisite:** SAC 02000.
  **Co-requisite:** SAC 02200.

You may take either SAC 03000 or SAC 03200 as your sixth required course.

- **SAC 03000** Compulsive Gambling Treatment and Prevention $720
  Students develop an understanding of gambling as a compulsive behavior, often associated with substance abuse.
  **Prerequisite:** SAC 02000.

- **SAC 03200** Addiction and the Family $540
  This course provides an overview of the characteristics of families and the underlying dynamics that emerge when a member has developed chemical dependency.
  **The following two internship programs are mandatory for those wishing to take the New York State certification examination for CASAC workers:**

  - **SAC 09100**
  - **SAC 09200**

Matriculation to Kingsborough Community College will be required prior to enrolling for the internship programs.

At this time, prior to admission to Kingsborough Community College, there will be a separate, required CUNY Degree application fee of $70.

**WE WANT TO HELP YOU!**
We appreciate the sacrifices you have made and your service to our country.

We will waive all tuition and registration fees for qualified applicants registering for Continuing Education classes*.

Call 718-368-5050 to make an appt.

*Vocational/Professional classes only
Space is limited. Students will be accommodated on a first-come, first-served basis. Please call for more information and pre-qualification.

Students are permitted to take only one training program at no cost. No transfers to another program will be permitted after the first semester.

Students must pay for books, uniforms and exam fees associated with the program of study undertaken.
High School Equivalency (TASC™)

Test Assessing Secondary Completion

In January 2014, New York State replaced the GED® exam with the Test Assessing Secondary Completion (TASC™) as the principal pathway to a High School Equivalency (HSE) diploma. Every year, HUNDREDS of adults who prepare at Kingsborough earn their HSE diplomas, and many then go on to Kingsborough Community College’s degree programs! One of the best instructional programs to prepare you for the TASC™ exam

- Test-taking practice with mini-exams based on the official TASC™ exam
- Anxiety reduction and test-taking skills
- Writing workshops to improve writing skills and prepare for the essay portion of the exam
- Assistance in getting scheduled at our HSE Testing Center as soon as you are “test-ready”
- Streamlined admission to Kingsborough Community College and counseling regarding other City University programs

You must be at least 18 years of age to enroll, and at least 19 years old to take the New York State exam. All students enrolled in the HSE program must pass the Official Assessment Readiness Test before taking the TASC™ exam.

For more information: Call 718-368-9188

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit</th>
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<tbody>
<tr>
<td>HSE 00</td>
<td>High School Equivalency (T)</td>
<td>$175</td>
<td>Mon-Wed 6:30-10pm</td>
<td>Apr 11-June 27* OR Tue-Thur 6:30-10pm</td>
<td>Apr 12-June 23*</td>
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<tr>
<td>HSE 00S</td>
<td>High School Equivalency (T)</td>
<td>$150</td>
<td>Sat 9am-4:10pm</td>
<td>Apr 9-June 18 OR Sun 9am-4:10pm</td>
<td>Apr 10-June 19</td>
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<td>HSE 00H</td>
<td>Contextualized Healthcare/High School Equivalency (T)</td>
<td>$175</td>
<td>Tue-Thur 6:30-10pm</td>
<td>Apr 12-June 23</td>
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<td>HSE 70</td>
<td>Comprehensive High School Equivalency (T)</td>
<td>$445</td>
<td>Mon-Fri 9am-2pm</td>
<td>Apr 4-June 13</td>
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<td>RTP 12</td>
<td>Math Skills Builder for TASC™(T)</td>
<td>$75</td>
<td>Mon 7-9pm</td>
<td>May 2-June 27 OR Sat 10am-12noon</td>
<td>Apr 16-June 18</td>
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<tr>
<td>RTP 13</td>
<td>English Language Arts Skills Builder TASC™(T)</td>
<td>$75</td>
<td>Tue 7-9pm</td>
<td>May 3-June 21 OR Sun 10am-12noon</td>
<td>Apr 17-June 19</td>
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Kingsborough Community College ofrece ahora el examen del TASC™ en español.

Para más información, llamar a María Mejias al 718-368-5051

HSE 00E Diploma de Escuela Secundaria en Español (T) $175 martes y jueves 6:30-10pm Abril 12-Junio 23

HSE 00ES Diploma de Escuela Secundaria en Español (T) $150 sábado 9am-4:10pm Abril 9-Junio 18

Nota: Usted necesitará una calculadora TI-30XS y un libro del TASC™ el cual está disponible en la librería de Kingsborough.

Para más información, llamar a María Mejias al 718-368-5051

RTP 12E Clases de Matemáticas para los estudiantes de Equivalencia de la Escuela Secundaria en Español lunes 7-9 pm Mayo 2-Junio 27 o domingo 10am-12noon Abril 17-Junio 19

Esta clase te ayudara a practicar y resolver los problemas de matemáticas que aparecen en el examen del TASC™ en español.
TEST PREPARATION

SAT Test Preparation

RTP 01
SAT Preparation (T) $285
Sat 9am-4pm
Apr 9-May 21 OR
Sun 9am-4pm
Apr 10-May 22
An intensive course for high school students preparing for the NEW June 4, 2016 SAT. Certified instructors provide review and practice under simulated test conditions to help prepare students for the NEW verbal reasoning, optional essay portion, and problem-solving skills measured by the revised test. Study skills, coaching and test-taking tips are provided, as well as individual and group conferences with a certified college counselor. A workshop for parents and guardians is included in the last session. The textbook is available for purchase in the College’s bookstore and should be brought to all class sessions.

CUNY Assessment Test Preparation (ACT)

RTP 25
Preparation for the CUNY Freshman Skills Assessment Test (ACT) (T) $110
MonWed 7-9:30pm
May 2-June 27
The colleges of The City University of New York, as do most other colleges across the country, require entering students to take assessment tests in basic skills: reading, writing, and math. Many adults who lack recent experience with formal testing, score below their “true” skill levels. Enhance your test-taking skills through drill, review, and practice.
Prerequisite: High School or High School Equivalency diploma.
NYC Taxi Exam Preparation Courses

Medallion Taxicab and For-Hire Vehicle (FHV) License Exam Prep
Call 718-368-5189 for class schedules.

Kingsborough Community College is a NYC Taxi & Limousine Commission (TLC) approved test-preparation and exam site.

RTP 77
Medallion Taxi Driver Test Preparation $175
Weekdays and Weekends 9am-6pm
This course prepares you for the New York City Taxi Operators (Hack) License examination, as prescribed by the New York City Taxi & Limousine Commission (TLC).
Call 718-368-5189 for schedule of classes.
A separate $25 test fee must be paid by Money Order only before the exam.

RTP 31
Portable Electronic Device (PED) Course for Taxi & Limo Drivers $40
Prescribed by the New York City TLC, this is a mandatory course for those who have been issued a summons for distracted driving, in violation of the TLC Rule #5414E. This course will provide drivers with the skills necessary to use portable electronic devices while operating a taxicab.

RTP 33
Medallion Taxi Driver Versant English Test $40
The Versant English Test measures your English speaking and listening skills. A passing score satisfies the TLC English requirement for a medallion taxi license (TLC Rule #54-04f). One administration of the Versant English Test and a detailed score report is included in tuition.

The $25 registration fee is waived for all Taxi & Limousine preparation courses. Some classes are scheduled to be taught in English or Spanish. Call 718-368-5189 for specific language instruction schedule.

RTP 34
For-Hire Vehicle (FHV) Driver Test Preparation $175
This course prepares you for the New York City Taxi For-Hire Vehicle (FHV) License examination, as prescribed by the New York City Taxi & Limousine Commission (TLC).
Call 718-368-5189 for schedule of classes.
A separate $25 test fee must be paid by Money Order only before the exam.

RTP 34E
Preparación para el Examen de Vehículo de Alquiler (FHV) Nuevo! $175
Este curso te prepara para el examen del estado de Nueva York para obtener la licencia de Vehículo de Alquiler (FHV). Esta licencia es requerida por la Comisión de Taxi y Limusina de Nueva York (TLC).
Para más información de los horarios, llamar al 718-368-5189.
Antes del examen, usted deberá pagar por separado el costo del examen con un Money Orden de $25.

RTP 72
Wheelchair Accessible Vehicle (WAV) Training $75
All New York City (TLC) Medallion drivers and For-Hire Vehicles (FHV) are required to complete a TLC mandatory three-hour Wheelchair Accessible Vehicle (WAV) training class, as part of their TLC renewal licensing process. The class covers Americans with Disabilities Act (ADA) requirements for assisting wheelchair passengers in and out of taxis, as well as the proper use of vehicle access ramps, securing wheelchairs, and passenger lap and shoulder safety belts in the taxi.
Hands-on Workforce Training and College Readiness for New York City Residents

Provided by the Northeast Resiliency Consortium

The Northeast Resiliency Consortium (NRC) is an initiative offered by the Center for Economic and Workforce Development (CEWD) in partnership with the Office of Continuing Education at Kingsborough Community College. It is designed to provide effective hands-on workforce training and college readiness to New York City residents.

Now Offering:

- Training that will prepare you for employment in the fields of Culinary Arts and/or Community Health Worker (CHW)
- Employment readiness services and job placement assistance
- Career counseling, college advisement and academic support
- Bank college credits towards an Associate Degree at Kingsborough Community College

Culinary Arts

The Culinary Arts Certificate training provides students with hands-on training in Food Preparation and the skills to earn State and nationally-recognized certificates in Food Safety and Food Production. Credits earned can be applied to a Culinary Arts A.A.S.

Program fee: $75

Food Service Upgrade (Test Prep)

Participants who successfully complete this Test Prep program are prepared to sit for the: National Restaurant Association ServSafe Certification Exam and The New York City Department of Health Food Handler License Exam.

Program fee: $35

Community Health Worker Training

The Community Health Worker (CHW) training program prepares students to work within their communities as patient advocates, health educators and liaisons between the community and existing health/social services at large. CHW students will be introduced to a variety of health-related themes that will prepare them for this multi-faceted position, including the relationship between health and human behavior, managing high-risk behaviors and disease prevention.

Program fee: $75

For details and eligibility requirements call: (718) 368-4637

FREE!

NRC Supportive Services

- Certified Alcohol and Substance Abuse Counseling (CASAC)
- Emergency Medical Technician
- Certified Nurse Aide
- Certified Clinical Medical Assistant

Planning on enrolling in one of the above healthcare programs offered through the Office of Continuing Education? If so, sign up through NRC (Northeast Resiliency Consortium) and receive the following services free-of-charge:

- Full suite of employment readiness services
- Job placement assistance
- College enrollment assistance
- Personal supportive services
- Access to NRC’s textbook lending library

Eligibility: 18+ years old, HS/HSE Diploma, legally eligible to work in US and possess a US Social Security Card.

Students are responsible for tuition and fees for these certification programs.

For more information call (718) 368-6635

Space is limited. Sign up now!

This workforce solution was funded by a grant awarded by the U.S. Department of Labor’s Employment and Training Administration. The solution was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. The Northeast Resiliency Consortium Training Program is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.
PERSONAL ENRICHMENT

50+ Wellness Program
Arts, Crafts & Design
Computer Technology
Culinary Arts
Health & Fitness
Languages
Music & Dance
Self Development
Urban Farming
Writing

Learning in any form will provide a sense of achievement and commitment. We offer a number of courses that will spice up your week and enrich your life while allowing you to still meet the obligations that come with a busy life. Relax, dance, paint, get in shape, or simply expand your horizons. We offer a wide range of innovative classes with flexible schedules and small class sizes, all at an affordable rate. Explore your passion or try something new in a friendly, relaxed environment.
50+ WELLNESS / AGING MASTERY PROGRAM

50+ WELLNESS PROGRAM

Monday 8 weeks $80
Apr 18-June 20*
3:20-5:20pm | COM88 Intermediate Excel™
Basic Excel™ skills necessary.

Tuesday & Thursday 4 weeks $80
May 3-May 26
3:20-5:20pm | COM89 Intro to Word™
Basic computer skills necessary.

Wednesday 8 weeks $80
Apr 20-June 15*
10:30am-12pm | COM04 Meditation in Motion
Wear loose fitting clothing.

Friday 8 weeks $80
Apr 15-June 17*
10-11:30am | COM05 Yoga & Pilates
Bring a yoga mat and yoga belts.
11:45am-1:15pm | COM15 Line Dancing
Bring soft sole dance shoes. No street shoes allowed.
12-1pm OR 1:15-2:15pm | COM02 Aquasize
Your wet workout is held in shallow water. Bring bathing suit, towel, water shoes and a lock.

Saturday 8 weeks $80
Apr 16-June 18*
4-5pm | COM45 Aquasize Walk/Jog
Students must feel comfortable in all levels of water. Floatbelt will be provided. Bring bathing suit, towel, water shoes and a lock.

Sunday 8 weeks $80
Apr 17-June 19*
9:30-11am | COM13 Chair Pilates
Bring resistance bands and dance sneakers to each class.
11:15am-12:45pm | COM01 Dance off the Weight
Bring soft sole dance shoes. No street shoes allowed.
2-3pm OR 3:15-4:15pm | COM02 Aquasize
Your wet workout is held in shallow water. Bring bathing suit, towel, water shoes and a lock.

* No class sessions Sat, Apr 23 through Fri, Apr 29 and Fri, May 27 through Mon, May 30

Registration fee is waived for this program and free parking is available.

Aging Mastery Program®

The National Council on Aging in collaboration with Kingsborough Community College presents:

LIVE WELL-DO WELL-AGE WELL
A FREE 10-week program based on the National Aging Mastery Program.

Resuming Fall 2016 Semester
Applications will be accepted beginning August 1, 2016

The program is designed to offer participants the skills and tools needed to achieve measurable improvements in navigating longer lives, Managing Health, Exercise & You, Healthy Eating & Hydration, Financial Fitness, Advanced Planning, Healthy Relationships, Helping Others, Civic Engagement, and much more! You must be committed to attending all 10 sessions.

For more information and to register, call Susan Lavin at (718) 368-5079
Registration is on a first-come, first-served basis and parking on campus is FREE on program days only.
**Culinary Arts**

**VTO 11**  
**Basics of Cake Decorating**  
Fri 5-8pm  
May 6, 13, & 20  
Learn to decorate fabulous buttercream cakes with this hands-on class. You will learn the right techniques for decorating cakes using cake dummies, buttercream and a piping bag. This is a great class for beginner cake decorating or to improve your piping skills. All students will receive their own piping kit to take home.  
**Materials fee: $15**

**VTO 15**  
**Cookies and Cupcakes 101**  
Wed 6-9pm  
May 11 & 18  
Learn how to bake delicious cupcakes and cookies using master recipes. You will then decorate your cupcakes with a range of different icings and techniques to further customize them to your liking. You will learn how to decorate cookies using royal icing to make any occasion special.  
**Materials fee: $25**

**VTO 35**  
**French Technique at Home Series: Session 4**  
**NEW!**  
Fri 5:30-9pm  
May 6  
Principles, Theories and Techniques: Basic theory and techniques of egg cookery, rolled and scrambled omelets, poached eggs, souffles, croutes and croutons, beurre manie. (Menu - Omelet with fine herbs, salad Nicoise, poached eggs in red wine sauce or hollandaise, cheese, grand marnier souffle).  
**Materials fee: $15**

**VTO 35**  
**French Technique at Home Series: Session 5**  
**NEW!**  
Fri 5:30-9pm  
May 13  
Principles, Theories and Techniques: Grilling and broiling techniques for proteins and vegetables, marinades, tenderizing procedures, sauce mayonnaise and variations, french crusides, vegetable salads, flambeing technique (Menu - Vegetable salad plate, Grilled London broil, mixed grilled vegetables of the season, cheese, flambeed bananas, Cherries Jubilee).  
**Materials fee: $15**

**VTO 35**  
**French Technique at Home Series: Session 6**  
**NEW!**  
Fri 5:30-9pm  
May 20  
**Materials fee: $15**

**NHB 05**  
**Wine Tasting**  
$100  
Fri 7-9pm  
May 6, 13, 20 and June 3  
Jump-start your weekend fun by meeting new friends while sipping and learning about wines of the world. This fun and relaxed class will teach you how to “properly” taste, select, serve and store wines. Tasty food samples served at each session will demonstrate how to best pair which foods with certain wines.  
**Materials fee: $50 includes wine, food and text book.**

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**NEW YORK CITY COLLEGE OF TECHNOLOGY**

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**CONTINUING STUDIES CENTER**

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**2016 Program Highlights**

**BASIC ELECTRICAL MAINTENANCE IN HOUSING**  
4/29/16-8/9/16  (100 HOURS - $1,330)

**BASIC PLUMBING REPAIRS IN HOUSING**  
4/9/16-7/11/16 (90 HOURS - $1,330)

**DENTAL ASSISTING CERTIFICATE**  
3/18-6/7/16 (170 HOURS - $2,495)

**PHYSICAL THERAPY AIDE PROGRAM**  
4/20/16-6/8/16 (100 HOURS - $1,450)  
Installment payment plans available selected courses.

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**ALL COURSES ARE HELD AT:**  
NEW YORK CITY COLLEGE OF TECHNOLOGY  
CONTINUING STUDIES CENTER  
25 Chapel Street, Howard Building - 4th Floor  
Brooklyn, NY 11201  
Continuing Ed Information and Registration: www.citytechce.org  
Telephone: 718-552-I173/69  
Fax: 718-552-I183
## Computer User’s Corner

### Business Computing

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Fee</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
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</thead>
<tbody>
<tr>
<td>CTF 47</td>
<td>Business Computing</td>
<td></td>
<td>$275</td>
<td>Mon, Wed</td>
<td>6:45-9:45pm</td>
<td>Apr 11</td>
<td>Jun 27</td>
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<td>Sun</td>
<td>9am-4:10pm</td>
<td>Apr 10</td>
<td>Jun 19</td>
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<tr>
<td>CTF 95</td>
<td>Small Business Computer Management</td>
<td></td>
<td>$275</td>
<td>Tue, Thur</td>
<td>6:45-9:45pm</td>
<td>Apr 12</td>
<td>Jun 23</td>
</tr>
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</tbody>
</table>
### RCL 27
**Basic Web Development: HTML5 & CSS**
- Fee: $150
- Days: Thu, Fri
- Time: 6:45-9:45pm
- Start Date: Apr 14
- End Date: Jun 23
- Description: Learn how to write in Basic HTML5; the construction of documents with headings, text, tables, lists, audio, video and photos. You will also learn CSS which covers web pages, including colors, layout, and fonts.
- Prerequisite: Basic computer knowledge.

### RCL 32
**Excel**: Basics
- Fee: $150
- Days: Mon
- Time: 6:45-9:45pm
- Start Date: Apr 11
- End Date: Jun 27
- Description: Learn the fundamentals of entering, editing, formatting and printing spreadsheets, together with the use of simple formulas, functions and printing options.
- Prerequisite: Basic computer knowledge.

### RCL 34
**Excel**: Intermediate
- Fee: $150
- Days: Wed
- Time: 6:45-9:45pm
- Start Date: Apr 13
- End Date: Jun 22
- Description: Learn the fundamentals of entering, editing, formatting and printing spreadsheets, together with the use of simple formulas, functions and printing options.
- Prerequisite: RCL 32 or equivalent computer knowledge.

### RCL 38
**Adobe Photoshop**: Introduction
- Fee: $150
- Days: Tue
- Time: 6:45-9:45pm
- Start Date: Apr 12
- End Date: Jun 21
- Description: Adobe Photoshop™ is a retouching and image-editing program. This course introduces Photoshop’s extensive toolbox and covers scanning, image transformation, and preparing files for export and printing. Ideal for people with digital cameras.
- Prerequisite: Basic computer knowledge.

### RCL 39
**Getting Started with Computers**
- Fee: $150
- Days: Thu
- Time: 6:45-9:45pm
- Start Date: Apr 14
- End Date: Jun 23
- Description: For absolute beginners, learn the basic elements of a Microsoft Windows™ equipped PC. Includes terminology and recommendations for an effective computer configuration.

### RCL 41
**Computers for Mature Adults**
- Fee: $150
- Days: Sun
- Time: 10am-1:20pm
- Start Date: Apr 10
- End Date: Jun 19
- Description: This course is designed for adults, 50 or older, who want to learn about computers. Through patient hands-on instruction, adults will explore Windows™ and learn about software packages.

### RCL 57
**Computer Game Design**
- Fee: $150
- Days: Tue
- Time: 6:45-9:45pm
- Start Date: Apr 12
- End Date: Jun 21
- Description: Develop and design your own computer game while creating unique levels. With the utilization of Unity software you will learn the basics of game development by adding textures, simple mechanics and ultimately making the game playable.

### RCL 59
**Getting Started with Web Design**
- Fee: $150
- Days: Wed
- Time: 6:45-9:45pm
- Start Date: Apr 13
- End Date: Jun 22
- Description: Learn how to create your own web page. Learn about incorporating images and text as well as how to use and register your domain name.
- Prerequisite: Basic computer knowledge.

### RCL 63
**Mobile Application Programming**
- Fee: $150
- Days: Sun
- Time: 12pm-3:20pm
- Start Date: Apr 10
- End Date: Jun 19
- Description: Learn to create your own basic mobile apps for laptops, iOS and Androids by building mobile app content utilizing HTML, CSS, JavaScript and jQuery.
- Prerequisite: Basic computer knowledge.
Urban Farming

The Kingsborough Urban Farm is a high-production, year-round site on the Kingsborough campus with a hoop house and a composting system.

**NHB 46**
**Intro to Organic Vegetable Gardening**  $100
Wed 5:30-8:30pm  May 4–June 22
This course covers all of the basics of urban gardening from soil to seed to table. Start your own edible plants from seed and delve into pest management, soil science, and more at the KCC Urban Farm. Learn basic skills such as soil conditioning, crop planning, composting, planting, and harvesting to get on your way to producing your own fresh herbs, greens, fruits, and vegetables. This course also covers finding land for gardening in NYC and building a garden from scratch.

**Materials fee:** $15

Writing

**RWV 65**
**English Grammar Usage**  $75
Mon 7-9pm  May 2–June 27
Learn to write clearer sentences, develop effective paragraphs, arrange facts and ideas logically, and increase coherence.

**Prerequisite:** Level 8 ESL proficiency.

**RWV 82**
**Starting a Blog**  $75
Tue 6:45-8:45pm  May 3–June 21
Blogs are a great way to begin a writing career, promote a business, or just let the world know what you’re thinking. You might even end up getting paid to blog. Learn how to come up with a concept, then set up, write and promote your blog.

**Prerequisite:** A computer skills test will be administered at the first class session to assess proficiency. Students may be required to take RCL 39, Getting Started With Computers, as a prerequisite.

The One Stop Source for Free Help

We’re Here to Help All Kingsborough Students

We offer the following free services:

**Attorney**
By Appointment Only
Thur 1-5pm

**Financial Advisor**
By Appointment Only
Tue 9am–5pm

**Income Tax Preparation**
By Appointment and Walk-in, Room V231
MonWed 12-7pm  TueThur 10am-8pm
By Appointment Only
Sat

**Public Benefits Screening**
(Not For Stamps, Health Insurance, Cash, Rent, etc.)
Mon/Thur/Fri 9am–5pm  Tue/Wed 9am-8pm

Contact:
Hattie Elmore (718) 368-5411 or
e-mail: hattie.elmore@kbcc.cuny.edu
KINGSBOROUGH COMMUNITY COLLEGE
2001 Oriental Boulevard, Brooklyn, NY 11235
HEALTH & FITNESS / TENNIS / SWIMMING

### Health & Fitness

**IMPORTANT NOTE:** Adults should check with their doctor before beginning any exercise program.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>NPF 01</td>
<td>Dance off the Pounds</td>
<td></td>
<td>Mon</td>
<td>6-7:30pm</td>
<td>May 2</td>
<td>June 27</td>
<td>You'll burn lots of calories in this low impact dance aerobics class, moving to the dance music hits you love.</td>
</tr>
<tr>
<td>NPF 16</td>
<td>Hatha Yoga Beginner</td>
<td></td>
<td>Mon</td>
<td>7:15-8:45pm</td>
<td>May 2</td>
<td>June 27</td>
<td>Hatha Yoga shows you how to renew vigor, release tension, and relax. It is a fascinating method for calming the nervous system, controlling weight and producing radiant health. Learn the basic breathing and posture fundamental to Hatha Yoga. Please bring a sticky mat, blanket, yoga blocks and a yoga strap to every class.</td>
</tr>
<tr>
<td>NPF 25</td>
<td>Weight Loss Pilates</td>
<td></td>
<td>Tue</td>
<td>5:30-7pm</td>
<td>May 3</td>
<td>June 21</td>
<td>This course combines the stretching and toning benefits of standing and mat Pilates as well as the fat burning benefits of low impact aerobics all set to great music. Please bring a mat and resistance bands to each class.</td>
</tr>
<tr>
<td>NPF 38</td>
<td>Stay-Fit Workout</td>
<td></td>
<td>Tue</td>
<td>7:30-9pm</td>
<td>May 3</td>
<td>June 21</td>
<td>This course will focus on individuals wanting to stay fit, by engaging in light-to-moderate exercising. This class will ensure that individuals will continue to stay fit, and also teach techniques that can be done at home, work or school.</td>
</tr>
<tr>
<td>NPF 42</td>
<td>Cross Training</td>
<td></td>
<td>Thur</td>
<td>7:30-9pm</td>
<td>May 5</td>
<td>June 23</td>
<td>High-intensity cardiovascular movements combined with gymnastics and strength training.</td>
</tr>
</tbody>
</table>

### Tennis

There is NO open court time for singles or doubles play. Class time will be used for instruction only.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSP 61</td>
<td>Tennis: Beginner</td>
<td></td>
<td>Mon</td>
<td>8-9:30pm</td>
<td>May 2</td>
<td>June 27</td>
<td>Designed for those with no previous racket experience. This is an introduction to the sport for the non-athlete. Materials required: One sealed can of three tennis balls, appropriate sized racquet and comfortable sneakers.</td>
</tr>
<tr>
<td>NSP 64</td>
<td>Tennis: Intermediate</td>
<td></td>
<td>Wed</td>
<td>8:30-10pm</td>
<td>May 4</td>
<td>June 22</td>
<td>For those with some swimming ability who wish to learn the backstroke, breaststroke, and sidestroke.</td>
</tr>
</tbody>
</table>

### Swimming

SWIMMING: Bring towel, swimsuit and a lock. 52” minimum height requirement. You will be measured.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSP 52</td>
<td>Swimming: Beginner</td>
<td></td>
<td>Mon</td>
<td>7-8pm</td>
<td>May 2</td>
<td>June 27 OR</td>
<td>Designed for those with no previous racket experience. This is an introduction to the sport for the non-athlete. Materials required: One sealed can of three tennis balls, appropriate sized racquet and comfortable sneakers.</td>
</tr>
<tr>
<td>NSP 54</td>
<td>Swimming: Advanced</td>
<td></td>
<td>Thur</td>
<td>7:30-8:30pm</td>
<td>May 5</td>
<td>June 23</td>
<td>This is an aerobic workout for pleasure and conditioning. Please bring a set of 2.5 - 3lb weights to class.</td>
</tr>
<tr>
<td>NSP 55</td>
<td>Lap Swimming</td>
<td></td>
<td>Wed</td>
<td>8-9pm</td>
<td>May 2</td>
<td>June 27</td>
<td>For those with some swimming ability who wish to learn the backstroke, breaststroke, and sidestroke. Materials required: One sealed can of three tennis balls, appropriate sized racquet and comfortable sneakers.</td>
</tr>
<tr>
<td>NSP 58</td>
<td>Aquasize</td>
<td></td>
<td>Wed</td>
<td>7:30-8:30pm</td>
<td>May 4</td>
<td>June 22</td>
<td>This “wet workout” is held in shallow water.</td>
</tr>
</tbody>
</table>
Arts, Crafts & Design

Art, Crafts & Design

NAR 46
Design I

$110

Sat 12-2pm
Apr 16-June 18

Learn the principles of 2D design and their application. You will study line, value, composition, color, shape, texture, and the vocabulary of design.

Materials required: Sketchbook and Sharpies.

NAR 48
Tattoo: Flash and Illustration

$110

Tue 7-9pm
May 3-June 21

Learn to fully render several complete sheets of tattoo themed paintings, commonly referred to as “flash”, exploring the styles of classic modern tattooing. A brief history of artists who have heavily influenced today’s landscape will be learned while completing the illustrations. You will be challenged to recreate and emulate those traditional Western and Asian styles. Media used will be ink, watercolor, and colored pencils. Students will have 6-8 completed sheets of flash by the end of this course.

A materials list will be made available at the first session.

NAR 49
Fantasy Art Illustration

$110

Wed 7-9pm
May 4-June 22

Explore the realms of fantasy art such as novel covers, video games, and movies—knights, wizards, monsters and sorceresses—as they refer to the works of Frank Frazetta, Larry Elmore, Boris Vallejo, Keith Parkinson and others. You will work to refine your draftsmanship skills and create tension through composition and working with extreme atmosphere and dramatic lighting conditions. Color mixing and applicable color theory will be covered in the beginning, and by the end of the course, you will have 2-3 completed paintings.

A materials list will be made available at the first session.

Prerequisite: A fundamental ability of drawing is required.

NAR 81
Watercolor: Beginner

$110

Sat 9:55-11:55am
Apr 16-June 18

Working from photographs and still-life arrangements learn composition, texture, tonal values, washes, compound colors and other painting techniques.

A materials list will be made available at the first session.

NHB 02
Favor It Yourself

$110

Thur 6:30-8:30pm
May 5-June 23

Learn to create favors for parties, rather than outsourcing these items. You will learn how to stretch your dollar and create the perfect additions for your events. It will be taught by a professional event planner.

Materials fee: $25

NHB 24
Floral Design

$110

Sun 12:30-2:30pm
Apr 17-June 19

Learn how to create harmony, rhythm, and unity in floral designs. Using these elements you will design a centerpiece, wreath, and floral crown. Great course for brides, event planners, or anyone looking to learn the fundamental applications of floral design. Students will leave with a floral arrangement during each session.

Materials fee: $100

NHB 80
Fundamentals of Jewelry Making

$110

Mon 7-9pm
May 2-June 27

Learn French knotting, abstract wirework, paper art and molding. You will use lucite, beads, chains and stones to produce earrings, bracelets, rings and necklaces.

Materials fee: $25

NSE 82
Decorating and Design Workshop

$90

Wed 6:45-9:45pm
May 4-June 22

Through an understanding of spatial enhancement, you will learn how to create floor plans using drafting tools. Learn about lighting, space planning, furniture arrangements and decorating with accessories and color usage.

Music

Music

NMU 71
Piano: Beginner

$110

Thur 7-9pm
May 5-June 23 or Wed 7-9pm
May 4-June 22

Through small group instruction, you will receive a solid foundation in notation, fingering, and rhythm. Learn how to play familiar tunes. Each person will work on his/her own console.

Register early! Class size is limited.

NSD 21
Songwriting NEW!

$90

Tue 7-9pm
May 3-June 21

A forum for advanced and aspiring songwriters. The course provides an open, nonjudgmental environment for developing your skills as a songwriter, and draws lessons from popular songs today. This class is designed to improve and produce songs written by its students.

No prior music skills required.

NSD 58
Opera Top Hits

$90

Sun 12:30-2:30pm
Apr 17-June 19

If you’ve ever wondered what all that shouting is about or just want to know the meaning of that aria that you cannot get out of your head, spend the next few weeks listening to some of opera’s greatest hits. This course will engage students by discussing, analyzing, and enjoying opera.

Dance

Dance

NDA 41
Ballroom Dancing

$110

Mon 7-9pm
May 2-June 27

Singles and couples, here is your opportunity to learn and master the graceful art of ballroom dancing while adding excitement to your social life and meeting new friends.

Register with a partner recommended but not required. No sneakers!
Self Development

**NHB 05**

**Wine Tasting**  $100

**Fri 7-9pm**

May 6, 13, 20 and June 3

Jump-start your weekend fun by meeting new friends while sipping and learning about wines of the world. This relaxed class will teach you how to taste, select, serve, and store wines. Tasty food samples served at each session will demonstrate how to best pair food with wine.

**Materials fee: $50 includes wine, food and text book.**

**NSD 17**

**Critiquing the Critics**  $90

**Wed 6:45-8:45pm**

May 4-June 22 OR
Sun 2:30-4:30pm

Apr 17-June 19

Learn how critics decide what is worth seeing and what is not. Join this course and you will examine some of Hollywood’s under-appreciated gems.

**NSD 18**

**Defensive Driving Point Reduction Insurance Program**  $40*

**Sat 9am-3:30pm**

June 11

Approved by the NYS Department of Motor Vehicles, this six-hour accident prevention seminar will enable you to reduce your liability and collision insurance by 10%, for three years and a reduction of four points in penalties on your driver’s license.

*The $25 registration fee is waived for this course. Sponsored by the NYS Safety Program, this course is recognized by all insurance companies in New York State. Please be punctual, latecomers will be turned away.

Languages

**NLA 31**

**Conversational Italian I**  $110

**Thur 6:45-8:45pm**

May 5-June 23

Gain an introduction to the Italian language while discovering Italian culture and history.

**NLA 44**

**Conversational Russian I**  $110

**Mon 6:45-8:45pm**

May 2-June 27

Learn to listen and speak beginner Russian so that you can navigate your way in the language. No prior knowledge of Russian is necessary.

**NLA 60**

**Conversational Spanish I**  $110

**Mon 6:45-8:45pm**

May 2-June 27

Increase your ability to converse with co-workers, colleagues, clients, or neighbors in Spanish.

**NLA 62**

**Conversational Spanish II**  $110

**Wed 6:45-8:45pm**

May 4-June 22

For those who have already taken Conversational Spanish I. Build a broader vocabulary and advance your communication skills with this Intermediate Spanish course.

**NSD 86**

**German Expressionism: Vampires, Robots and Doppelgangers**  $110

**Tue 6:30-8:30pm**

May 3-June 21

Learn about the rich contribution of the German Expressionist movement in literature, film, art, and architecture. Examine the abundant creativity that emerged between the world wars analyzing their social, cultural, and psychological significance. The course will focus on multi-dimensional, parabolic novels and short stories of Franz Kafka, Karel Capek, and Bertolt Brecht while also examining cinematic landmarks in rare films.

**NSD 89**

**Self Empowerment NEW!**  $90

**Sat 10am-12pm**

Apr 16-June 18

This unique, uplifting, and empowering workshop will inspire you to be the best possible version of you. Through small group discussions and interactive activities this course will cover topics such as; creating a healthy mindset, navigating relationship to self, others and the world around you, tools in self-care, the importance of mindfulness, and allowing participants to realize they have the power to create the life of their dreams.

**NSD 93**

**The Science of Nutrition NEW!**  $90

**Wed 6:45-8:45pm**

May 4-June 22 OR

Sun 2:30-4:30pm

Apr 17-June 19

This course provides an integrated overview of the assessment of the American diet, general dietary needs, classification and function of energy (macronutrients) and non-energy (micronutrients) yielding nutrients, human physiological processes, metabolic chemical reactions in the body, energy production and balance, nutritional applications throughout the life cycle, and food safety.
COLLEGE FOR KIDS

Dance Audition Prep
Early Kiddie College
Full-Day Program
Mornings Only Program

Through participation in new activities, children learn the value of teamwork and personal responsibility, while gaining knowledge and self-worth that can help them to achieve their goals. We offer a variety of academic and recreational courses for children aged 5-13 on Kingsborough’s beautiful and secure campus. Our program is designed to provide opportunities for each child to enjoy the satisfaction of accomplishment through personal achievements such as mastering skills and educational advancement. Students are also encouraged to embrace a healthy and fit lifestyle through the many activities and sports to which they are introduced.
COLLEGE FOR KIDS

The following programs are for children 7-13 yrs old. For 5 and 6-year olds, see “Early Kiddie College” on page 34.

MORNINGS ONLY PROGRAM:
Saturday and/or Sunday  9:45am-12noon
Each morning program consists of two courses offered during the morning hours.
Note: Students cannot enroll in the afternoon program only.

FULL-DAY PROGRAM:
Saturday only  9:45am-3:15pm
This full-day program consists of four sessions during the morning and afternoon hours and includes a lunch.

START & END DATES
Saturday Classes begin Apr 16 and end June 18.
Sunday Classes begin Apr 17 and end June 19.

COURSE FEES
Mornings Only (Sat and/or Sun)
- $90 plus a $25 non-refundable registration fee.
Full-Day Saturday Only (AM and PM)
- $245 (includes lunch), plus a $25 non-refundable registration fee.

NOTE TO PARENTS
- In order to drive on campus, parents must purchase a parking permit for $22. Permits are available on a first-come, first-served basis. If you do not have a parking permit, please arrange for your child(ren) to meet you at a pre-designated location.
- KCC will NOT be liable for the loss or theft of any personal property.
- We encourage parents to write his/her child’s name on any materials brought to class.
**GROUPS**

Choose a “mornings only” or “full-day program” from any of the eight (8) available groups to enroll your child. 

Children are escorted to and from each session.

**DESCRIPTIONS**

Descriptions for each class listed here can be found on the next page (34).

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**MORNINGS ONLY PROGRAM**
Indicates availability for the mornings only program.

**FULL-DAY PROGRAM**
Indicates availability for the full-day program.

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2D Animation
An easy and fun way to bring your art to life. Design graphic concepts and finalize it with animation.

Basketball
Learn to shoot, dribble, and pass in this fun and active class. You must wear sneakers.

Business Junior
This unique class will teach business elements in a fun approach. Young entrepreneurs will develop a variety of skills including creative thinking, marketing, money management and more.

Environmental Science
Explore some of the fascinating wonders within our environment. Learn where wind comes from, what is quicksand made of, what is a greenhouse effect and more!

Gardening With Kids
You may each invite one adult to a hands-on learning experience at KCC Urban Farm. You will learn what plants need to grow, how and when to sow seeds, plant care, harvesting, locating and designing a space to garden. Tips and tricks of gardening with children, will be given to your adult partner. Children will get to keep their own gardening kit.

Graphic Design for Kids
Learn the basic principles of design and construction to create greeting cards, flyers, comic strips, logo designs and report covers. Great for graphic art projects or just plain fun!

Math Academy
Math concepts are presented in an enjoyable, non-threatening environment. Skills covered will reflect current grade-appropriate curricula.

Microsoft™ For Kids
Learn the essentials of Microsoft™ applications in this fun and informative course. Learn how to prepare book reports, presentations, graphs and more.

Minecraft™
Think Minecraft™ is just a video game? Think again. You can create, explore and put problem solving skills to the test with storyboarding and level design.

Project Happiness
A fun, interactive adventure in loving life, being happy, and dreaming BIG! Through discussions and various hands-on activities, you will have an opportunity to learn that you are uniquely important and valuable to the world. You will be presented with tools on maintaining a positive attitude which will impact every area of your life. From caring for yourself and your relationships with others, the importance of being mindful and in the moment, and showing you that you have the power to create the life of your dreams, this class will leave a lasting impact.

Physics 4 Kids
Learn about the spectacular world of physics including motions and forces. You will learn how to make a rubberband powered car, a sound wave phone, and more.

Reading
Interactive instruction designed to improve reading comprehension and basic reading skills. Skills covered will reflect current grade-appropriate curricula.

Scrapbooking
Explore your creativity through crafting personal and interactive pages of old memories or creating new ones. In a few simple steps you will be saving your stories while designing a stylish setting.

Share Your Story
Learn the art of story telling by writing personal narratives. Turn moments from your life into great stories you can share while improving your writing skills.

Songwriting
This fun course provides an open, non-judgemental environment for developing your skills as a songwriter while extracting lessons from popular songs today. No prior music skills required.

Swimming
Gain confidence in the water and those with some swimming ability learn kicking, stroking and breathing. Bring towel, swimsuit and a combination lock. Children must be at least 52” tall to swim. NO EXCEPTIONS. You will be measured!

Tap Dance
Learn the art of creating music with your feet to today’s radio hits while tapping together as a group to sound like one. Students will learn warm ups, floor routines and exercises including how to shuffle, the military step and more. No special shoes required.

Wiffle Ball
Learn the basic rules, skills, and tactics of wiffle ball, a variation of baseball that uses a plastic bat and ball. You must wear sneakers.

Early Kiddie College
CKB 01
Five and Six Year-Olds Program
Sat AM & PM or Sun AM
Five and six-year olds are encouraged to explore, imagine and have fun, while in a separate learning environment from the older children.
For more information call: 718-368-5052

Brighton Ballet Dance Audition Prep
Brighton Ballet Theatre offers the expertise of professional dance specialists to assist your child in choreographing dance, practicing, and polishing routines for any type of dance audition. Contact Brighton Ballet @ 718-769-9161 for more information.
** Things You Should Know **

Continuing Education courses are designed for adults 18 years of age and older with the exception of the College For Kids Program and the SAT/ACT Test Preparation.

Courses with a (T) indicate that a textbook(s) will be required.

Programs, requirements, tuition, fees, and classes are subject-to-change without advance notice.

** NOTIFICATION OF POLICY **

All Continuing Education participants are required to follow the College rules and regulations. These are available from the Office of Public Safety in the Library building in Room L202 and Online at www.kbcc.cuny.edu.

Kingsborough Community College is an Equal Opportunity and Affirmative Action Institution. The College does not discriminate on the basis of age, sex, sexual orientation, religion, race, color, national or ethnic origin, handicap, veteran, or marital status in its student admissions, employment, access to programs, and administration of its educational policies. Complaints should be directed to Victoria Ajibade, Chief Diversity Officer at Tel. 718-368-6896 or Fax: 718-368-6894.

** EMERGENCY SCHOOL CLOSING **

In the event of an emergency closing due to severe weather conditions or other emergencies, please call (718) 368-5052 or visit our website at www.kbcc.cuny.edu. The best way to receive emergency closing notification is to sign up for CUNY Alert at: http://www.cuny.edu/news/alert.html

** How To Register **

** MAIL **

You can mail in your registration prior to the start of class. Complete the form on page 37 and mail with your check or money order (payable to KC CONTINUING ED) or credit card information to:

Continuing Education - Room M-235
Kingsborough Community College
2010 Oriental Boulevard, Box C
Brooklyn, NY 11235-2325

Time permitting, we will confirm your registration by mail prior to the first class.

FAX: 718-368-5200

Fax registrations are accepted using Visa, MasterCard or Discover, seven days a week, 24 hours a day.

PHONE: 718-368-5050

Phone registrations are accepted using Visa, MasterCard or Discover, Monday through Friday from 9:00am-4:30pm.

ONLINE: WWW.KBCC.CUNY.EDU

Just click on Continuing Education, Visa, MasterCard or Discover accepted.

** IN PERSON **

See Calendar on page 38 for registration dates and locations.

Daytime walk-in: Mon, Mar 28 through Friday, May 6, 2016 from 9:00am in Room A-205 in the Administration Building, 2nd floor. Cash, check, money order, debit card, Visa, MasterCard or Discover accepted.

Evening walk-in: Mon, Apr 11, 2016 through Thurs., Apr 14 from 6-9pm in room U219 and from Apr 18-May 5, 2016 from 6-9pm in Room A-205 in the Administration Building, 2nd floor.

Weekend: Saturday, Apr 9, 16, & 30 in room A-205 from 8:30-11:30am & Sunday, Apr 10 & 17 in Room A-205 from 8:30-11:30am.

For TASC™ and ESL programs, allow extra time for assessment to determine your placement.

** FEES **

- A non-refundable $25 registration fee is required each semester, regardless of the number of courses taken.
- Parking on campus is $22 extra and is available on a first-come, first-served basis.
- Course fees do not include textbooks or supplies. We have indicated when a course requires an extra fee for materials. Material fee must be paid for courses where indicated.
- We accept WIA/ITTA Vouchers for most programs.
- An income tax deduction is allowed for expenses of education undertaken to maintain and improve professional skills. Please consult your accountant.

The Office of Continuing Education will accommodate requests for letters for reimbursement by employer or union.

** REGISTRATION FEE WAIVER **

Kingsborough Community College faculty, staff and Alumni Association members are exempt from paying the $25 registration fee for classes offered through the Office of Continuing Education, when registering in person with a current Kingsborough ID card.

** REFUNDS **

Full refunds (minus the $25 non-refundable registration fee) will be processed, upon written request to the Continuing Education Office at least 2 days before the course begins.

- Please allow 4-6 weeks for processing.
- No refunds will be made if class has begun.
- No transfers after the second class session.

** COLLEGE RULES AND REGULATIONS **

All Continuing Education participants are required to follow College rules and regulations. Check the Kingsborough web site at www.kbcc.cuny.edu for more details.

** IDENTIFICATION **

All Continuing Education students are required to carry an updated photo identification card at all times. A Photo identification card is issued by Kingsborough Community College in Rooms L202 and L222.


For Part-time ESL only - No classes Sat, Apr 30 and Sun., May 1.

** STUDENT ADMISSION **

Kingsborough Community College reserves the right to deny admission to any student if in its judgment, the presence of that student on campus poses an undue risk to the safety or security of the College or the college community. That judgment will be based on an individualized determination taking into account any information the College has about the crime committed by the student and the particular circumstances of the College, including the presence of a child care center, public school or public school students on campus. In addition, the College may consider factors such as the amount of time since the crime was committed, the amount of jail time served by the student, the number of years the student was on probation or parole, whether the student has satisfied probation or parole requirements at the time of the student’s application, whether the student has completed drug, alcohol, sex offender or other treatment, expenses of education undertaken to maintain and improve professional skills. Please consult your accountant.

** CERTIFICATE PROGRAMS **

In order to earn a certificate, you must meet an 80% attendance requirement, receive a passing grade, and complete all assignments. Most certificate programs are approved by the NYS Department of Education for the training of veterans and others eligible in accordance with Section 1775, Title 38, U.S. Code.

** NOTICE OF POSSIBLE CHANGES **

Programs, requirements, and courses are subject to change without advance notice. Tuition and fees set forth in this publication are similarly subject to change.

** APPROVED TRAINING COURSES **

Most certificate programs are approved by the New York State Department of Education for the training of veterans and others eligible in accordance with Section 1775, Title 38, U.S. Code.

** TAX DEDUCTION OF EXPENSES **

An income tax deduction is allowed for expenses of education undertaken to maintain and improve professional skills. Please consult your accountant.

** REIMBURSEMENT BY EMPLOYER OR UNION **

Reimbursement by Employer or Union may be possible. The College will accommodate requests for letters of support for reimbursement.

Tel: 718-368-5052 Fax: 718-368-5200
www.kbcc.cuny.edu/continuinged
How to get to Kingsborough Community College

Check our website for additional information: www.kbcc.cuny.edu/continuinged

BY SUBWAY:

B Line or Q Line
Take the B or Q to the Sheepshead Bay Station, then transfer to the Eastbound B49 Bus to KCC or the Brighton Beach Station, then transfer to the Eastbound B1 Bus to KCC.

F Line
Take the F Line to the Ave X Station, then transfer to the Eastbound B1 Bus to KCC.

D Line
(West End) Take the D Line to the 25th Avenue Station, then transfer to the Eastbound B1 Bus to KCC.

N Line
(Sea Beach) Take the N Line to the 86th St Station, then transfer to the Eastbound B1 Bus to KCC.

2, 3, 4 or 5 Lines
Take the 2, 3, 4 or 5 line to the Franklin Avenue Station, transfer to the S Line to Prospect Park Station, transfer to the B or Q to the Brighton Beach Station, then transfer to the Eastbound B1 Bus to KCC. Free shuttle bus service between Brighton Beach & Coney Island Stations and campus.

BY BUS:

Direct to the College
Take B1 or B49 to last stop, Oriental Boulevard and Mackenzie Street, then walk east on Oriental Boulevard, which leads directly to the entrance of Kingsborough Community College. Connecting buses are:

B2: Transfer to B49 at Ocean Ave & Ave R.
B3: Transfer to B49 at Ocean Ave & Ave U.
B4: Transfer to B1 at Ocean Pkwy & Neptune Ave, or to B49 at Ocean Ave & Ave Z.
B6: Transfer to B1 at 86th St & 18th Ave, or B49 at Ocean Ave & Ave J.
B7: Transfer to B49 at Ocean Ave & Ave P/Kings Hwy.
B8: Transfer to B1 at 86th St & 18th Ave, or to B49 at Ocean Ave & Foster Ave.
B9: Transfer to B49 at Ocean Ave & Ave M.
B11: Transfer to B49 at Ocean Ave & Ave J.
B12: Transfer to B49 at Bedford Ave & Clarkson Ave.
B16: Transfer to B1 at Bay Ridge Ave & Ft Hamilton Pkwy.
B25: Transfer to B49 at Franklin Ave & Fulton St.
B31: Transfer to B49 at Ocean Ave & Ave R.
B35: Transfer to B49 at Bedford Ave & Church Ave.
B36: Transfer to B1 at Ocean Pkwy & Neptune Ave, or to B49 at East 16th St & Sheepshead Bay Rd.
B43: Transfer to B49 at Bedford Ave & Empire Blvd.
B45: Transfer to B49 at Bedford Ave & Saint Johns Pl.
B48: Transfer to B49 at Franklin Ave & Fulton St.
B68: Transfer to B1 at Brighton Beach Ave & Coney Island Ave.
B82: Transfer to B1 at 86th St & Bay Pkwy, or to B49 at Ocean Ave & Ave P/Kings Hwy.

BY CAR:

From Long Island
Take the Southern State Parkway to the Belt Parkway and follow the directions for Brooklyn from the East.

From Manhattan
Take the Brooklyn Bridge or the Brooklyn Battery Tunnel and follow signs to the Brooklyn Queens Expressway (BQE 278W). Then follow the signs to the Belt Parkway and follow the directions for Brooklyn from the West.

From Brooklyn (East)
Take the Belt Parkway Westbound to Exit 8 Coney Island Avenue. After exiting make a right at the stop sign onto Voorhies Ave. Go to the second light and make a right onto Sheepshead Bay Rd. Go three lights and make a right onto Emmons Ave. Make a left on Shore Blvd, which runs into West End Ave. Go two lights and make a left onto Oriental Blvd. Proceed to main gate of college campus and parking.

From Brooklyn (West)
Take the Belt Parkway Eastbound to Exit 8 Coney Island Avenue. Turn right at Guider Avenue and continue to traffic light. Turn right onto E. 12th Street. At traffic light turn left onto Neptune Avenue. Turn right at traffic light onto Cass Place and proceed to second light. Turn right onto West End Ave. At second light make a left onto Oriental Blvd and go straight to the main gate of the college.

Parking: On-campus parking is $22 (tax incl.) per semester and is available on a first-come, first-served basis. Please have your license plate number ready when applying for your permit.
### Continuing Education Spring 2016 Registration Form

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**STUDENTS WITH DISABILITIES**

Requests for accommodations must be submitted with documentation of disability. Submit requests and documentation in advance of your class start date to ensure that reasonable accommodation requests can be processed in a timely manner. Accommodations may take 3-4 weeks to process. Please contact Vickie DiMartino to discuss your individual needs: 718-368-5669

Kingsborough Community College welcomes all students, regardless of sexual orientation, gender identity and expression, race, ethnicity, national origin, religion, age, veteran status, or disability.

**PLEASE MAIL OR FAX THIS FORM TO:**

Continuing Education - Room M-233  
Kingsborough Community College  
2001 Oriental Boulevard, Box C  
Brooklyn, New York 11235-2333  
Fax: 718-368-5200

**REGISTER ONLINE TODAY AT:**

[www.kbcc.cuny.edu/continuinged](http://www.kbcc.cuny.edu/continuinged)  
It’s easy! It’s fast! It’s convenient!

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**Payment Method**

- [ ] Money Order  
- [ ] Check  
- [ ] Credit Card  
- [ ] Visa  
- [ ] MasterCard  
- [ ] Discover

Credit Card Account #: ____________________________  
Expiration Date: / /  
Security Code #: ____________________________

Name on Card: ____________________________  
License Plate #: ____________________________

*One-time non-refundable registration fee per semester.
+Remember: Parking is limited and available on a first-come, first-served basis only.

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Additional materials fee: $  
Registration fee*: $  
Parking permit+ (Tax incl.): $  
Total: $
Room A-205 and U-219 are located in the Administration Bldg 2nd Floor.

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