



Kansas City Kansas
Community College

**2018 Spring - Summer
Adult & Continuing Ed
Class Schedule**

KCKCC Continuing Education and Community Services

KCKCC Main Campus

7250 State Avenue
Kansas City, KS 66112
Information Center: 913-288-7686
Switchboard: 913-334-1100
Cont. Ed. Office: 913-288-7660

OFFICE HOURS

Monday - Thursday: 7:30am-9:00pm
Friday: 7:30am-4:00pm
Saturday - Sunday: Offices Closed

Leavenworth Pioneer Career Center

1901 Spruce Street
Leavenworth, KS 66048
913-288-7750 / pion@kckcc.edu

OFFICE HOURS

Monday - Thursday: 7:30am-9:00pm
Friday: 7:30am-4:00pm
Saturday - Sunday: Offices Closed

Dr. Thomas R. Burke Technical Education Center

6565 State Avenue
Kansas City, KS 66102
913-288-7800

OFFICE HOURS

Monday - Thursday: 7:00am-6:30pm
Friday: 7:00am-4:00pm

In an effort to conserve paper, we have condensed course descriptions where possible. For complete descriptions visit our website at www.kckcc.edu.

Click on Programs then click on Continuing Education Schedule.



KIDS
on campus
KCKCC

SUMMER DAY CAMP!

June 4 - July 27
Monday - Friday 9a - 4p
7250 State Ave. Kansas City, KS

Fill those summer days with fun!
Now offering a variety of sports,
STEM enrichment, arts, field trips,
life skills, and more!

Register now at:
app.campdoc.com/register/kckcc

Non-refundable \$25 application fee is required.
Transportation will be offered for District #500 students.

\$79 per week
or only \$569
for all 8 weeks!
Ages 8-18

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ADULT EDUCATION PROGRAM

ADULT EDUCATION

In cooperation with the Kansas Board of Regents, the Adult Education Program is designed to help adults increase knowledge and improve skills essential in today's world in four areas:

Basic Skills (ABE)

Classes enable adults to improve their skills in reading, writing, math, science, and social studies. Employability skills, including computer training, are also a part of the basic skills curriculum. These classes are open to all adults who wish to brush up on basic skills whether or not they have completed a high school diploma.

High School Equivalency Preparation (GED)

Classes prepare adults for all subjects on the GED test: math, language arts, social studies and science. These classes also strengthen writing skills and help students prepare to transition to college or careers after earning their GED. All Kansas residents who pass the GED Test are awarded a Kansas State High School Diploma.

College Preparation

Classes help strengthen math, reading and writing skills in order to prepare for the Accuplacer exam. Students also learn test-taking and study skills for success in post-secondary education.

English as a Second Language (ESL)

Classes enable adults with little or no knowledge of English to improve their speaking, listening, reading, and writing skills in English. Citizenship and workplace skills are included in ESL curriculum.



Classes

Classes are held at the KCKCC campus and one satellite learning center at a variety of times to meet the needs of changing schedules. ABE, Pre-GED, GED and College Preparation classes are offered on KCKCC Main Campus in the Continuing Education Building and at the Pioneer Career Center in Leavenworth. ESL classes are held in the lower level Flint Building on main campus.

CLASS SCHEDULE

MAIN CAMPUS - CEB

ABE/GED

Mon - Thu 8:30 am - 12:00 pm

Mon - Thu 5:30 pm - 8:30 pm

MAIN CAMPUS - Lower Flint

ESL

Mon - Thu 8:30 am - 12:00 pm

Mon - Thu 5:30 pm - 8:30 pm

LEAVENWORTH PIONEER CAREER CENTER

1901 Spruce Street

Mon - Thu 5:30 pm - 8:30 pm

Registration

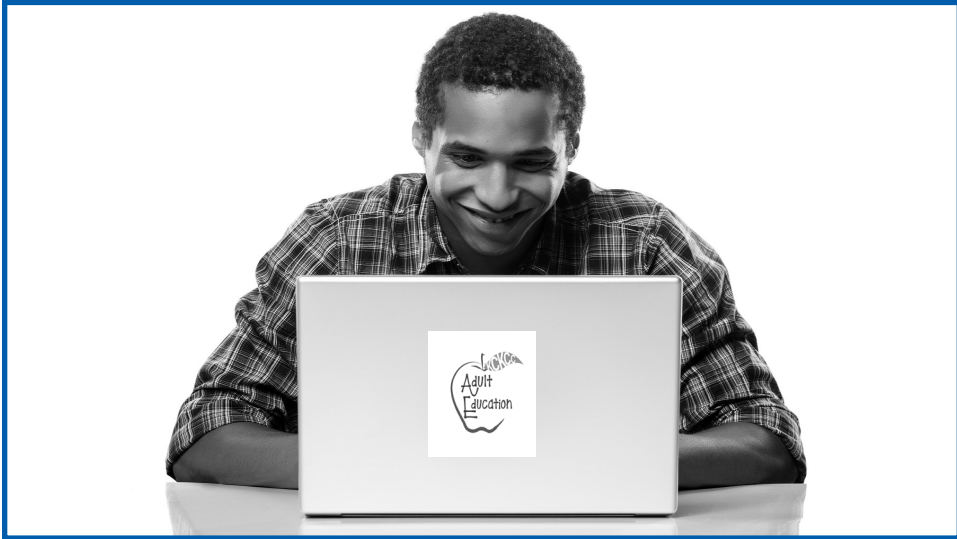
Persons 18 years of age or older may enroll in the program. Students who are 16 or 17 years old may enroll in the program after they withdraw from high school and receive disclaimer and exemption forms from the high school where they reside. To register for classes, please call 913-288-7660.

Orientation/Enrollment

Orientation consists of three sessions where students will learn about the program and do placement testing. The placement testing is done to help us customize your class needs. Orientations are held quarterly.

Cost

There is a \$60 fee (\$75 for ESL with OPD) to cover the cost of enrollment materials and supplies for all Adult Education classes each academic year. Fee is due at orientation payable by cash, check or money order.



GED TEST

The GED Test is the only high school equivalency credential recognized in Kansas. The test includes four sections in the subject areas of language arts, math, science and social studies. All Kansas residents who pass the GED Test are awarded a Kansas State High School Diploma.

A high school diploma can benefit a person's life by opening doors for further education as well as employment opportunities. It also benefits an individual personally by the confidence that is gained through setting and achieving goals and realizing one's potential to learn and grow.

The passing scores for the GED Test are:

145	Pass/High School Graduate
165	Pass/College Ready/Honors
175	Pass/College Ready + Credit

To sign up for a GED Test, please go to GED.com. You will need to set up an account, and the website will direct you with further instructions. You must be 18 years old. If you are 16 or 17 years old, you will need to officially withdraw from high school and participate in an exit interview with a parent or guardian. At that interview you will receive disclaimer and exemption forms that are needed to sign up for the GED Test. No one under the age of 16 may take the test. The GED Test is a computer based test, and Kansas City Kansas Community College is a GED testing site. If you would like to brush up on skills before taking the GED Test, please sign up for the Adult Education Program classes listed on the previous page.

The GED Test can be taken in English or Spanish. The fee for the entire test is \$132 or \$33 per section.

Sign Up for the GED Test
at GED.com
or call
913-288-7660 to enroll for classes.

COMMUNITY EDUCATION

DRIVER SAFETY



Driver's Education

This course is designed for the beginning driver and consists of 28 hours of classroom instruction, six hours of driving with the instructor, and 12 hours of observation. During this state approved course, students will master Kansas road laws and safe defensive driving techniques. The instructor will arrange the driving and observation time after the class begins, and the entire 18 hours of driving and observation time will be outside the classroom instruction hours and may extend beyond the course completion date. The driving is scheduled on weekends during the school year and weekdays and weekends in the summer. To be eligible to take this class, the student must be **14 years of age or older**. Upon completion of the test, a form will be given to the student to take to the State of Kansas Department of Motor Vehicles to obtain an Instructional Permit. Successful completion of the course requirements will result in a Certificate of Completion from the state. This Certificate may lead to the license the student is eligible to receive without further testing. However, the state does reserve the right to re-test. Upon completion, a Defensive Driving certificate will be issued that may be used for insurance discounts.

- \$325 | Jan 8 – Feb 12 (10 Sessions)
Mon, Wed 6:00pm - 9:00pm
J Hathaway / Nursing Rm 2708
- \$325 | Feb 1 – Mar 6 (10 Sessions)
Tue, Thu 6:00pm - 9:00pm
J Hathaway / Flint Rm 3617
- \$325 | Jan 9 – Feb 8 (10 Sessions)
Tue, Thu 6:00pm - 9:00pm
J Hathaway / [Leavenworth PCC](#)
- \$325 | Feb 5 – Mar 7 (10 Sessions)
Mon, Wed 6:00pm - 9:00pm
J Hathaway / [Leavenworth PCC](#)

A parent/guardian of minors must come with the student to the first night of class.

Driver's Education One Day Course plus Drive Time

This course is designed to give students the fundamentals for driving responsibly, safely and defensively. In addition to the 8 hour classroom portion, each student will receive for to six lessons of behind-the-wheel training that will be scheduled during the classroom portion but will begin the week following the class. Amount of drive time is determined by the instructor as the student achieves the driving competencies. Students must be at least 14 years old. It is recommended but not necessary for students to have a current learner's permit prior to the class. All course materials are included in the course fee. A welcome letter from the instructor and the Transportation division will be sent to enrolled participants approximately one week prior to the first class. For students under 18: We strongly recommend that a parent/guardian attend the first class to meet the instructor and complete forms. Driving lessons will be scheduled during the first class session. Driving will take place over the next 4-5 weeks. Expectations are that all students should complete the program during that 4-5 week time frame.

- \$385 | Jan 13
Sat 8:00am - 4:00pm
V Fernandez / CEB Con Rm 1001
- \$385 | Feb 10
Sat 8:00am - 4:00pm
V Fernandez / CEB Con Rm 1001
- \$385 | Apr 7
Sat 8:00am - 4:00pm
V Fernandez / CEB Con Rm 1001
- \$385 | May 19
Sat 8:00am - 4:00pm
V Fernandez / CEB Con Rm 1001
- \$385 | Jun 9
Sat 8:00am - 4:00pm
V Fernandez / CEB Con Rm 1001
- \$385 | Jul 14
Sat 8:00am - 4:00pm
V Fernandez / CEB Con Rm 1001
- \$385 | Aug 11
Sat 8:00am - 4:00pm
V Fernandez / CEB Con Rm 1001

AARP Driver Safety

Take this class if you are interested in improving your driving skills and, at the same time, reducing the cost of your PRESENT auto insurance premium. Please check with your auto insurance company to verify the amount of discount. This refresher course is a mix of video and trained volunteer instructor presentations. There are no tests—written or driving! All materials are furnished. A certificate is issued upon completion. The \$20 fee is paid directly to AARP at the first class session.

- \$20 | Mar 3, 10 (2 Sessions)
Sat 9:00am - 1:00pm
CE Instructor / CEB Conf Rm B
- \$20 | May 12, 19 (2 Sessions)
Sat 9:00am - 1:00pm
CE Instructor / CEB Conf Rm B
- \$20 | Jul 7, 14 (2 Sessions)
Sat 9:00am - 1:00pm
CE Instructor / CEB Conf Rm B

FINANCIAL



Dave Ramsey's Financial Peace

Financial Peace University (Government Version) is a 12 week, money-management class taught by America's most trusted financial guru, Dave Ramsey. I facilitate the course answering questions and augmenting concepts taught in Dave's video lesson. We will walk you through the basics of budgeting, dumping debt, planning, and much more. The average result is \$5,300 in debt paid off in the first 90 days and \$2,700 saved in an emergency fund. The government version dials down the religious overtones so the course can be taught at government facilities but the concepts are the same.

- \$90 | Jan 22 – Apr 9 (12 Sessions)
Mon 6:30pm - 8:30pm
T Schumaker / Flint 3625

A B C's of Medicare Insurance

Turning 65 or becoming eligible for Medicare due to a disability? Have questions about Medicare Part A & B? What is Plan F, and let's not forget the Part D prescription drug plan? Are you familiar with Medicare PPOs and HMOs? A fun, relaxed, two-hour class is a great way to learn about Medicare. This class is for educational purposes and no plan specific benefits or details will be shared. Class is taught by Jeff David, an insurance professional since 1987. In 1993, he opened the Jeff David Insurance Agency. He is an independent broker representing Blue Cross Blue Shield, Aetna, Coventry, Humana, United Health care and authorized to offer AARP Medicare plans.

- \$15 | Mar 15
Thu 6:30pm - 8:30pm
J David / Nursing Rm 2703

Hands On Investing

Does investing intimidate you? Do you feel clueless when conversations turn to the stock market? Have you procrastinated your investment plan? **Hands on Investing** will give you a working understanding of the stock market, investment alternatives, and how to invest for success. A certified Financial Advisor will guide you through a series of investments that you select and track. You will experience setting your investment decisions and criteria, understanding ways to reduce your taxes, and implementing estate planning strategies.

- \$30 | Apr 9 – May 7 (5 Sessions)
Mon 6:00pm - 7:30pm
S Kaufmann / Flint Rm 3617

HEALTH & FITNESS

Basic Yoga

Learn better self-balance, flexibility and strength through focused mind and breathing exercises. Relax and improve your personal health with yoga practices.

- \$65 | Feb 27 - Apr 24 (9 Sessions)
Tue 8:00pm - 8:55pm
S Augustine / Jewell Deli Area

Adult CPR/AED and First Aid

This course covers adult CPR featuring hands-on practice and real life scenarios. This course also includes training in using an Automated External Defibrillator (AED) on a victim of sudden cardiac arrest. The training prepares students to respond to breathing and cardiac emergencies in adults, as well as how to apply basic precautions to reduce the risk of disease transmission during and after providing care. Also includes first aid skills and useful take-home materials to help you retain skills and serve as reference tools in an emergency. Certification length is two years.

\$65 | Jan 13
Sat 9:00am - 12:00pm
J Gilman / CEB Conf Rm A

\$65 | Jan 28
Sun 9:00am - 12:00pm
J Gilman / [Leavenworth PCC](#)

Chakra and Aura Energy Healing

Working with the body's natural energy levels, this healing method is non-intrusive and can be used on one's self as well as other people. Participants will focus on the Chakra and Aura systems. Emphasis will be placed on reading and interpreting natural energy levels. Participants will learn how energy can be used to enhance healing and relaxation. Our focus will be on de-stressing and releasing tension in order to create better energy flow for optimal health. Self-care, retaining one's energy, and achieving full relaxation will be the main objectives of this course.

\$40 | Mar 26 - Apr 30 (6 Sessions)
Mon 6:00pm - 9:00pm
J Zunick / Nursing Rm 2707

\$40 | Jun 4 - Jul 9 (6 Sessions)
Mon 6:00pm - 9:00pm
J Zunick / CEB

Practical Intuition 101

What if there was a tool that could give you greater discernment in your career, relationships, money and more? Every person is born with intuition, however, the world often teaches us to ignore it. In this hands-on workshop, you will learn six primary forms of intuition, how you can strengthen each, and how to use your intuition in practical everyday life. Honing your intuitive skills will help reduce mistakes and unnecessary drama in your life. Things will go more smoothly and life will be happier.

\$40 | Feb 4
Sun 3:00pm - 5:00pm
M Zahira/ CEB

HOME & HOBBY

Beginning Genealogy

You don't need a degree in history or an unlimited travel budget. What you need is curiosity and the willingness to learn. Join me as I walk you through the steps of uncovering your family's past and teach you the steps I learned to build family trees, find documents and find lost relatives.

\$35 | Feb 24
Sat 9:00am - 11:00am
S Caruthers/ Flint Rm 3619B

\$35 | Mar 31
Sat 9:00am - 11:00am
S Caruthers/ Flint Rm 3619B

Creative Writing

This course will teach basic writing skills that will help participants overcome writer's block or the "how to start" challenge. Writing exercises and plans will be presented that will encourage participants to freely express themselves through the written word. Basic English writing technical skills will also be presented.

\$40 | Mar 27 - May 1 (6 Sessions)
Tue 6:00pm - 8:00pm
J Zunick/ CEB Rm 1002

\$40 | Jun 5 - Jul 10 (6 Sessions)
Tue 6:00pm - 8:00pm
J Zunick/ CEB Rm 1002

Pet First Aid

Your pet is counting on you. What will you do when an emergency strikes? Pet First Aid, an American Red Cross course, presents symptoms and care for ailments and emergencies, instructions for creating a pet first aid kit and tips on maintaining your pet's health and well-being. Participants will receive a book w/ DVD, a student first aid kit for use in class, practice on manikins (dog and cat), plus practical pet health tips and lifetime certification.

\$70 | Apr 7
Sat 9:00am - 1:00pm
J Gilman / CEB Con Rm A

\$70 | May 19
Sat 9:00am - 1:00pm
J Gilman / [Leavenworth PCC](#)

LANGUAGES

Preparación Para el GED en Español (GED Prep in Spanish) – sólo 1 opción de horario para escoger

Dentro de diez semanas, Usted se preparará para el examen del diplomado del colegio (GED) y el examen oficial de práctica. Usted estudiará las siguientes áreas: las matemáticas, las ciencias, los estudios sociales, la lectura, y la gramática y escritura. Usted debe de tener una puntuación al nivel secundario para inscribirse y tener éxito en esta clase. El costo por clase es de \$120. Pero si desea escribirse en dos clases, el costo sería de \$100 por clase. El libro de ejercicios cuesta \$35 por clase.

Las matemáticas (Mathematics)

- \$155 | Feb 19 - Apr 18 (18 Sessions)
Mon, Wed 9:00am - 12:00pm
M Martinez / El Centro
- \$155 | Feb 19 - Apr 12 (18 Sessions)
Mon, Wed 6:00pm - 9:00pm
G Maldonado / Flint Rm 3617
- \$155 | Jun 11 - Aug 15 (20 Sessions)
Mon, Wed 6:00pm - 9:00pm
G Maldonada / Flint Rm 3617

Los estudios sociales (Social Studies)

- \$155 | Feb 20 - Apr 19 (18 Sessions)
Tue, Thu 6:00pm - 9:00pm
C Juardo / Nursing Rm 2707
- \$155 | Jun 12 - Aug 16 (20 Sessions)
Tue, Thu 6:00pm - 9:00pm
C Juardo / Nursing Rm 2707

Las ciencias (Science)

- \$155 | Feb 19 - Apr 18 (18 Sessions)
Mon, Wed 6:00pm - 9:00pm
M Pena / Flint Rm 3617
- \$155 | Jun 11 - Aug 15 (20 Sessions)
Mon, Wed 6:00pm - 9:00pm
M Pena / Flint Rm 3617

La lectura, y la gramática y escritura (Language Arts)

- \$155 | Feb 20 - Apr 26 (20 Sessions)
Tue, Thu 6:00pm - 9:00pm
A Cabero / Nursing Rm 2707
- \$155 | Jun 12 - Aug 16 (20 Sessions)
Tue, Thu 6:00pm - 9:00pm
A Cabero / Nursing Rm 2707

MOTORCYCLE TRAINING

Basic RiderCourse™

Learn how to operate a motorcycle safely with emphasis on the special skills and mental attitude necessary for dealing with traffic. In the classroom, you'll learn about the different types of motorcycles, their controls, how they operate and how to become a responsible rider. After a thorough review of your motorcycle controls, you will move to the outdoor riding range and your instructors will start you off with straight-line riding, turning, shifting, and stopping. You will gradually progress to cornering, swerving, and emergency braking. Motorcycles and helmets are provided. Students must ride our training motorcycles and wear the following protective gear while riding during the course: eye protection, full finger gloves, long pants (no baggies or flares), long sleeve shirt or jacket, sturdy shoes over the ankle or boots. Also, you must have a valid driver's license. **Note:** Safety is our primary concern. If safety becomes an issue during the class, RiderCoaches will require students to work on balance and coordination skills outside of the class and reschedule for a later class date. It is **strongly recommended** that participants practice riding a bicycle PRIOR to the class to refresh their balance and coordination.

- \$225 | Fri, Sat, Sun (3 Sessions)
6:00pm - 10:00pm, 8:00am - 5:00pm
MSF RiderCoaches / Flint Rm 3622

Motorcycle class dates:

- Mar 16 – Mar 18
- Mar 23 – Mar 25
- Apr 6 – Apr 8
- Apr 13 – Apr 15
- Apr 20 – Apr 22
- Apr 27 – Apr 29
- May 4 – May 6
- May 18 – May 20
- May 25 – May 27
- Jun 1 – Jun 3
- Jun 8 – Jun 10
- Jun 15 – Jun 17
- Jun 22 – Jun 24
- Jun 29 – Jul 1
- Jul 6 – Jul 8
- Jul 13 – Jul 15
- Jul 20 – Jul 22
- Jul 27 - Jul 29
- Aug 3 - Aug 5
- Aug 10 - Aug 12
- Aug 17 - Aug 19
- Aug 24 - Aug 26

Students are required to come to the Community Education Building (CEB) between 8:00am and 9:00pm on Monday-Thursday or between 8:00am and 4:00pm on Friday to fill out the state required paperwork. The turnaround time from the state could be up to 2 weeks but will not affect your class date.

Basic RiderCourse™ Ladies Only

\$225 | Apr 27 - Apr 29 (3 Sessions)
 Fri, 6:00pm - 10:00pm,
 Sat, Sun 8:00am - 5:00pm
 MSF RiderCoaches / Flint Rm 3622

**Basic RiderCourse™ 2 (ERC)**

This course is designed for the experienced motorcycle rider looking to hone their motorcycle skills and fine-tune the mental drills needed for survival in traffic. Students are required to provide motorcycle, helmet, long sleeve shirt or jacket, eye protection, full finger gloves, long pants (no baggies or flares) and shoes over the ankle or boots. Students must have a motorcycle endorsement on their license and must provide proof of insurance. Students are required to provide motorcycle, helmet, long sleeve shirt or jacket, eye protection, full finger gloves, long pants (no baggies or flares) and shoes over the ankle or boots. Student must have a motorcycle endorsement on their Driver's License and must provide proof of insurance.

\$150 | May 5
 Sat 8:00am - 5:00pm
 MSF RiderCoaches / Motorcycle Range

\$150 | Aug 11
 Sat 8:00am - 5:00pm
 MSF RiderCoaches / Motorcycle Range

RiderCoach™ Prep

This one week (60 contact hours), intensive course is designed to nationally certify an individual to become a Motorcycle Safety Foundation certified RiderCoach. The RiderCoach's role is to facilitate a Basic Rider Course, as well as conduct other components and modules utilizing MSF mandated curriculum and training systems.

\$425 | Mar 12 - Mar 18
 Mon - Sun 8:00am - 5:00pm
 MSF RiderCoaches / Flint Rm 3622

Advanced RiderCourse™ (ARC)

This course is designed for the experienced motorcycle rider looking to hone their motorcycle skills and fine-tune the mental drills needed for survival in traffic. Students are required to provide motorcycle, helmet, long sleeve shirt or jacket, eye protection, full finger gloves, long pants (no baggies or flares) and shoes over the ankle or boots. Students must have a motorcycle endorsement on their license and must provide proof of insurance.

\$150 | Jun 29
 Sat 8:00am - 5:00pm
 MSF RiderCoaches / Flint Rm 3623

Coming This Spring

Motorcycle classes for your family or riding group

**Class Subjects Include:
 Intersection Awareness**

Group Riding

Rider Perception

Riding Straight:

Alcohol/Drug Awareness

**Call for more information
 (913) 288-7189**

MUSIC AND DANCE**Beginning & Intermediate Piano**

Beginning & Intermediate Piano is open to anyone high school age and older who is interested in having fun learning to play the piano. All levels from beginner to intermediate are welcome! If you've ever wanted to read music, play for your friends and family or if you previously have taken lessons and want to get back into playing, this is the perfect opportunity. Instruction will include basic piano proficiency including scales, chords, harmonizing melodies, improvisation, sight reading, building a basic piano repertoire and learning basic music theory. In addition, you will develop an intermediate piano repertoire and learn intermediate music skills. The required book for the course is Bastien Piano for Adults which can be purchased in the KCKCC Bookstore.

\$150 | Feb 17 - Apr 28 (11 Sessions)
 Sat 9:00am - 11:30am
 N Kim / Humanities Rm 2109

Community Chamber Choir

The Community Chamber Choir is open to any singer high school age and up who desires to sing in a large ensemble. Repertoire will include everything from major works as well as songs from all periods of music. The focus of the choir will be to perform in one major concert at the end of each semester, along with the other KCKCC choral ensembles. Experience in choral singing is recommended but not required. This class may be taken for academic credit.

\$30 | Jan 22 – May 7 (16 Sessions)
 Mon 7:00pm - 9:00pm
 J Stafford / Humanities 2170

Community Jazz Choir

KCKCC Summer Jazz Choir is a performance-based course open to singers high school age and older who desire to sing in the vocal jazz idiom within a larger ensemble. Repertoire will include jazz standards and popular music arrangements with jazz harmony. The focus of the choir is to perform one major concert at the end of the summer session. The choir will perform music both a cappella and with rhythm section. Experience in choral singing is highly recommended, but not required. There will be an audition requirement with the director, before placement in the ensemble can be made official.

\$40 | Jun 4 - Jul 30 (9 Sessions)
 Mon 7:00pm - 9:00pm
 J Stafford / Humanities Rm 2170

Jazz Camp

Kansas City has a unique claim to the history of jazz. Perpetuating that heritage is a privilege and a responsibility for all Kansas City jazz lovers. One of the most important and challenging attributes of jazz music is the element of improvisation - music that is created on the spot. This camp unravels the mysteries of improvisation for the progressing jazz musician. The camp faculty blend an academic perspective with "in the trenches" expertise. All faculty members are professional musicians working in Kansas City's vibrant jazz scene as well as being some of the best educators in the city. We welcome middle school, high school and college students, hobbyists, retirees and anyone with a desire to learn and have fun. Tuition includes lunch and a T-shirt.

\$200 | Jun 4 - Jun 8 (5 Sessions)
 Mon - Fri 9:00am - 3:00pm
 J Mair / Humanities Rm 2190

Kansas City 2-Step

AKansas City 2-Step is an urban dance that originated in Kansas City and continues to evolve while defining its unique style and culture within the context of swing. The dance has been growing in popularity because of its versatility. It can be showcased as a ballroom style dance, a swing dance, and it can even be displayed from a hip hop perspective. You will learn the six step sequence, lead/follow techniques, various dance positions and the count which is on the 1's and 2's. You'll also be taught floor etiquette in detail. Each student will be required to complete course applications at the end of each class. There is a \$5 discount for returning students. Please bring dance shoes.

\$80 | Jan 22 – Mar 12 (8 Sessions)
 Mon 6:30pm - 8:30pm
 D Calhoun / Jewell Deli Area

Line Dance

Learn several line dances in a variety of styles. Learn new and classic line dances while increasing your heart rate and fitness level. Come and join the fun!

\$60 | Feb 27 – Apr 24 (9 Sessions)
 Tue 7:00pm - 7:55pm
 S Augustine / Jewell Deli Area

4 EASY WAYS TO REGISTER FOR CLASSES!

ONLINE: www.kckcc.edu
 Under the Programs menu, click on Continuing Education Schedule.

IN PERSON: Come to the KCKCC Community Education Bldg. (CEB) on the main campus located at 7250 State Avenue.

BY PHONE: Call 913-288-7660 (credit card required)

BY MAIL: Complete the registration form located on page 30 and mail it with your fee to:

Continuing Education
 KCK Community College
 7250 State Avenue
 Kansas City, KS 66112

SPECIAL EVENTS



Blue Devil 5k Fun Run/Walk

This annual event helps to support improvements to the KCKCC walking/running path.

Each participant receives:

- 2018 Blue Devil 5k T-Shirt
- Goodie Bag
- FREE Pancake Breakfast
- Free Entry in Prize Drawing

Awards will be given to the top overall male and female finishers as well as the top finishers in each age bracket.

Enroll Now - Late Registration (After April 20): \$30 for all 5k Participants.

Packet Pick-up: KCKCC Campus at the Wellness Center May 4 from 3:00 pm-7:30 pm. May 5 from 3:00 pm -7:30 pm. May 6 from 7:00 am-7:00 pm. All packets will be available the day of the event.

\$25 | May 6
Sat 8:00am - 11:00am
Staff / Wellness Ctr

Senior Health, Fitness & Wellness Day

In celebration of National Senior Health and Fitness Day, KCKCC will offer various hour-long workshops focusing on topics specific to all around health and wellness for senior adults. Refreshments and door prizes provided. Register by May 28.

FREE | May 30
Wed 8:00am - 1:00pm
Staff / Wellness Ctr

TRIPS & TOURS

History of BBQ

Come and learn how BBQ got started in Kansas City and why it is the BBQ Capitol. Then we will visit the BBQ Museum in the American Royal and eat lunch at Gates in KCK.

\$50 | Jan 17
Wed 10:00am - 2:00pm
CE Staff / Jewell 2325

An Afternoon with the Pottery Wheel

Join us for an afternoon of creativity! Whether you've thrown before or not, the pottery wheels are an experience you don't want to miss! Everyone will get their hands in the clay and make a piece of pottery on the wheel, then return to glaze their creation once it's been fired.

\$40 | Feb 22
Thu 12:30pm - 3:30pm
Staff / CEB

Mosaic Class

Join us as we will go to Parkville Artisans and learn the basics of Mosaics! Each person will receive instruction on the basics of working with Mosaics and will be walked through the process from beginning to end. All tools and supplies to create a small mosaic candleholder or catch all dish will be provided.

\$40 | Mar 22
Thu 12:30pm - 3:30pm
Staff / CEB

History Tour – Dr. Naismith

See the first person re-enactor Bill Nicks tell us how Dr. James Naismith switched from a minister and doctor to the inventor of Basketball. Learn lots of little known facts about Dr. Naismith. He was an ordained minister, medical doctor, Basketball inventor, and the first Basketball coach of KU. You will visit the Naismith Memorial, the Naismith grave, homes he lived in, Allen Fieldhouse and Booth KU Hall of Fame, and to end it all you visit the Dole Institute of Politics. On the way home if you ask Dr. Naismith might tell you about Quantril. Come for a day of fun and learn about Dr. Naismith. Lunch will be on your own on Massachusetts Avenue where there are numerous shops and dozens of restaurants.

\$50 | Apr 7
Tue 8:30am - 4:00pm
W Nicks/ CEB



**Warm Springs Ranch
Clydesdale Breeding Farm**

Tour the Headquarters of the Budweiser Clydesdale's Breeding Operation Where Legends Are Born. Warm Springs Ranch is a breeding farm for the Budweiser Clydesdales, resting on 300-plus acres of lush, rolling hills in the heart of Missouri. Established in 2008, it features a mare/stallion and foaling barn, veterinary lab and 10 pastures, each with a customized, walk-in shelter. The facility is home to more than 70 Clydesdales ranging from foals to stallions. Here is your chance to go behind the scenes at Warm Springs Ranch and get up close and personal with the Clydesdales! tour. Lunch will be at Frederick Hotel.

\$85 | Apr 26
Thu 8:00am - 5:00pm
CE Staff / CEB

**Shatto Dairy & Grindstone Valley
Winery Tour in Osborn, MO**

The day will start with a tour of the family-owned Shatto Milk Company located just north of Kansas City. The family has been farming for over 100 years and in 2003 began processing their own milk for the purpose of providing customers with the freshest and best tasting dairy products possible. Lunch will follow with BBQ at the famous Outlaw Cafe. The final stop will be to the Grindstone Valley Winery housed in the Lincoln-Anderson Post #169 of the American Legion, whose original building was shuttered during the Great Depression. The wines served at Grindstone are made rich by grapes grown in the sweet soils found in the Grindstone Valley.

\$55 | May 17
Thu 9:00am - 4:00pm
CE Staff / CEB

THEATER

**Quality Hill Playhouse
That Old Black Magic**

From "Stormy Weather" and "Come Rain or Come Shine" to "Blues in the Night" and "Black Magic," Harold Arlen brought the blues from his early days at the Cotton Club to Hollywood and left the Songbook with a string of standards.

\$35 | Feb 1
Thu 12:00pm - 3:30pm
CE Staff / CEB

**Quality Hill Playhouse
It's Delovely**

The wit of Cole Porter and Noel Coward. The internal rhymes and worldly wit of these two songwriters forever raised the bar for lyricists who followed. From Cole's early Broadway days to Noël's legendary Vegas performances, we'll break out the champagne and toast these two unsurpassed bon vivants.

\$35 | Mar 8
Thu 12:00pm - 4:00pm
CE Staff / CEB

**Quality Hill Playhouse
Billboard Blockbusters**

In the days before earbuds and personal playlists, every week we would wait to find out if our favorite songs made the Top 40. Few things were more successful than radio in bringing the Songbook into people's homes and lives. What songs from the 1930s to 1950s will make our Top 40 list?

\$35 | May 3
Thu 12:00pm - 4:00pm
CE Staff / CEB

**New Theatre Restaurant
Funny Money**

Henry's life is boring until he finds a briefcase that contains 1.5 million dollars in cash! Certain that the funds are crime-related, Henry decides to take the money and run. Mistaken identities, greedy friends, bodies in the river and murderers on the loose make this international hit "fiendishly funny...if ever a farce could make someone die laughing, this is it." - The London Times.

\$45 | Jan 24
Wed 11:00am - 3:30pm
CE Staff / CEB

New Theatre Restaurant Barefoot in the Park

Newlywed Corie wants everything about the new apartment to be perfect for her new husband, Paul. But it has no furniture or heat, the skylight lets in the snow, the paint job is all wrong and the bedroom is too small for a bed. Just when things couldn't get any worse, Corie's mom and potential boyfriend show up. One of Neil Simon's best comedies, BARE-FOOT, received an Oscar nomination and four Tony nominations including Best Play.

\$45 | Mar 14
Wed 11:00am - 3:30pm
CE Staff / CEB

New Theatre Restaurant Sister Act

When disco diva Deloris witnesses a murder, she is put in protective custody in a convent! Using her unique singing talent, Deloris breathes new life into the community but blows her cover in the process. Soon, the gang gives chase. From the composer of Beauty and the Beast, The Little Mermaid, and more, Sister Act was nominated for five Tony Awards including Best Musical.

\$45 | Jun 13
Wed 11:00am - 3:30pm
CE Staff / CEB

VIP Club

The KCKCC VIP Club is designed to provide community members who are 50 years of age and older with a variety of free and low-cost activities consisting of cultural events, informational seminars, academic and leisure classes and day-trips.

You may become a member by completing the Registration Form located in the back of this catalog.

Membership fee is \$10 and is renewable yearly.

Call (913) 288-7660 or email phowe@kckcc.edu for more information.

YOUTH PROGRAMS

Babysitter Training

Offered in partnership with the American Red Cross, this course is ideal for babysitters ages 11-15. Topics include safety, safe play, basic care, first aid, leadership, professionalism, and infant/child CPR. There will be a half hour lunch break. Please pack a sack lunch. Workshop includes book.

\$70 | Feb 10
Sat 9:00am - 4:00pm
J Gillman / CEB Conf Rm A

\$70 | Mar 17
Sat 9:00am - 4:00pm
J Gillman / Leavenworth PCC

KIDS ON CAMPUS

Kids on Campus Spring Break Camp

Kids on Campus is a comprehensive day program with a mixture of sports and classroom activities. Each day includes various sports. The classroom activities will include Math and Science enrichment, Drug and Alcohol counseling, and career planning.

\$59 | Mar 12 - 16 (5 Sessions)
Mon - Fri 9:00pm - 4:00pm
Staff / CEB
Ages: 8 - 18

SCIENCE ADVENTURES



Make your First Video Game

If you love playing video games, this is the class for you! Make your first video game in this one-of-a-kind class that shows you the keys to designing your first 2D platformer game. Conceptualization, play experience, challenge levels, graphics, sounds and simple coding are just some of the concepts that we'll

explore. No prior experience necessary, just a desire to have fun. Student created games will be available on a password protected Black Rocket website to share with friends and family. Games are only compatible on PC computers; Mac versions can be created after the program for \$15.00 conversion fee. Students will work in pairs or teams for most of the program.

\$149 | Jun 5 - Jun 9 (5 Sessions)
Mon - Fri 9:00am - 12:00pm
Ages: 8 - 10

\$149 | Jun 5 - Jun 9 (5 Sessions)
Mon - Fri 1:00pm - 4:00pm
Ages: 11 - 14

Minecraft® Designers

If you love the game Minecraft®, and always wanted to design your own world, this class is for you! Learn how to create a custom map, the basics of creating 3D models using a new software to design your very own objects, how to build with Redstone and Command blocks, and create custom textures for you to import at home or share with friends. To access their project at home, students must own a PC/MAC version of Minecraft®. Tablet, phone, and game console versions of Minecraft® are not compatible. Parent email address is required to use 3D modeling software. Students will work in pairs or teams for most of the program. Returning students can create more advanced projects that build on previous years.

\$149 | Jun 12 - Jun 16 (5 Sessions)
Mon - Fri 9:00am - 12:00pm
Ages: 8 - 10

\$149 | Jun 12 - Jun 16 (5 Sessions)
Mon - Fri 1:00pm - 4:00pm
Ages: 11 - 14

App Attack!

Take the first steps into the world of mobile app design and customize your own game app! Using a specialized app & game development tool, students will explore the world of web-based (HTML5) mobile apps. In addition to learning the basics of mobile app design and game development, you will also see firsthand how the world of app publishing functions. Student-created apps will be accessible on a private site and can be played on any mobile device or computer. Publishing to app stores not included. No prior experience is necessary and students do not need to own a smartphone or tablet to take the class. Students

will work in pairs or teams for most of the program. Returning students can create more advanced projects that build on previous years.

\$149 | Jun 19 - Jun 23 (5 Sessions)
Mon - Fri 9:00am - 12:00pm
Ages: 8 - 10

\$149 | Jun 19 - Jun 23 (5 Sessions)
Mon - Fri 1:00pm - 4:00pm
Ages: 11 - 14

Make your First 3D Video Game

This class allows you to develop a game concept that goes well beyond the limitations of the traditional 2D game design classes and create an immersive 3D world. Students will learn the physics behind 3D games, explore beginner event scripting, level design, controlling flow of gameplay, and story telling. Student created games will be available on a password protected Black Rocket website to share with friends and family. Students will work in pairs or teams for most of the program. Returning students can create more advanced projects that build on previous years.

\$149 | Jun 26 - Jun 30 (5 Sessions)
Mon - Fri 9:00am - 12:00pm
Ages: 8 - 10

\$149 | Jun 26 - Jun 30 (5 Sessions)
Mon - Fri 1:00pm - 4:00pm
Ages: 11 - 14

Code Breakers

Calling all future coders, programmers, & designers! Learn the basics of coding languages like HTML, JavaScript, and CSS through a series of web projects and design challenges each day and be on your way to becoming the next tech star! Whether you want to be the next Mark Zuckerberg or the high school student who just made \$1 million dollars for programming in his bedroom, this course has the essentials you need to begin your journey. Projects will be available on a Black Rocket website to share with friends and family. Students will work in pairs or teams for most of the program. Returning students can create more advanced projects that build on previous years.

\$149 | Jul 10 - Jul 14 (5 Sessions)
Mon - Fri 9:00am - 12:00pm
Ages 8 - 10

\$149 | Jul 10 - Jul 14 (5 Sessions)
Mon - Fri 1:00pm - 4:00pm
Ages 11 - 14

App Adventures: The Next Level!

Continue your quest to make the next viral app! Whether you want to move past the basic techniques learned in App Attack or want to jump right in, we are ready for you! Students will choose from a selection of different web-based (HTML5) mobile apps and explore more in-depth programming concepts. Student projects will be accessible on a Black Rocket site and can be played on any mobile device or computer. Publishing to app stores not included. No prior experience is necessary and students do not need to own a smartphone or tablet to take the class. Students will work in pairs or teams for most of the program. Returning students can create more advanced projects that build on previous years.

\$149 | Jul 17 - Jul 21 (5 Sessions)
Mon - Fri 9:00am - 12:00pm
Ages: 8 - 10

\$149 | Jul 17 - Jul 21 (5 Sessions)
Mon - Fri 1:00pm - 4:00pm
Ages: 11 - 14

Video Game Animation

Take your game design skills to the next level by creating and animating your own character sprites, objects, and backgrounds. Start with a name, develop the character's personality, signature moves, special powers, and a story line. Finish with a fully animated character to be used in your very own game. Students do not need any prior experience in game design, animation, or sketching. Students will work in pairs or teams for most of the program. Returning students can create more advanced projects that build on previous years.

\$149 | Jul 24 - Jul 28 (5 Sessions)
Mon - Fri 9:00am - 12:00pm
Ages: 8 - 10

\$149 | Jul 24 - Jul 28 (5 Sessions)
Mon - Fri 1:00pm - 4:00pm
Ages: 11 - 14

COOKING FOR KIDS**Kids Culinary Clinic**

Learn basic kitchen safety and food prep skills you'll use for life! You will prepare chicken fingers with a dipping sauce, onion rings, soup and a salad. Best of all, you will be able to transfer these skills to home and make a meal for the whole family! Ages: 9 - 13

\$110 | Jun 5 - 7 (3 Sessions)
Mon - Wed 9:00am - 12:00pm
Thomas R. Burke Tech Ed Ctr

\$110 | Jul 24 - 26 (3 Sessions)
Mon - Wed 9:00am - 12:00pm
Dr. Thomas R. Burke Tech Ed Ctr

Cooking with Teens

Learn kitchen safety, food prep, knife skills, and cooking techniques you'll use for life! Prepare chicken fingers, onion rings, dipping sauce, soup, and salad! Ages: 14 - 18.

\$130 | Jun 12 - 15 (4 Sessions)
Mon - Thu 9:00am - 12:00pm
Thomas R. Burke Tech Ed Ctr

\$130 | Jul 10 - 13 (4 Sessions)
Mon - Thu 9:00am - 12:00pm
Dr. Thomas R. Burke Tech Ed Ctr

**Teen Baking Clinic**

Learn the science of baking, product prep, and product presentation. Create beautiful and delicious cookies, pies, yeast bread, and ice cream sundaes! Ages: 14 - 18.

\$120 | Jun 19 - 22 (4 Sessions)
Mon - Thu 9:00am - 1:00pm
Thomas R. Burke Tech Ed Ctr

\$120 | Jul 17 - 20 (4 Sessions)
Mon - Thu 9:00am - 1:00pm
Dr. Thomas R. Burke Tech Ed Ctr

Teen Culinary Clinic

Learn kitchen safety, food prep and knife skills, cooking techniques, and how to season and flavor food. You will focus on Italian cookery and creating fresh pastas, traditional sauces, salads, and homemade pizzas! Ages: 14 - 18.

\$130 | Jun 26 - 29 (4 Sessions)
 Mon - Thu 9:00am - 12:00pm
 Thomas R. Burke Tech Ed Ctr

DANCE AND CHEER CLINICS



Dance Clinics

This camp will teach the fundamentals of various dance styles. It will focus on fun with learning in the process. Ballroom, Line, Tap, Jazz and basic dance moves that work with any dance. You will also learn how to avoid injury and the history of the dance.

\$79 | Jun 5 - 9 (5 Sessions)
 Mon - Fri 9:00am - 12:00pm
 S Augustine / **Ages 8 - 12**

\$79 | Jul 10 - 14 (5 Sessions)
 Mon - Fri 9:00am - 12:00pm
 S Augustine / **Ages 8 - 12**

\$79 | Jun 26 - 30 (5 Sessions)
 Mon - Fri 1:00pm - 4:00pm
 S Augustine / **Ages 13 - 18**

\$79 | Jul 17 - 21 (5 Sessions)
 Mon - Fri 1:00pm - 4:00pm
 S Augustine / **Ages 13 - 18**

\$79 | Jul 26 - Jul 28 (5 Sessions)
 Mon - Fri 1:00pm - 4:00pm
 S Augustine / **Ages 13 - 18**

Cheer and Gymnastics Clinics

This camp will focus on the basic fundamentals of cheer and gymnastics. It will teach basic gymnastics for one hour. One hour of cheer with everyone and one hour of gymnastics for the advanced student. Each student will also get instruction in the history of each discipline, injury prevention and a peek into career opportunities.

\$79 | Jun 4 - 8 (5 Sessions)
 Mon - Fri 9:00am - 12:00pm
 M Augustine / **Ages 8 - 11**

\$79 | Jun 11 - 15 (5 Sessions)
 Mon - Fri 9:00am - 12:00pm
 M Augustine / **Ages 8 - 11**

\$79 | Jun 18 - 22 (5 Sessions)
 Mon - Fri 9:00am - 12:00pm
 M Augustine / **Ages 8 - 11**

\$79 | Jun 25 - 29 (5 Sessions)
 Mon - Fri 9:00am - 12:00pm
 M Augustine / **Ages 8 - 11**

\$79 | Jul 9 - 13 (5 Sessions)
 Mon - Fri 9:00am - 12:00pm
 M Augustine / **Ages 8 - 11**

\$79 | Jul 16 - 20 (5 Sessions)
 Mon - Fri 9:00am - 12:00pm
 M Augustine / **Ages 8 - 11**

\$79 | Jul 23 - 27 (5 Sessions)
 Mon - Fri 9:00am - 12:00pm
 M Augustine / **Ages 8 - 11**

\$79 | Jun 4 - 8 (5 Sessions)
 Mon - Fri 1:00pm - 4:00pm
 M Augustine / **Ages 12 - 18**

\$79 | Jun 11 - 15 (5 Sessions)
 Mon - Fri 1:00pm - 4:00pm
 M Augustine / **Ages 12 - 18**

\$79 | Jun 18 - 22 (5 Sessions)
 Mon - Fri 1:00pm - 4:00pm
 M Augustine / **Ages 12 - 18**

\$79 | Jun 25 - 29 (5 Sessions)
 Mon - Fri 1:00pm - 4:00pm
 M Augustine / **Ages 12 - 18**

\$79 | Jul 9 - 13 (5 Sessions)
 Mon - Fri 1:00pm - 4:00pm
 M Augustine / **Ages 12 - 18**

\$79 | Jul 16 - 20 (5 Sessions)
 Mon - Fri 1:00pm - 4:00pm
 M Augustine / **Ages 12 - 18**

\$79 | Jul 23 - 27 (5 Sessions)
 Mon - Fri 1:00pm - 4:00pm
 M Augustine / **Ages 12 - 18**

AUTO/MOTORCYCLE REPAIR**Basic Automotive Care**

Learn hands-on fundamental skills in basic automotive care including safety, vehicle maintenance, and exterior and interior care. Students are encouraged to bring their own basic hand tools and safety glasses.

\$195 | Feb 8 – May 17* (14 Sessions)
Thu 6:00pm - 9:00pm
M Wichtendahl / Auto Tech Bldg Lab 1
**No class on Mar 15.*

Cosmetic Auto Body

Learn basic welding, safety and auto body techniques pertaining to dents, plastic fillers and rust repair, sanding, and other hands-on-training. Students provide their own supplies as explained by instructor. NO TEXT.

\$195 | Feb 6 – May 15* (14 Sessions)
Tue 6:00pm - 9:00pm
D Jacques / Auto Tech Bldg Lab 1
**No class on Mar 13.*

Motorcycle Basic Repair

This class is designed for the motorcycle enthusiast who wants the basics of system design theory, principles of operation and basic repair procedures. NO TEXT.

\$99 | Feb 7 - Mar 28 (7 Sessions)
Wed 6:00pm - 9:00pm
M Moehlman / Burke TEC Machine Lab
**No class on Mar 14.*

Small Engine Repair

Service and maintain single cylinder, gasoline powered, air cooled and spark ignition engines. Work on lawnmowers, rototillers, chain saws and portable power plants. List of basic hand tools for students to supply will be given by the instructor the first night. Do not bring anything to the first session.

\$195 | Feb 6 – May 15* (14 Sessions)
Tue 6:00pm - 9:00pm
E Walker / TEC 4
**No class on Mar 13.*

FORKLIFT CERTIFICATION**Forklift Certification**

Five day (30 hours) hands-on training in forklift operation and pallet jack experience. Applicants must be at least 18 years of age. Attendance is required at all 5 class sessions to complete certification. For further course details or enrollment call 913-288-7800. Directions to training location will be provided upon enrollment. (OSHA CERT-29 CFR 1910.78)

\$395 | Jan 22 – Jan 26 (5 Sessions)
Mon - Fri 8:00am - 2:30pm
J Norton / TEC 4

\$395 | Feb 12 – Feb 16 (5 Sessions)
Mon - Fri 8:00am - 2:30pm
J Norton / TEC 4

\$395 | Mar 12 – Mar 16 (5 Sessions)
Mon - Fri 8:00am - 2:30pm
J Norton / TEC 4

\$395 | Apr 16 – Apr 20 (5 Sessions)
Mon - Fri 8:00am - 2:30pm
J Norton / TEC 4

\$395 | May 14 – May 18 (5 Sessions)
Mon - Fri 8:00am - 2:30pm
J Norton / TEC 4

HOME IMPROVEMENT**Basic Home Repair and Remodeling**

This class provides the property owner with overall knowledge and skills on repairing all home systems: electrical, plumbing, dry wall and ceramic tile. Also covers framing skills for buildings and decks. Tuition includes cost of additional materials. NO TEXT

\$99 | Feb 6 – Mar 27* (7 Sessions)
Tue 6:00pm - 9:00pm
S McGivern / Burke TEC Building Lab
**No class on Mar 13.*

Beginning Cabinetmaking

Learn basic woodworking techniques, including tools, types of woods, sanding and finishing, and designing kitchen and bath cabinet projects. NO TEXT

\$195 | Feb 6 – May 15* (14 Sessions)
 Tue 6:00pm - 9:00pm
 Staff / Burke TEC T-101
 *No class on Mar 13

Major Home Appliance Repair

Gain basic knowledge of appliance functions and repair. This class is useful for new hires in the appliance service field, apartment maintenance personnel, or do-it-yourselfers. This class also covers basic electricity, schematics, and test equipment for refrigerators, domestic ice makers, washing machines, dryers, ranges, and microwave ovens. NO TEXT

\$195 | Feb 6 – May 15* (14 Sessions)
 Tue 6:00pm - 9:00pm
 J Carmack / Burke TEC Appliance Lab
 *No class on Mar 13.



Residential Plumbing

Students will learn the following outcomes: plumbing supply lines, soldering copper lines and fittings, assembling pex supply lines and fittings, testing and trouble shooting electric hot water tank, install and trouble shooting toilets, install and repair bathroom sink faucet.

\$99 | Apr 3 - May 15* (7 Sessions)
 Tue 6:00pm - 9:00pm
 S McGivern / Burke TEC Building Lab
 *No class on Mar 13.

Residential Wiring

Ever need to know how to fix a light or plug-in in your house? Want to up-grade your service panel, install a ceiling fan, wire a 220-volt clothes dryer? Learn to install a 3-way switch, or thermostat for your furnace or install a door bell. Come join us as we learn how to safely wire our house.

\$195 | Feb 7 – May 16* (14 Sessions)
 Wed 6:00pm - 9:00pm
 S McGivern / Burke TEC Heating Lab
 *No class on Mar 14

COSMETOLOGY INSTRUCTOR

Cosmetology Instructor Training

This 300 contact hour course is designed to meet the educational requirements for licensure by Kansas Board of Cosmetology for instructors in the cosmetology sciences. Students will attend 40 hours of lecture and participate in 260 hours of observation, clinic supervision, and classroom teaching. Topics covered include instructor characteristics, student motivation, methods and evaluation. 300 contact hrs. For enrollment call 913-288-7832. Enrollment is by interview only. Candidates must complete a hands-on evaluation before acceptance. Lab times will vary. Fee includes books.

\$1,550 | Jan 22 – May 14 (17 Sessions)
 Mon 4:30pm - 7:30pm
 D Wolf / Burke Cosmetology Lab

**TO REGISTER FOR
 TECH ED CENTER CLASSES
 CALL (913) 288-7800**

PROFESSIONAL EDUCATION

HEALTH PROFESSIONALS

ICD-10 Medical Billing and Coding + Medical Terminology

This 100-hour course covering ICD-10CM, ICD-10PCS, and ICD-9 prepares the student to sit for the national certification exams administered by AAPC or AHIMA and to gain employment in the Medical Billing and Coding field. For course details, call 913-288-7660. There are no discounts available for this class.

\$1,999 | Mar 1 - Jun 14* (29 Sessions)
Tue, Thu 6:00pm - 9:30pm
CCI / Flint Rm 3622
**No class on Mar 13, Mar 15.*

Pharmacy Technician

This 80-hour course (plus an optional clinical externship) prepares students to enter the pharmacy field as a Pharmacy Technician and to take the PTCB national certification exam. The exam fee is separate and is not included in the course fee. For course details, please call 913-288-7660 or 913-288-7170.

\$1,974 | Feb 13 - May 8 (23 Sessions)
Tue, Thu 6:00pm - 9:30pm
CCI / [Leavenworth Pioneer Center](#)
**No class on Mar 13, Mar 15.*

\$1,974 | Feb 27 - May 22* (23 Sessions)
Tue, Thu 6:00pm - 9:30pm
CCI / Flint Rm 3625
**No class on Mar 13, Mar 15.*

Phlebotomy Technician

This 190-hour Phlebotomy Certificate Program includes 90 hours of classroom training and a 100-hour clinical externship in a local health-care facility. Upon successful completion of the 190-hour program, you will qualify to apply for the PBT national certification exam administered by ASCP. For course details, please call 913-288-7660.

\$1,974 | Feb 4 - May 13* (13 Sessions)
Sun 9:00am - 4:30pm
D Glasgow / CEB Conf Rm A
**No class on Mar 18, Apr 1.*

HUMAN RESOURCE PROFESSIONALS

Behavioral Interviewing

A survey by Robert Half Finance and Accounting found that poor performance was the number one reason that resulted in a failed hire. A poor skills match was the second most cited reason. In addition, failed hires result from a "culture clash," where the new hire doesn't fit in with the company culture. Behavioral interviewing is an evidence-based approach for ensuring you hire the right person for the job, effectively minimizing all of these potential problems. Successful completion of this course will increase your ability to: use competencies to develop behavioral-based questions; recognize the characteristics of and effectively develop behavioral-based questions; explore useful techniques for reviewing resumes; identify the elements to look for in candidates' answers to behavioral-based questions; and follow a structured method for evaluating candidates objectively.

\$85 | Apr 24
Tue 8:00am - 12:00pm
L Summers / Flint Rm 3623

Mastering Crucial Conversations

Mastering Crucial Conversations will give you tools to handle difficult and important interactions that happen to everyone and affect your life. We are masters at avoiding tough conversations if we feel that there will be varying opinions, or if we feel the stakes are high or the conversation will be emotional. We would rather send a coworker an e-mail than walk down the hall and talk to him/her about a tough issue. But it doesn't have to be that way. You can prepare for and learn how to handle critical conversations. During this seminar, participants will learn how to: handle and effectively hold critical conversations; transfer anger and hurt feelings into powerful dialogue; create conditions of safety; achieve a level of mutual understanding and respect; be persuasive, instead of abrasive.

\$125 | Mar 14
Wed 8:00am - 5:00pm
L Summers / CEB Conf Rm A

Diversity Awareness

What is the source of unfair treatment and differences among people in organizations? Traditional diversity awareness programs have focused on the treatment of women and minorities. However, differences arise from a host of other traits as well, including age, sexual orientation, religious beliefs, physical abilities, educational background, whether someone has children, even being an engineer versus being a salesperson. These traits or “profiles” cause people to make inaccurate assumptions, create separation, and, yes, treat people unfairly. The goal of diversity awareness is to promote an inclusive work environment. Successful completion of this course will increase your ability to: understand the subtle ways that bias occurs; identify instances of devaluing others through small, subconscious behaviors and micro-inequities; establish a framework to increase inclusion at the organizational level; recognize different ways of conveying respect; address conflict productively and respectfully; lead by example and be a part of the solution.

\$85 | Apr 3
Tue 8:00am - 12:00pm
L Summers / Flint Rm 3632

HR for Non-HR Managers

As companies modify priorities and operations, human resources functions can move from a dedicated HR role, to that of the manager. Whether the majority of those important functions stays within HR at your organization, or is your responsibility as a manager, it is important that managers understand how much of their role is really about their people, as well as aspects of legislation, policy, and procedures that involve human resourcing issues. By the end of this workshop, you will be able to: identify the employment laws that have serious consequences for violations; identify the pitfalls to avoid and the precautions to take to limit personal exposure and the organization’s exposure to costly litigation; interview applicants more effectively; act appropriately in situations requiring discipline and termination.

\$125 | May 15
Tue 8:00am - 5:00pm
L Summers / Flint Rm 3632

REAL ESTATE SALESPERSON PRE-LICENSE EDUCATION



Principles of Real Estate

This course is the first of two 30-hour courses required by the state of Kansas to obtain your salesperson license. The state exam fee is not included in the course fee. For course details, please call 913-288-7660.

\$250 | Feb 5 – Mar 8 (10 Sessions)
Mon, Thu 6:00pm - 9:00pm
E Jaskinia / Flint Rm 3623

Kansas Real Estate Practice Course

This is the second of two required 30-hour pre-license courses. Prerequisite: Successful completion of Principles of Real Estate. State exam fee is not included in the course fee. For course details, please call 913-288-7660.

\$250 | Mar 19 – Apr 19 (10 Sessions)
Mon, Thu 6:00pm - 9:00pm
E Jaskinia / Flint Rm 3623

COMING TO KCKCC

**Court Reporting
Training**

**Call for more information
(913) 288-7660**

ONLINE EDUCATION



6-week Online Classes (Ed2go)

pages 23–25

In partnership with Education to Go (Ed2Go), KCKCC offers 6-week online classes in a variety of subject areas. These classes are instructor led and start monthly. New lessons are presented weekly, each Wednesday and Friday. For detailed course information and tuition cost, or to enroll online visit www.ed2go.com/kckcc.



Online Career Certificate Programs (Gatlin/Ed2Go)

pages 26–27

In partnership with Gatlin and Ed2Go, KCKCC offers Online Career Certificate Programs designed to provide training for the workplace and for a variety of certification exams. You will work at your own pace one-on-one with your instructor. Most programs are completed in 6 months or less. Textbooks and course materials are shipped to your home. These are open-start courses, which means you can start as soon as you register and pay for the course. For course information and tuition cost, visit www.ed2go.com/kckcc.



THE CENTER FOR
LEGAL STUDIES

Online Legal Studies Courses (The Center for Legal Studies)

page 28

In partnership with The Center for Legal Studies, KCKCC is offering a variety of online Legal Studies courses. These courses will prepare you to enter the legal field or will enhance your current knowledge and skills. The courses are taught by highly qualified legal professionals. All course materials are included in the course tuition. For further information, call 1-800-522-7737.



Career Step Online Education and Training

page 28

Career Step online certificate programs will prepare you for a career in healthcare, administration, or technology. Over 100,000 students throughout the United States and a number of other countries have enrolled in our online school to get the training they need to move successfully into a new career. Online schools are a great option because you can access online classes 24 hours a day, seven days a week. That flexibility allows Career Step students to complete their chosen program of study in as little as three or four months. Vouchers to take the certification exams are included once you have finished your program.



Professional Certificates and Classes (UGotClass)

page 29

In partnership with UGotClass/LERN, KCKCC offers a variety of Professional Certificates and Classes designed to provide you with 21st century skills and boost your productivity. These courses are taught by experts in the field. All course materials are included in the tuition. For further information, email phowe@kckcc.edu or call 913-288-7189.

ACCOUNTING AND FINANCE

Accounting Fundamentals Series **NEW**
 Crystal Reports
 Intro to Stock Options
 Keys to Successful Money Management
 Microsoft Excel
 Performing Payroll in QuickBooks
 Personal Finance
 QuickBooks Series **NEW**
 QuickBooks for Contractors
 Real Estate Investing
 Stocks, Bonds, and Investing: Oh, My!
 The Analysis and Valuation of Stocks
 Where Does All My Money Go?

BUSINESS AND NONPROFITS

A to Z Grant Writing
 Achieving Success with Difficult People
 Achieving Top Search Engine Positions
 Administrative Ast. Applications
 Administrative Ast. Fundamentals
 Administrative Ast. Suite **NEW**
 Advanced Grant Proposal Writing
 Becoming a Grant Writing Consultant
 Building Teams That Work
 Business and Marketing Writing
 Business Finance for Non-Finance Personnel
 Computer Skills for the Workplace
 Creating a Successful Business Plan
 Designing Effective Websites
 Distribution and Logistics Management
 Effective Business Writing
 Effective Selling

Employment Law Fundamentals
 Entrepreneurship Suite **NEW**
 Fundamentals of Supervision and Management
 Fundamentals of Technical Writing
 Get Grants!
 Google Analytics **NEW**
 Grant Writing Suite **NEW**
 Growing Plants for Fun and Profit **NEW**
 High Speed Project Management
 Individual Excellence
 Interpersonal Communication
 Intro to Business Analysis
 Intro to Interior Design
 Intro to Nonprofit Management
 Jump-Start Your Career **NEW**
 Keys to Effective Communication
 Leadership Suite **NEW**
 Learn to Buy and Sell on eBay
 Managing Customer Service
 Manufacturing Applications
 Manufacturing Fundamentals
 Marketing Your Business on the Internet
 Marketing Your Nonprofit
 Mastering Public Speaking
 Mastery of Business Fundamentals
 Nonprofit Fundraising Essentials
 Nonprofit Suite **NEW**
 PMP® Prep Series **NEW**
 Professional Sales Skills
 Project Management Applications
 Project Management Fundamentals
 Project Management Suite **NEW**
 Purchasing Fundamentals
 Secrets of the Caterer
 Six Sigma: Total Quality Applications
 Small Business Marketing on

a Shoestring
 Soft Skills Suite **NEW**
 Start a Pet Sitting Business
 Start and Operate Your Own Home-Based Business
 Start Your Own Arts and Crafts Business
 Start Your Own Gift Basket Business
 Start Your Own Online Business **NEW**
 Start Your Own Small Business
 Starting a Consulting Practice
 Starting a Nonprofit
 Supply Chain Management Fundamentals
 iTotal Quality Fundamentals
 Understanding the Human Resources Function
 Using Social Media in Business **NEW**
 Wow, What a Great Event!
 Writing Effective Grant Proposals
 Writing Essentials

COLLEGE READINESS

GMAT Preparation
 GRE Prep Series **NEW**
 Introduction to Algebra
 Introduction to Biology
 Introduction to Chemistry
 Introduction to Statistics **NEW**
 Math Refresher
 Medical Math
 Prepare for the GED® Test
 SAT/ACT Prep

COMPUTER APPLICATIONS

Adobe Acrobat X
 Basic Computer Skills Suite **NEW**
 CorelDRAW X5
 Dreamweaver CS6
 Flash CS6
 Illustrator CS6
 InDesign CC

InDesign CS6
 Lightroom CC [NEW](#)
 Photoshop CS5, CS6, CC
 Photoshop for the Digital Photographer - CS5, CS6, CC
 Photoshop Elements for the Digital Photographer
 Microsoft Access Series [NEW](#)
 Microsoft Excel Series [NEW](#)
 Microsoft Office Suite [NEW](#)
 Microsoft Outlook
 Microsoft PowerPoint
 Microsoft Project
 Microsoft Publisher
 Microsoft Word Series [NEW](#)
 Microsoft Word for Mac
 What's New In Microsoft Office
 Windows 7, Windows 8
 Windows 10 [NEW](#)

[DESIGN AND COMPOSITION](#)

Advanced Web Pages
 Camtasia Studio 8 [NEW](#)
 Creating jQuery Mobile Websites With Dreamweaver
 Creating Web Pages
 Creating WordPress Websites
 CSS3 and HTML5
 Deisgning Effective Websites
 Discover Digital Photography
 Final Cut Pro X [NEW](#)
 How to Get Started in Game Development [NEW](#)
 JavaScript
 Mastering Your Digital SLR Camera [NEW](#)
 Photographing Nature with Your Digital Camera
 Photographing People with Your Digital Camera
 Photography Suite [NEW](#)
 Responsive Web Design [NEW](#)
 Secrets of Better Photography
 Travel Photography for the Digital Photographer
 Web Design Value Suite [NEW](#)

[HEALTH CARE AND MEDICAL](#)

Become a Physical Therapy Aide
 Become a Veterinary Assistant
 Become an Optical Assistant
 Certificate in Brain Health
 Certificate in Complementary and Integrative Health
 Certificate in End of Life Care
 Certificate in Energy Medicine
 Certificate in Food, Nutrition, and Health [NEW](#)
 Certificate in Gerontology
 Certificate in Global Healing
 Certificate in Healing Environments for the Body, Mind, and Spirit [NEW](#)
 Certificate in Healthy Aging
 Certificate in Holistic and Integrative Health
 Certificate in Infectious Disease and Infection Control
 Certificate in Integrative Mental Health
 Certificate in Legal and Ethical Issues in Healthcare [NEW](#)
 Certificate in Meditation
 Certificate in Pain Assessment and Management
 Certificate in Perinatal Issues
 Certificate in Spirituality, Health, and Healing
 Certificate in Starting Your Own Business in Health and Healing [NEW](#)
 Certificate in Stress Management [NEW](#)
 Certificate in Violence Prevention and Awareness
 Explore a Career as a Pharmacy Technician
 Explore a Career as an Administrative Medical Assistant
 Explore a Career in Medical Coding
 Explore a Career in Medical Transcription
 Explore a Career in Medical Writing [NEW](#)
 Explore a Career In Nursing

Handling Medical Emergencies
 HIPAA Compliance
 Introduction to Natural Health and Healing
 Legal Nurse Consulting
 Medical Math
 Medical Terminology: A Word Association Approach

[LANGUAGE AND ARTS](#)

Beginning Conversational French
 Conversational Japanese
 Drawing for the Absolute Beginner
 Easy English
 Enhancing Language Development in Childhood
 Instant Italian
 Introduction to Guitar
 Music Made Easy
 Spanish for Law Enforcement
 Spanish in the Classroom
 Speed Spanish
 Spanish for Medical Professionals

[LAW AND LEGAL](#)

Employment Law Fundamentals [NEW](#)
 Explore a Career as a Paralegal
 Introduction to Criminal Law
 LSAT Preparation
 Real Estate Law
 Workers' Compensation Essentials Suite [NEW](#)

[PERSONAL DEVELOPMENT](#)

Assisting Aging Parents
 Digital Scrapbooking [NEW](#)
 Discover Sign Language
 Genealogy Basics
 Get Assertive!
 Get Funny!
 Grammar Refresher
 Happy and Healthy Pregnancy

Keyboarding

Listen to Your Heart, and Success Will Follow

Lose Weight and Keep It Off

Luscious, Low-Fat, Lightning-Quick Meals

Marriage and Relationships: Keys to Success **NEW**

Mastering Public Speaking

Merrill Ream Speed Reading

Resume Writing Workshop

Skills for Making Great Decisions

Start Your Own Edible Garden

Twelve Steps to a Successful Job Search

TEACHING AND EDUCATION

An Introduction to Teaching ESL/EFL

Blogging and Podcasting for Beginners

Common Core Standards for English Language Art K-5

Content Literacy: Grades 6-12

Creating a Classroom Web Site

Creating Classroom Centers

Creating the Inclusive Classroom: Strategies for Success

Differentiated Instruction in the Classroom

Differentiating K-12 Assessments

Educator's Fundamentals Series **NEW**

Empowering Students With Disabilities

Grammar for ESL

Guided Reading and Writing: Strategies for Maximum Student Achievement

Guided Reading: Strategies for the Differentiated Classroom

Homeschool with Success

Integrating Technology in the Classroom **NEW**

Microsoft PowerPoint in the Classroom

Praxis Core Preparation

Practical Ideas for the Adult ESL/EFL Classroom

Ready, Set, Read!

Response to Intervention: Reading Strategies That Work

Singapore Math Strategies: Advanced Model Drawing for Grades 6-9

Singapore Math Strategies: Model Drawing for Grades 1-6

Singapore Math: Number Sense and Computational Strategies

Solving Classroom Discipline Problems

Survival Kit for New Teachers

Teaching Adult Learners

Teaching ESL/EFL Grammar

Teaching ESL/EFL Reading

Teaching ESL/EFL Vocabulary

Teaching High School Students

Teaching Math: Grades 4-6

Teaching Preschool: A Year of Inspiring Lessons

Teaching Science: Grades 4-6

Teaching Smarter With SMART Boards

Teaching Students With ADHD

Teaching Students With Autism: Strategies for Success

Teaching Students With Learning Disabilities

Teaching Writing: Grades 4-6

Teaching Writing: Grades K-3

The Creative Classroom

The Differentiated Instruction and Response to Intervention Connection

Understanding Adolescents

Using the Internet in the Classroom

Writing for ESL

TECHNOLOGY

Ajax Programming

ASP.NET

CompTIA A+ Certification Prep

CompTIA® Network+ Certification Prep

CompTIA® Security+ Certification Prep

Creating Mobile Apps with HTML5

C# Programming Series **NEW**

C++ Programming

Database Development

Java Programming

Java Script **NEW**

LPI Linux Essentials Exam Prep **NEW**

Mac, iPhone, and iPad Programming

Networking

Oracle

PC Security

PC Troubleshooting

PHP and MySQL

Python Programming - 2.5, 3.0

SQL Series **NEW**

Visual Basic

Wireless Networking

XML

WRITING AND PUBLISHING

Advanced Fiction Writing

Beginner's Guide to Getting Published

Beginning Writer's Workshop

How to Make Money From Your Writing **NEW**

Introduction to Internet Writing Markets **NEW**

Introduction to Journaling

Introduction to Screenwriting

Mystery Writing

Publish and Sell Your E-Books

Research Methods for Writers

Romance Writing **NEW**

The Craft of Magazine Writing

The Keys to Effective Editing

Travel Writing **NEW**

Write and Publish Your Nonfiction Book

Write Effective Web Content

Write Fiction Like a Pro
 Write Your Life Story
 Writeriffic: Creativity Training for Writers
 Writing Essentials **NEW**
 Writing for Children
 Writing the Fantasy Novel
 Writing Young Adult Fiction
BUSINESS AND PROFESSIONAL AND NONPROFIT
 Administrative Professional
 Administrative Professional with Microsoft Office Master
 Administrative Professional with Microsoft Office Specialist
 Certified Bookkeeper
 Certified Global Business Professional
 Certified Mediator and Arbitrator
 Certified Mediator and Conflict Resolution Specialist
 Chartered Tax Professional
 Entrepreneurship: Start-Up and Business Owner Management
 Grant Writing
 Human Resources Professional
 Lean Mastery
 Legal Secretary
 Management Training
 Mastering Project Management with Microsoft Project
 Mastering Project Management with PMP Prep
 Non-Profit Management
 OMCA Content Marketing Associate **NEW**
 OMCA Conversion Optimization Associate **NEW**
 OMCA Display Advertising Associate **NEW**
 OMCA Email Marketing Associate **NEW**
 OMCA Mobile Marketing Associate **NEW**
 OMCA PPC Associate **NEW**
 OMCA SEO Associate **NEW**

OMCA Social Media Associate
 OMCA Web Analytics Associate **NEW**
 OMCP Digital Analytics and Conversion Professional **NEW**
 OMCP Email Marketing and Automation Professional **NEW**
 OMCP Search Marketing Professional **NEW**
 OMCP Social and Mobile Marketing Professional **NEW**
 Pay Per Click Marketing
 Payroll Practice and Management
 Professional Bookkeeping with QuickBooks
 Professional Interpreter
 Project Management Essentials with CAPM Prep
 Purchasing and Supply Chain Management
 Records Management Certificate
 Screenwriting for Film and Television
 Search Engine Marketing
 Search Engine Optimization
 Six Sigma Black Belt
 Six Sigma Green Belt
 Start Your Own Business
 Technical Writing
 The Complete Project Manager with CAPM and PMP Prep
 The Complete Project Manager with Microsoft Project

HEALTHCARE AND FITNESS

Administrative Dental Assistant
 CBCS Administrative Medical Specialist with Medical Billing and Coding **NEW**
 CPC Administrative Medical Specialist with Medical Billing and Coding **NEW**
 Administrative Medical Specialist with Certified Electronic Health Records Specialist + Medical Terminology **NEW**
 Advanced Coding for the

Physician's Office
 Advanced Hospital Coding and CCS Prep
 Advanced Personal Fitness Trainer
 Certified Electronic Health Records Specialist **NEW**
 Certified Electronic Health Records Specialist + Medical Terminology **NEW**
 Certified National Pharmaceutical Representative
 Clinical Dental Assistant
 Fitness Business Management
 ICD-10 Medical Coding
 CBCS Medical Billing and Coding **NEW**
 CPC Medical Billing and Coding **NEW**
 Medical Terminology
 Medical Transcription
 Medical Transcription + Medical Terminology
 Nutrition for Optimal Health, Wellness, and Sports
 Optician Certification Training
 Personal Fitness Trainer
 Personal Training and Group Exercise Training for Older Adults
 Pharmacy Technician
 Physical Therapy Aide
 Veterinary Assistant

HOSPITALITY AND SERVICE INDUSTRY

Certified Wedding Planner
 Certified Residential Interior Designer
 Child Development Associate Training
 Child Development Associate Training Renewal
 Event Management and Design
 Food and Customer Service Skills Training **NEW**
 Preston Bailey's Fundamentals of Floral Design
 Preston Bailey's Signature

Online Career Certificate Programs

Wedding and Event Design
Retail Customer Service Skills
Training [NEW](#)
Travel Agent Training

IT AND SOFTWARE DEVELOPMENT

3ds max
Android Application Developer
AutoCAD 2015 Certified User
AutoCAD 2015 + AutoCAD 3D
AutoCAD 3D 2015
Cisco® CCNA® Certification
Training
CompTIA™ A+ Certification
Training: A +, Network +,
Security +
CompTIA™ A+ Certification
Training
CompTIA™ Cloud+
Certification Training [NEW](#)
CompTIA™ Healthcare IT
Technician
CompTIA™ Network +
Certification Training
CompTIA™ Security +
Certification Training
Forensic Computer Examiner
Help Desk Analyst: Tier 1
Support Specialist
Management for IT
Professionals
Microsoft Access Certification
Microsoft Certified Solutions

Associate (MCSA)
Microsoft Certified Solutions
Expert (MCSE): Private Cloud
Microsoft Excel Certification
Training
Microsoft Office Master
Certification Training
Microsoft Office Specialist
(MOS) Certification Training
Microsoft Outlook Certification
Training
Microsoft PowerPoint
Certification Training
Microsoft Project
Microsoft SharePoint
Certification Training
Microsoft Web Developer
Microsoft Word Certification
Training
Mobile and Desktop Web
Developer
Mobile Web Developer
Systems Security Certified
Practitioner (SSCP) [NEW](#)
Web Applications Developer
Webmaster

MEDIA AND DESIGN

Digital Arts Certificate
Graphic Design Photoshop
Marketing Design Certificate
Multimedia Arts Certificate
Video Game Design and

Development
Web Design Professional

SKILLED TRADES AND INDUSTRIAL

Biofuel Production Operations
Carpentry
Certified Protection Officer
Chemical Plant Operations
Freight Broker/Agent Training
HVACR Technician
Natural Gas Plant Operations
Oil Refinery Operations
Performing Comprehensive
Building Assessments
Power Plant Operations

SUSTAINABLE ENERGY AND GOING GREEN

Building Analyst Quick Start
Certified Green Supply Chain
Professional
Certified Indoor Air Quality
Manager
Certified Indoor
Environmentalist
Principles of Green Buildings
Senior Certified Sustainability
Professional
Solar Power Professional
Wind Energy Professional

**Learn
Grow
Live**



**KCKCC's partnership with Online Educators allows you to get the
Education you need on a [Schedule](#) that fits into your [Life](#).**

KCKCC is now offering legal studies courses in partnership with The Center for Legal Studies (CLS). CLS offers these courses nationwide through colleges and universities and has graduated more Legal Support Professionals than any other legal education training facility in the United States.

The demand for trained legal professionals has never been higher. Major corporations, healthcare facilities, insurance companies, government agencies, and law offices have all employed graduates of CLS courses. Join us for these outstanding legal education courses taught by highly qualified instructors.



THE CENTER FOR
LEGAL STUDIES

ONLINE LEGAL STUDIES COURSES:

Employment Law Certificate Course – SHRM APPROVED **NEW**

Legal Nurse Consultant Training Course

Legal Secretary Certificate Course

Software Essentials for the Law Office

Advanced Legal Research and Writing Certificate Course

Personal Injury for Paralegals

Mediation Certificate Course **NEW**

Advanced Paralegal Certificate Course

Legal Investigation Certificate Course **NEW**

Victim Advocacy Certificate Course **NEW**

ONLINE TEST PREP COURSES:

SAT/ACT Preparation Course

Preparing for the LSAT

Preparing for the GMAT

Preparing for the GRE

Preparing for the SAT

FOR INFORMATION ABOUT THESE COURSES:

Call 1-800-522-7737



Online education and training solutions

Career Step Programs:

Professional Medical Coding Billing

Medical Transcription Editor

Medical Assistant with Clinical Externship

Medical Administrative Assistant

Medical Office Manager

Healthcare IT

Medical Billing

Veterinary Assistant

Veterinary Office Manager

TO REGISTER:

Online: Go to www.kckcc.edu, Click on Programs
Click on Continuing Education, Under Online Classes,
Choose Career Step

Phone: Call 913-288-7660

Questions? Call 913-288-7189

BUSINESS

CERTIFICATES:

3D Printing for Educators
\$345

Certificate in Accounting and
Finance for Non-Financial
Managers \$495

Certificate in Data Analysis
\$495

Certificate in Office Operations
\$495

Certificate in Sales \$495

Entrepreneurial Finance
Certificate \$495

Entrepreneurship Certificate
\$495

Product Prototyping on a
Budget Certificate \$395

Productivity & Time
Management Certificate \$595

CLASSES:

Introduction to 3D Printing
\$195

3D Printed Science and Math:
Visualizations and Experiments
\$195

Accounting and Finance for
Non-Financial Managers \$195

Cash is King \$195

Financial Analysis and
Planning for Non-Financial
Managers \$195

Introduction to Data Analysis
\$195

Intermediate Data Analysis
\$195

Advanced Data Analysis \$195

Office Operations \$195

Cyber Security for Managers
\$195

Embracing Sustainability in the
Workplace \$195

Strategic Selling with Social
Media \$195

Getting Started in Sales \$195

Power Selling \$195

Entrepreneur Boot Camp
\$195

The Business Plan \$195

Entrepreneurial Marketing
\$195

Identity Theft \$195

Law for Non-Lawyers \$195

Legal Office Administration
\$245

Retire Rich: Smart
Retirement Steps for 20 and
30-somethings \$195

The Basics of Bookkeeping
\$195

BUSINESS COMMUNICATION

CERTIFICATES:

Certificate in Basic Game
Design \$395

Certificate in Business Writing
\$495

Certificate in Customer Service
\$245

Certificate in Presentation
Media \$495

Certificate in Workplace
Communication \$595

CLASSES:

Introduction to Game Design
\$245

Intermediate Video Game
Design \$245

Business Writing \$195

Effective Copywriting \$195

Writing News and Press
Releases \$195

Keys to Customer Service
\$145

Extraordinary Customer
Service \$145

Infographics \$195

Photoshop for Presentations
\$195

Graphic Design for Visual
Presentations \$195

HEALTH

Spanish for Medical
Professionals \$290

HUMAN RESOURCES

CERTIFICATE:

Business Coaching Certificate
\$395

CLASSES:

Applying Lean Sigma Practices
to HR Functions \$245

Change Management Skills f
\$245

Onboarding New Employees
\$195

Your Workplace, Your
Employees & The Law \$195

LEADERSHIP

CERTIFICATES:

Certificate in Leadership
Development (for Gen Y)
\$395

Certificate in Leadership for
the 21st Century \$495

Executive Leadership in the
21st Century \$245

How to Avoid Fatal Leadership
Errors \$245

LEED GREEN WORKPLACE

LEED v4 Green Associate
Exam Prep and Study Group
\$695

MANAGEMENT

CERTIFICATES:

Certificate in Non Profit
Administration \$595

Certificate in Project
Management \$495

Management Certificate \$595

Six Sigma Green Belt
Certificate \$495

Workplace Conflict Solutions
Certificate \$495

CLASSES:

Revenue Generation for Non-
Profits \$495

Program Evaluation for
Nonprofit Professionals \$245

Introduction to Project
Management \$195

Project Mgmt Process \$195

Project Mgmt Knowledge
Areas \$195

Change in the Workplace
\$195

Dealing with Difficult People in
the Workplace \$245

Collaborative Management
\$245 NEW

Lean Six Sigma \$245

Management Boot Camp
\$295

Managing Generations in the
Workplace \$175

Intro to Six Sigma Green Belt
\$195

Intermediate Six Sigma Green
Belt \$195

Advanced Six Sigma Green
Belt \$195

Stress Management \$145

NEW MEDIA MARKETING

CERTIFICATES:

Certificate in Google Tools
\$495

Digital Marketing Certificate
\$495

Inbound Marketing Certificate
\$495

Mobile Marketing Certificate
\$595

Video Mktg Certificate \$395

CLASSES:

Improving Email Promotions
\$195

Boosting Your Website Traffic
\$195 NEW

Online Advertising \$195

Google Analytics \$195

Google Apps for Business
\$195

Google+ \$195

Intro to Inbound Marketing
\$195 NEW

Content Marketing \$195

Advanced Inbound Marketing
\$195

Intro to Mobile Mktg \$195

Creating Cell Phone Apps for
Your Business \$245

Advanced Mobile Mktg \$245

Podcasting \$245

Video Marketing \$245

YouTube for Business \$245

PERSONAL DEVELOPMENT

For Parents of Boys \$95

Introduction to Fiction Writing
\$195

The Big Change: 1900-1920
\$195

PROFESSIONAL DEVELOPMENT

Presentation Skills Certificate
\$495

Powerful Presentations &
Effective Speaking Techniques
\$195

Effective Electronic
Presentations \$195

SOCIAL MEDIA FOR BUSINESS

CERTIFICATES:

Managing Social Media
Platforms Certificate \$495

Social Media for Business
Certificate \$495

Certificate in Mastering Excel
\$495

CLASSES:

Instagram for Business \$195

Facebook for Business \$245

LinkedIn for Business \$195

Twitter \$195

Intro to Social Media \$195

Marketing Using Social Media
\$195 NEW

Integrating Social Media in
Your Organization \$195

TRAINING AND EDUCATION

CERTIFICATES:

Certificate in Designing
Webinars \$345

Certificate in Online Teaching
\$795

Certificate in Teaching Adults
\$295

CLASSES:

Advanced Teaching Online
\$195

The Flipped Classroom \$195

Designing Successful
Webinars \$195

Managing and Marketing
Webinars \$195

Designing Online Instruction
\$195

Fostering Online Discussion
\$195

TRAINING FOR K12 TEACHERS

CERTIFICATES:

Certificate in Learning Styles
\$395

CLASSES:

Gender in the Classroom
\$145

Generational Learning Styles
\$145

Online Learning and Teaching
for K12 Teachers \$145

Social Media and Online Tools
for K12 Teachers \$145

Students with ASD (Autism
Spectrum Disorder) \$145

Substitute Teacher Prep \$145

Using Cell Phones in the
Classroom \$145

CAMPUS MAP



Main Campus Map

Academics

- | | |
|-----------------------------------|-----------------------------|
| A1 Humanities Bldg | A7 Nursing Bldg |
| A2 Social Science & Behavior Bldg | A8 Flint Bldg |
| A3 Jewell Center | A9 Community Education Bldg |
| A4 Science Bldg | A10 Allied Health |
| A5 Mathematics Bldg | A11 Library |
| A6 Performance Art Theatre | |

Other

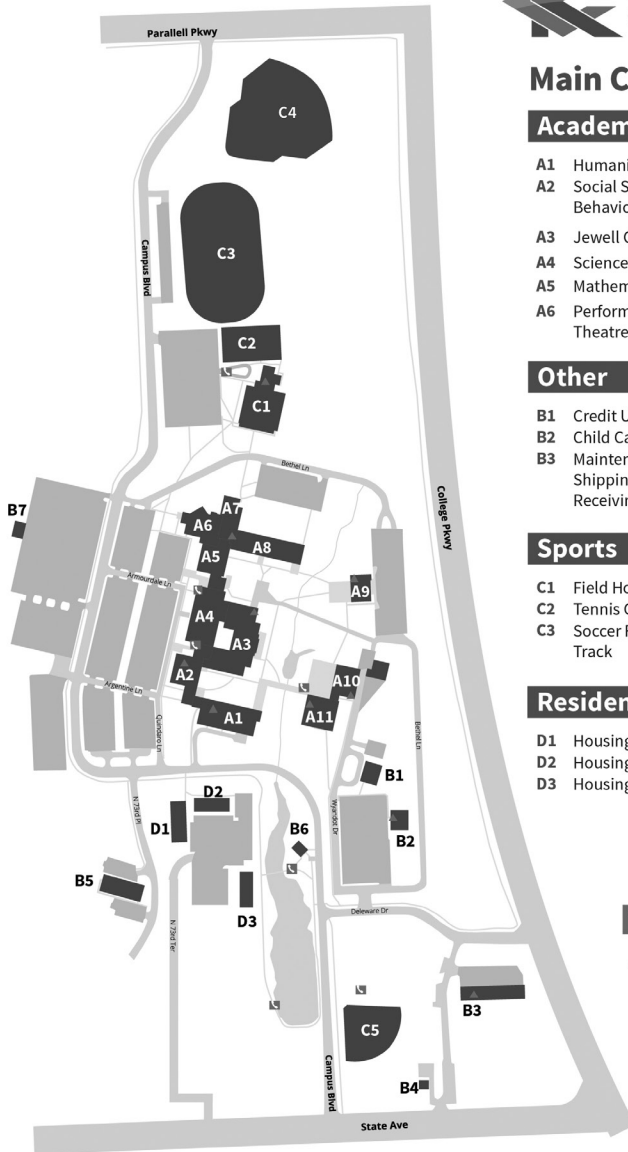
- | | |
|-------------------------------------|------------------------|
| B1 Credit Union | B4 Lustron House |
| B2 Child Care | B5 KCK Police Academy |
| B3 Maintenance & Shipping/Receiving | B6 Conference Center |
| | B7 Motorcycle Facility |

Sports

- | | |
|-------------------------|-------------------|
| C1 Field House | C4 Baseball Field |
| C2 Tennis Courts | C5 Softball Field |
| C3 Soccer Field / Track | |

Residents

- | |
|-------------------|
| D1 Housing Bldg 1 |
| D2 Housing Bldg 2 |
| D3 Housing Bldg 3 |



Emergency Phones

Automatic Emergency Defibrillators

7250 State Avenue, Kansas City, KS 66112

LEAVENWORTH

The Leavenworth Pioneer Career Center is located approximately 25 miles from KCKCC Main Campus in Leavenworth, Kansas.

1901 Spruce Street
 Telephone: (913) 288-7750
 Fax/TDD: (913) 682-1024
 e-mail: pion@kckcc.edu

DR. THOMAS R. BURKE TECHNICAL EDUCATION CENTER

The TEC Center is located about six blocks east of KCKCC Main Campus on the south side of State Avenue.

6565 State Avenue.
 Telephone: (913) 288-7800
 Fax: (913) 288-7815

INFORMATION

HOW TO REGISTER

There are four easy ways to register for Continuing Education classes. Early registration is encouraged because classes fill quickly. If a class is filled, you may request that your name be placed on a waiting list. If a class does not have sufficient enrollment, it may be cancelled and your fee will be refunded. Visa, MasterCard and Discover are accepted.

Online

You may register online at www.kckcc.edu. Click on Programs then click on Continuing Education Schedule.

By Mail

Send your completed registration form and payment to KCKCC. You will receive a letter of confirmation, and you will be notified if the class is cancelled.

By Phone

Telephone registration is for those charging their fees to a credit card. Visa, MasterCard, or Discover are accepted. Please call 913-288-7660.

In Person

You may register in person at the Community Education Building (CEB), Monday through Thursday from 7:30 am to 8:30 pm. Call 913-288-7660 for further information. We accept payment by personal check, credit card, or money order.

Age Requirements

Continuing and Community Education classes are adult classes. All participants must be at least 17 years of age unless otherwise indicated.

NON DISCRIMINATION STATEMENT

Kansas City Kansas Community College is committed to promoting and sustaining a campus community, which identifies and values the individuality of every community member and is dedicated to maintaining a positive environment where diversity is encouraged and fostered throughout the college. KCKCC strongly believes that diversity generates a positive image, awareness, and community strength that encourages active involvement and helps enhance organizational effectiveness and culture. KCKCC prohibits discrimination based on race, religion, color, sex (including pregnancy, gender identity, and sexual orientation), parental status, national origin, age, disability, family medical history or genetic information, political affiliation, military service, or other non-merit based factors. All college actions and policies comply with all state, federal and local laws and regulations. Any questions or inquiries concerning this non-discrimination policy statement shall be referred to the Chief Human Resources Officer.

Refund Policy

If you have registered for a course and need to cancel, a written request for a refund will be honored up to 3 business days before the class begins. No refunds will be made after a class begins. A credit voucher will be issued unless KCKCC Continuing Education is notified within 48 hours of cancellation.

Refund Policy for: Phlebotomy Technician, Pharmacy Technician, Medical Billing & Coding

A written request for a refund will be honored up to seven (7) full business days prior to the class start date. Absolutely no refunds or partial refunds will be given after that date for any reason.

Refund Policy for: Driver's Education

A written request for a refund will be honored up to five (5) full business days prior to the class start date. No refunds will be made after a class begins.

Refund Policy for: Basic Rider Course

A written request for a refund minus a \$10 non-refundable processing fee will be honored up to five (5) full business days prior to the class start date. If you request to transfer to a later course date less than 5 full business days prior to the original course start date, no refunds will be issued for future cancellations.

For further information, please call 913-288-7660.

Class Cancellation

KCKCC reserves the right to cancel any class. If a class is cancelled, students will be notified prior to the first class meeting and receive a full refund or the registration may be transferred to another class.



USE THE FORM BELOW
TO REGISTER FOR YOUR VIP
MEMBERSHIP OR ANY CONTINUING
EDUCATION CLASS

Please Print

Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Date of Birth:** _____

Email Address: _____

VIP MEMBERSHIP

Tier 1 - \$10 New Former Prime Time Member

CONTINUING EDUCATION REGISTRATION

Name of Class:	Course Date:	Cost:
_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL AMOUNT ENCLOSED: _____

Make check payable to KCKCC

Mail Registration to:
Continuing Education
Kansas City Kansas Community College
7250 State Avenue Kansas City, KS 66112

**For additional information or to register by phone,
call 913-288-7660.**

**Registration may also be done at our website:
www.kckcc.edu/programs/continuing-education
Mastercard, Visa, or Discover required for phone
or web registration.**



Professional Development At Your Fingertips:

From online courses to career certificate programs, Kansas City Kansas Community College has the professional development opportunities to help take your career to the next level.

We've partnered with the best online resources to bring you professional courses and certificates to increase your skill set and productivity when you need it.



In partnership with ed2go and Gatlin for both online courses & professional certificate programs. Visit www.ed2go.com/kckcc for details & registration.



In partnership with The Center for Legal Studies, KCKCC offers a variety of online Legal Studies courses. For further information, call 1-800-522-7737.



In partnership with UGotClass/LERN, KCKCC offers a variety of Professional Certificates & classes to provide you with 21st century skills. For details, email bpatrick@kckcc.edu or call 913-288-7362.



In partnership with Promise Opens Doors/TESOL, KCKCC offers an opportunity to earn TESOL Certificates and teach English as a Second Language. For details, visit: www.promiseopensdoorstesol.org.



**Kansas City Kansas
Community College**

**ADULT & CONTINUING EDUCATION
7250 STATE AVE. KANSAS CITY, KS 66112**

NON-PROFIT
US POSTAGE PAID
KANSAS CITY
KANSAS
COMMUNITY
COLLEGE

**IMPORTANT DATED MATERIAL
Please Do Not Delay**

