

Galveston  
College

Continuing Education  
**SPRING SCHEDULE**

**2018**



*Unlock Your*

*Potential!*



**Look Inside**

for Tuition-Free  
Opportunities

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[www.facebook.com/Galveston-College](http://www.facebook.com/Galveston-College)



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## Pay with a Debit/Credit Card and Register For Classes Online!

[www.gc.edu/CEregister](http://www.gc.edu/CEregister)

We have recently changed our online registration process to make it easier for you to register and pay for classes online.

Some courses are eligible for payment plans.

## Schedule for Spring Payment Plans

Enroll Period	Draft Dates
10/1 - 12/23	1/5 & 2/5
12/24 - 1/25	2/5
1/26 - 2/25	3/5 & 4/5

*Payment plan enrollment requires a 50% deposit.  
Additional Payments are auto drafted.*

### HOW TO READ THE COURSE SCHEDULE

#### ROOM SYMBOLS & BUILDING:

*These symbols are used in the class schedules each semester.  
An explanation is as follows:*

- M-222 means Moody Hall, Room 222
- N-240 means Mary Moody Northern Center, Room 240
- R-300 means Regents Hall, Room 300
- FA-207 means Fine Arts Building, Room 207
- H-100 means Hermes Fitness Center, Room 100
- AT means Charlie Thomas Family Applied Technology Center

*Class room assignments are subject to change.*

#### SCHEDULE CODES

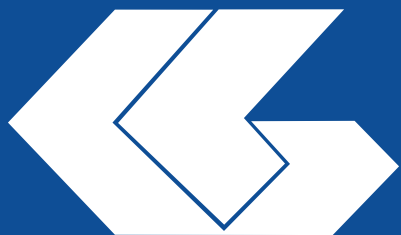
M	T	W	R	F
Monday	Tuesday	Wednesday	Thursday	Friday



**Electrical & HVAC Helpers Needed**

**Take the first step  
to a high-paying  
trade!**

**Free Tuition  
is Available!**  
Classes start January 9<sup>th</sup>



**Galveston  
College**

**A Lifetime of Opportunity in Just 8 Weeks**

Thanks to a grant from the Texas Workforce Commission, Galveston College is offering a new **Quickstart** program designed to help people find entry-level jobs as helpers in the fast-growing electrical and HVAC industries. Classes run for 8 weeks, and you will be presented with basics of a trade including its safety procedures, tools usage, regulations, codes and more. This program is designed for people who need to learn the basics of a trade and start making money right away.

**For information visit**

**[www.gc.edu/quickstart](http://www.gc.edu/quickstart)**

**or contact Mary Powers at 409-944-1287**

Se habla español



# Certified Nurse Aid | EKG



**Average Hourly Wage**  
\$14.60 - \$25.00 (helper+)



**Time to completion**  
16 weeks



**Market Growth**  
+29%



**Cost** Varies



**Contact**  
CE@GC.edu  
409-944-1344



## Certified Nurse Aide (10 Weeks) \$899

NURA 1001.1969 | 60 Hours | 1/30-4/12 | T, R | 5:30pm-8:30pm | R-259 | Instructor: O'Neal

NURA 2005.4810 | 40 Hours | Clinical (Student must enroll in both courses)

Become a Certified Nurse Aide (CNA) in a long-term care facility. Explore the key components set by Texas Department of Aging and Disability Services. Course topics may include residents' rights, communication, safety observation, reporting, and basic comfort and care. Emphasis is placed upon effective interaction with the health care teams. CPR Training is provided as part of the course but may be outside of stated class time. Students must enroll concurrently in both NURA 1001 (classroom 60 hrs) and NURA 2005 (clinical 40 hrs) to complete the program and be eligible for examination. Clinical hours are scheduled at various times by the instructor, and may include day, evening, and/or weekend times. Please visit our website or page 4, to see the **healthcare program requirements that must be met prior to clinical**. Students must wear burgundy scrubs and white shoes to clinical. The student is responsible for transportation to and from the clinical sites. Textbook is included with tuition. Scrubs are available for purchase along with stethoscope and watch with a second hand in the bookstore. Students are responsible for scheduling certification testing and paying testing fees online, this is separate from tuition. This program is eligible for a payment plan.

## Certified EKG Technician (CET) (10 Weeks) \$899

ECRD 1011.1967 | 64 Hours | 1/29-4/11 | M, W | 5:30pm-9:30pm | N-253 | Instructor: Ware

Study the heart's anatomy, function, how it produces electricity, and how one records this electricity with the EKG and telemetry monitor. Course also covers the EKG changes of commonly seen diseases, especially coronary artery disease and the important heart rhythm disturbances. This course prepares students to take the NHA certification exam to be EKG and/or telemetry monitor technicians and introduces them to skills necessary for employment in exercise laboratories. Textbook and study guide are included in the tuition. **Students must have a valid BLS-CPR card prior to enrolling in the course.** The course includes one attempt at the certification exam. This exam will be scheduled by the instructor and is non-refundable and non-transferable. This program is eligible for a payment plan.



## *Peggy O'Neal, Nurse Aide Instructor*

Peggy O'Neal has been a Licensed Vocational Nurse since 1978. She attended school at Galveston County Memorial Hospital's LVN program. She has extensive experience in Long Term Care nursing; working both in LTC facility and also as a Nurse Consultant traveling to numerous LTC facilities in Texas. As a consultant she educated staff (with particular emphasis on nurse aides), in the proper care of the Nursing Home Resident as well as proper and accurate charting and documentation. In addition to Long Term Care Facilities, Ms. O'Neal has also worked in two major hospitals and several doctor's offices. We are delighted to have Ms. O'Neal on our teaching team.

# Health Unit Coordinator

## Health Unit Coordinator (16 Weeks) \$899

HVWC 1003.1909 | 80 Hours | 1/22-5/9 | M,W | 5:30pm-8:00pm

R-251 | Instructor: TBA

Learn to perform the tasks and responsibilities of a health unit coordinator in support of medical staff, nursing personnel, hospital departments, as well as to assist patients and visitors. The program includes interactive lectures, labs and exercises designed to review medical terminology, methods of effective communication and progressive management techniques. Students will perform multiple exercises in the complexities of transcribing physician's orders, patient chart documentation, HIPAA regulations, dietary orders, vital signs documentation, and ordering of diagnostic and therapeutic testing.

(Textbooks and study guide must be purchased separately)



## *What are Stackable Credentials?*

Our relationship with the National Healthcare Association, allows us to offer a series of credentials that stack into a Patient Care Tech Certification. Students who complete our Nurse Aide, Phlebotomy and EKG program are eligible to enroll in our Patient Care Tech Certification Course. This course is offered on an individual basis, or in the late spring/summer terms.

## HEALTHCARE PROGRAM REQUIREMENTS:

The State of Texas requires that all students in direct patient contact have obtained the immunizations below. In addition, we must abide by any requirements put forth by our clinical facilities. It is the student's responsibility to obtain all immunizations in the proper time frame; students will not be allowed to enroll or begin clinicals unless all requirements are satisfied.

**Hep B:** a series of 3 immunizations and documentation of a positive titer 4-6 weeks after the 3rd immunization (it takes a minimum of 4 months to complete the series of three immunizations). If you need to fast track you can request a TWINRIX combo vaccine.

**Influenza (flu):** proof of one dose within the last year.

**Measles, Mumps & Rubella (MMR):** If you were born in or after 1957 you must have documentation of 2 doses or a titer result to show immunity.

**Tetanus (Tdap):** Those in an active clinical setting should show one dose within 2 years, those with no direct patient contact must have within the last 10 years.

**Varicella (Chickenpox):** You must have 2 immunizations, a report of positive titer, or report of illness date.

**Tuberculosis (TB) skin Test (PPD):** Proof of a negative reading within 12 months of the end date of clinical, or proof of a titer positive for antibodies. Chest Xray is required only if there is a history of positive PPD test. Xray must be after the date of positive PPD.

### Additional Requirements:

A High School Diploma or GED, current physical and a criminal background check. All students must provide a satisfactory criminal history, which can be obtained through the Texas Dept. of Public Safety website. ([www.txdps.state.tx.us](http://www.txdps.state.tx.us)). The following may disqualify a person from these programs: felony convictions; misdemeanor convictions involving crimes against persons; felony deferred adjudications for the sale, possession, distribution or transfer of narcotics or controlled substances; and registered sex offenders. All students must provide a current BLS CPR card, with the exception of Nurse Aide.

*Applications for healthcare programs must be submitted 2 Weeks Prior to Class Starting*

# CPR Classes



## CPR Certification

Galveston College provides CPR Training for individuals, companies, groups and organizations with flexible scheduling. We will train your employees in CPR to help them obtain a certification. Students are trained by our American Heart Association (AHA) instructors to help infants as well as adults in an emergency situation. Classes run for 4.5 hours and a textbook is included. Students who successfully complete the training receive a CPR course completion card recognized by the American Heart Association.

Our CPR Training courses are designed to prepare you for real-life situations. Other courses available for training are:

- Heartsaver First Aid
- Heartsaver Pediatric First Aid CPR AED
- Heartsaver First Aid CPR AED
- Basic Life Support (BLS)



## BLS-CPR CLASSES

Course	Hours	Date	Day	Time	Room	Instructor	Cost
GCME 7000.1989	4.5	1/9	Tuesday	5:00pm-9:30pm	N-227	TBA	\$66
GCME 7000.1990	4.5	1/16	Tuesday	5:30pm-10:00pm	N-227	TBA	\$66
GCME 7000.1991	4.5	1/31	Wednesday	5:00pm-9:30pm	N-227	TBA	\$66
GCME 7000.1992	4.5	2/5	Monday	5:30pm-10:00pm	N-227	TBA	\$66
GCME 7000.1993	4.5	2/14	Wednesday	5:00pm-9:30pm	N-227	TBA	\$66
GCME 7000.1994	4.5	3/6	Tuesday	5:30pm-10:00pm	N-227	TBA	\$66
GCME 7000.1995	4.5	3/22	Thursday	5:00pm-9:30pm	N-227	TBA	\$66
GCME 7000.1996	4.5	4/9	Monday	5:30pm-10:00pm	N-227	TBA	\$66
GCME 7000.1997	4.5	4/24	Tuesday	5:00pm-9:30pm	N-227	TBA	\$66
GCME 7000.1998	4.5	5/9	Wednesday	5:30pm-10:00pm	N-227	TBA	\$66



# Computer Technology

## Computer/Desktop Support Technician (OSA Certificate)

Technology jobs are in high demand! In as little as one semester you can prepare to work as a Desktop Support Technician and begin your pathway to a career in the tech field.

*Student's Must Register for All Three Classes Listed Below.*

### IT Essential (70 Hours) | ITSC 1025.1901 | \$299

This course explores the PC system from software, hardware, and operating system points of view. CompTIA A+ topics are covered and include system boards, processors, memory, power supplies, input/output (I/O) ports, internal adapters, printers, and basic networking devices. Software topics include client/server operating systems and installation, as well as licensing software application. CompTIA A+ testing vouchers must be purchased separately. If you are interested in taking this course separately, please contact in the CE office.

### Introduction to Networking (64 Hours) | ITNW 1025.1901 | \$299

Designed as a class for students looking to pass the Microsoft Technology Associate (MTA) Networking Fundamentals exam. Discussed are the fundamentals of computer networking including the Open Systems Interconnection (OSI) model, network architecture such as local area networks (LANs) and wide area networks (WANs) are addressed. Other topics of discussion include: Network topologies, Network protocols and services, Routers and switches, Wireless and access points, Virtual Private Networks (VPN), Security, & IP Addressing and Subnetting.

### Help Desk Customer Service (15 Hours) | ITSC 1044.1901 | \$129

This course integrates the knowledge students attain from the A+ and Introduction to Networking courses with fundamental customer support concepts for the operation of a help desk or call center. Topics include: effective communication, customer service principles, troubleshooting, and problem resolution techniques.



**Average Hourly Wage**  
\$ 27.58



**Time to completion**  
16 weeks



**Market Growth**  
+% 21%



**Cost** \$729



**Contact**  
CE@GC.edu  
409-944-1344

## Computer Support Technician

ITSC 1025.1901  
ITNW 1025.1901  
ITSC 1044.1901  
(students must register for all 3 courses)

T, R \$727  
1/16- 5/10  
Rm: R 376  
5:00pm- 8:30 pm  
Instructor: Williams



**Microsoft**  
Technology Associate

# CCNA Pathway

Eligible for certification: Cisco CCENT or CCNA - courses available online, in-person/hybrid

## The CCNA Routing and Switching Pathway

Approximately 256 hrs (\$899 per course)

Courses available online, in-person/hybrid

The CCNA Routing and Switching curriculum is a gateway to entry-level networking jobs and IT careers. The curriculum consists of four, 70 to 128 hour courses: Introduction to Networks, Routing and Switching Essentials, Scaling Networks, and Connecting Networks. Upon successful completion of the first two courses the student may move to the CCNA security pathway.

- Develop a working knowledge of routing, switching, network applications, protocols, and services.
- Study with an instructor in the classroom and access expert content online anytime.
- Practice what you learn on real equipment and using the Cisco Packet Tracer simulation tool.
- Get immediate feedback on your work through built-in quizzes and tests.
- Prepare for the workplace with collaborative projects and presentations.
- Get connected to the global Cisco Networking Academy community.

## Career Pathways

Cisco CCNA Routing and Switching curriculum builds the skills you need to succeed in jobs related to networking computers and devices. Upon successful completion of Course 1 & 2 students are encouraged to sit for the CCENT Exam or transition to the CCNA security pathway. After successful completion of courses 3 & 4 students are encouraged to sit for the CCNA exam.

## About Our Courses

Cisco Networking Academy partners with educational providers to deliver on-site, instructor-led learning experiences. Cisco Networking Academy is an IT skills and career building development program for learning institutions and individuals worldwide. CISCO has prepared more than 5.5 million people to join the IT CISCO since 1997. Enrollment in our classes provides you with access to our trainer, use of our lab during open lab times, and instructor guidance and support when you need it.

If you are looking to get ahead in your career, start preparing to earn your CISCO certifications with us.



Orientations to on-line learning courses are offered once a month with new classes starting at the beginning of each month. You may take up to six months to complete your online course. Online classes are designed for student who wish to study independently without the aid of instructor support.

### Cisco 1: Introduction to Networking (64 Hours) \$899

ITCC 1001.1103 | 1/17-5/9 | M, W | 5:30pm-7:30pm | R-376 | Williams

This first course covers routing and switching curriculum and teaches students about the architecture, structure, functions and components of the internet and computer networks.

### Cisco 2: Routing and Switching Essentials (64 Hours) \$899

ITCC 1004.1102 | 1/17-5/9 | M, W | 5:30pm-7:30pm | R-376 | Williams

This second course describes the architecture, components, operations and configuration of routers and switches in small to medium networks.

### Cisco 4: Accessing the WAN (64 Hours) \$899

ITCC 2010.1100 | 1/17-5/9 | M, W | 2:15pm-4:15pm | R-376 | Williams

This fourth course in the curriculum describes the architecture, and operations of routers and switches in large, complex networks. Students learn how to configure and troubleshoot routing and switching technologies and protocols.





## Prepare for your Certified Microsoft Office Specialist Exam!

Our expert trainers will help guide you through the necessary information to better prepare you to get your MOS certification. Study materials, are included in the cost of the tuition, and students will have the option to purchase Exam Vouchers from the Instructor at the end of the course, to test for their MOS Certification in Each Microsoft Office Specialist course is graded on a pass/fail basis. After the completion of each Microsoft Office Specialist course you choose to pursue, you will be awarded a certificate of completion from Galveston College. After completing a course, we encourage interested students to sit for the respective Microsoft Office Specialist (MOS) examination to enhance their employability. Discounted exam vouchers are available in the CE offices.

### Microsoft Word 2013 Application | (32 Hours) | \$299

The Microsoft Word Application course provides students with an opportunity to gain technical skills in using features of the Word application. Topics include document formatting, editing basics, and various ways to customize a Word document.

### Microsoft Excel 2013 Application | (32 Hours) | \$299

The Microsoft Excel Application course provides students with an opportunity to gain professional skills in developing spreadsheets, using worksheet formatting, working with basic formulas and functions, and creating various reporting documents from Excel data.

### Adobe: Introduction to Photoshop CS | (32 Hours) | \$299

Discover the methods used to retouch images, remove unwanted objects, to correct exposure, color balance, straighten and crop photos, apply color effects, produce black and white, panoramic and HDR images with ease. Students should have a copy of Adobe Photoshop CS installed on their own PC.

### Introduction to Computers | (15 Hours) | \$129 \*

Do you need to learn the basics of using a computer? This class is designed to help the novice computer user explore how to navigate the windows platform, and learn how to safely download files, sent up an email account and how to recognize harmful emails, organize their files for ease of use, adjust your personal settings, and connect to printers.

Earn your Adobe Certified Associate credential.



### MS Word 2013

ITSW 2058.1901

2/6-4/5 TR

Rm: N-235

5:30pm-7:30pm

### MS Excel 2013

ITSW 2057.1901

2/6-4/5 TR

Rm: N-235

7:45pm-9:45pm

### Adobe Photoshop

ITSW 1003.1910

2/5-4/4 MW

Rm: N-235

5:30pm-7:30 pm

### Intro to Computers \*

ITSC 1006.1901

2/5-3/7 MW

Rm: N-235

7:00pm-8:30pm

\* eligible for senior discount

## Microsoft

Office Specialist

Authorized Testing Center

## Solutions For Businesses And Organizations

We offer a wide range of services from basic training for front line staff to strategic planning for senior executives.

### Leadership

- Strategic Decisions & Planning
  - Succession Planning
  - Team Building
- Bridge the Communication Gap
  - Conflict Resolution

### Supervision

- Prepare Leaders to Meet the Challenge of a Changing Workplace
- Workplace Critical Thinking/ Problem Solving
- Performance Management

### Employee Development

- Hospitality Service Training
- Diversity in the Workplace
- Effective Communication Strategies
  - Project Management
  - Employee Accountability

### Quality And Continuous Improvement

- Improve Quality, Cost & Service with Lean Manufacturing
- Six Sigma Quality Improvement
- (TCEQ) Water & Wastewater Utility Certification
- Improving Customer Service



### Health And Safety

- CPR/First Aid Training
  - NCCER Training
- Provide OSHA 10/30
  - Risks Assessment

### Craft Trades

- Hands-on Welding Methods in MIG, TIG, & Pipe
  - Blueprint Reading
- MSSC Certified-Logistics Technician
  - Drafting/AutoCAD

### Language Skills

- Workplace English as a Second Language (ESL)
- Foreign Language Training (Healthcare, First Responders, Customer Service, Industry Specific)
- Business and Technical Writing
  - Spanish by Occupation

### Technology

- Certified Microsoft Office Specialist
  - IT Essentials
- Cisco® Networking
  - Adobe® Suite
  - CompTIA A+
- Intro to Cyber Security
- Desktop Support Training



# Pipefitting & Automotive Specialty



-  **Average Hourly Wage**  
\$14.60-\$25 (+ Helper)
-  **Time to completion**  
16 Weeks
-  **Market Growth**  
+29%
-  **Cost** Approx \$2500
-  **Contact**  
CE@GC.edu  
409-944-1344

## Pipefitting Fast Track (368 Hours)

This intensive 16-week program is designed to familiarize students with the skills needed to go to work in the industry as a pipefitter and begin the NCCER certification process in pipefitting. This course presents material for the NCCER Core, level 1, level 2 and parts level 3, & 4. Topics include the use and care of pipefitting hand and power tools and various motorized equipment. Explore how to apply mathematical calculations, fabricate, socket and butt weld pipes, screw pipes, install pipe hangers and supports. Tuition does not include books, PPE, or personal tools. Students may choose to purchase those separately. A classroom set of books and tools will be available for use. You must enroll in all four courses concurrently. This program is eligible for a payment plan. Additional funds may be available from TWC.

## NCCER Pipefitting Core and Level 1 \$299

**PFPPB 1008.2911 / PFPPB 1050.2905 | 128 Hours | 1/8-5/3 | M-R | 7:00pm-9:00pm**

This evening class concentrates on all modules of the NCCER Core and Level 1 curriculum. Topics include Safety, Pipefitting, Fabrications, Flanges and fasteners used in the trade. Textbooks, tools, and PPE must be purchased separately. Textbooks, tools and PPE must be purchased separately. Tuition assistance may be available through CMEF.

## Fast Track

(must enroll in all 4)

PFPPB 1008.2804	\$465
PFPPB 1043.2804	\$465
PFPPB 2033.2804	\$465
PFPPB 2032.2804	\$465
<b>M-F</b>	<b>1/16-5/11</b>
<b>Rm: AT-200</b>	<b>8:00am-12:30pm</b>

-  **Average Hourly Wage**  
\$21.50
-  **Time to completion**  
16 Weeks
-  **Market Growth**  
+23.6%
-  **Cost** \$799
-  **Contact**  
lcharvoz@GC.edu  
409-944-1344



## Diesel Engine Testing & Repair Certificate

This certificate program provides students seeking a career in diesel technology the skills necessary to successfully enter the workforce. Topics include the use of engine measuring tools and the principles of operations for major engine components. Students are briefed on the materials needed to take the ASE test of Diesel Engines. Textbooks are included in the tuition. Students must wear long sleeve shirts and pants in the shop. High School Diploma or GED is required. Classes are taught at the Ball High Automotive Center.

## Diesel Level 2

**DEMR 2012.4812**  
**T,R** 1/16-5/10  
**Ball High Auto Shop** 3-6pm  
**Inst. Charvoz** Cost: \$750

## Diesel Level 1 *(offered in Fall semester only)*

## Diesel Level 2

Troubleshooting with virtual equipment is explored in this course. Student's must take Diesel Level 1 or have prior experience working with diesel motors prior to enrollment. Skills from Level 1 are expanded to include diagnostics. Topics will include use of engine how to identify, inspect, evaluate, disassemble and reassemble engine parts and help prepare for the ASC certification test.



**Average Hourly Wage**  
\$44.36



**Time to completion**  
8-12 Weeks



**Market Growth**  
+44.36%



**Cost** \$1250



**Contact**  
CE@GC.edu  
409-944-1344



## *Be in Top Demand!*

This two step certification process is designed to help prepare you for a career in global supply chain logistics.

### **Certified Logistics Associates (CLA) \$629**

LMGT 2002.1105 | 1/29-2/21 | M,W | 5:30pm-7:30pm | N-217 |

Topics include understanding the life cycle of global chain logistics, the logistics environment and familiarization with different material handling equipment, introduction to safety principles and safe equipment handling, quality control principals, workplace communications, teamwork and problem solving. Classes meet twice weekly for lectures. Cost includes one attempt at the MSSC CLA exam and online study materials.

### **Certified Logistics Technician (CLT) \$629**

LMGT 2002.1106 | 3/19-4/11 | M,W | 5:30pm-7:30pm | N-235 |

Students who have successfully completed the first level CLA course are eligible for this course. The focus is on product receiving, storage order processing, packaging and shipment, inventory control, evaluation of transportation modes and dispatch and tracking. The Manufacturing Skills Standards Council (MSSC) is our nation's leading industry-led training, assessment and certification organization. Classes meet twice weekly for lectures. Cost includes one attempt at the MSSC CLT exam and online study materials.



### **OSHA 10 Workplace Safety \$99**

OSHT 1003.1801 | 1/11-1/12 | R,F | 12:00pm-6:00pm |

OSHT 1003.1802 | 1/25-1/26 | R,F | 12:00pm-6:00pm |

OSHT 1003.1803 | 2/8-2/9 | R,F | 12:00pm-6:00pm |

Introduction to specific training techniques involving the safe handling of blood and air borne pathogens as well as general safety and security on the premises. Addresses the right to know and SDS. Outlines Occupational Safety and Health Administration (OSHA) regulations, inspections, penalties, and compliance.



## Basic Water Works Operations (20 Hours) \$225

EPCT 1015.1917 | 1/22-1/26 | M-F | 6:00pm-10:00pm | R-252 | McLean

This 20-hour, one week, evening course includes instruction in the production, treatment or distribution of potable water. Discover the origin and characteristics of water, disinfection and storage, and distribution systems. Explore basic safety measures regarding your water system and how to handle the public relations issues that develop surrounding water resources. Upon successful completion of Basic Water Works Operations training, participants have exposure to techniques that will allow for the proper operation and maintenance of water and wastewater systems.

## Basic Wastewater Operations (20 Hours) \$225

EPCT 1025.1913 | 2/12-2/16 | M-F | 6:00pm-10:00pm | R-252 | McLean

This introductory course in wastewater collection and treatment includes a brief overview of the water cycle. A general description of the responsibilities of wastewater system personnel is presented with an emphasis on the need for regulation of wastewater discharge to protect receiving streams and public health, safety, and welfare. Topics include: activated sludge process; alternative and advanced treatment; characteristics of wastewater; flow measurements; lift (pumping) stations; ponds, disinfection and safety procedures; preliminary treatment; records and reports; sedimentation and fixed-film processes collection systems; biological treatment of wastewater; goals of wastewater treatment; the law and sources of pretreatment of domestic wastes; water cycle and water reuse. Also included are Texas' rules and regulations for licensing of wastewater system operators.

## Water Utility Collection (20 Hours) \$225

EPCT 2021.1909 | 3/5-3/9 | M-F | 6:00pm-10:00pm | R-252 | McLean

Explore the practical aspects of operating and maintaining wastewater collection systems, while understanding what is involved in the wastewater operator licensing program and the collection system design. Safety procedures for inspection and testing of collection system, inspection of manholes, and underground repair are presented. Classroom discussion includes lift stations, collection system maintenance and operations; industrial waste monitoring; collection system management.

## Water Utility Calculations (20 Hours) \$225

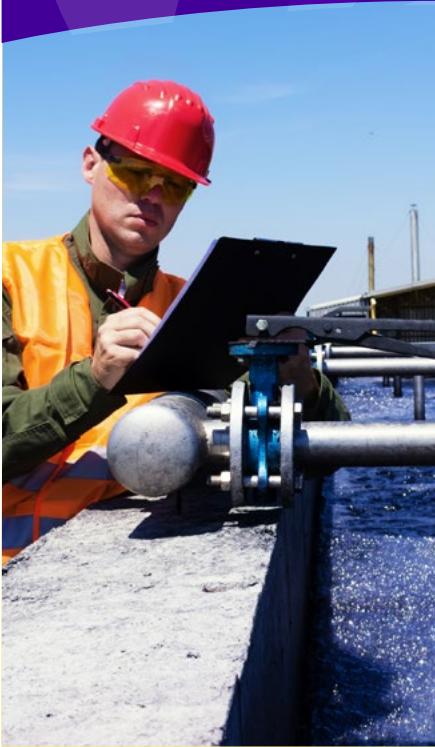
EPCT 2025.1908 | 3/26-3/30 | M-F | 6:00pm-10:00pm | R-252 | McLean

This course introduces and provides information on the fundamentals of basic arithmetic, the use of formulas, and area and volume calculations in water and wastewater treatment plants. Topics: how to calculate and measure flow, keep records and report calculations.

## Wastewater Treatment (20 Hours) \$225

EPCT 2050.1909 | 4/16-4/20 | M-F | 6:00pm-10:00pm | R-252 | McLean

Explore the practical aspects of operating and maintaining wastewater treatment plants, emphasizing the use of safe practices and procedures. In addition to the information about state requirements, participants are presented information about the composition and characteristics of wastewater, secondary treatment processes, disinfection of wastewater, and laboratory controls. Upon successful completion of this course, participants are eligible to sit for the Class C state certification exam.





## Guitar, Ukulele, Songwriting, Singing\* Private Lessons (2.5 Hours) \$99

GCLR 5000.1810 | 1/17-3/28 | TBA | to be scheduled individually | FA-212 | Krout

Fun and creative private music lessons for kids, teens, and adults. Instructor Dr. Robert Krout, a professor of music and board certified music therapist, provides individual instruction in guitar (acoustic and electric), ukulele, songwriting, and singing for students at all levels. Beginners are welcome, as are students with special learning needs. Dr. Krout is Professor Emeritus of Music and Music Therapy at Southern Methodist University and Adjunct Instructor at Galveston College. A 5-pack of 30-minute lessons is \$99.00, and students may enroll for multiple 5-packs. Lesson times are individually arranged with instructor and may be spread out across the summer or condensed into as little as a week.

## Beginning Guitar\* (10 Hours) \$99

GCLR 2024.1915 | 1/17-3/28 | W | 6:00pm-7:00pm | FA-212 | Krout

Play acoustic guitar in a fun and supportive small group atmosphere. Explore open chords, strums, finger picking, beginning melody reading, and playing a variety of pop, folk, and rock songs. We sing as we play (encouraged but not required). The final class session includes an optional class recital for family and friends. This is a class for true beginners and goes at a comfortable and enjoyable pace. An acoustic guitar and class text (available for purchase online) are required.

## Beginning Ukulele\* (10 Hours) \$99

GCLR 2024.1916 | 1/17-3/28 | W | 7:00pm-8:00pm | FA-212 | Krout

Learning to play ukulele is a blast in a supportive and small group. Exposure to beginning chords, strums, finger picking, melody reading, and playing a variety of pop, folk, rock, and Hawaiian songs. We sing as we play (encouraged but not required). The final class session includes an optional class recital for family and friends. This is a class for true beginners and goes at a comfortable and enjoyable pace. A ukulele (soprano, concert, or tenor recommended) and class text (available for purchase online) are required.

\*senior discount available



## Galveston Chorale \$35

The Galveston College Community Chorale is a non-auditioned organization of singers. The chorale performs at least three concerts a year in the community with repertoire ranging from classical sacred and secular music of the great composers, to modern day contemporary music. They have even performed at Carnegie Hall!

GCLR 2010.1956 | M | 7-9:30pm





## Yoga\* \$99

GCLR 1046.1879 | 1/23-5/15 | T | 11:50am-12:50pm | H-200 | Turner

Our favorite island guru teaches the finer points of yoga conditioning and techniques. Don't worry about your bend-ability, our instructor is great at working with all abilities.

## Beginning Quilting\* (18 Hours) \$99

GCLR 1056.1809 | 1/19, 2/2, 2/16, 3/2, 3/16, 3/30, 4/13, 4/27, 5/11 | F |

10:00am-12:00pm | FA-209 | Beaumont

This course meets on Fridays, every two weeks of each month. It is geared towards the novice quilter. Topics will include basic quilt making techniques and language. Assemblage of a small (44" X 56") Irish Chain quilt top is possible during the length of the course. Students should bring a sewing machine to classes 2-4. In addition to basic sewing supplies, class supplies to be purchased after the first class: Rotary cutter (45 mm), Cutting mat (18" x 24"), Ruler (12-1/2" square), and Fabric.

## Digital Photography\* (7 Hours) \$49

GCAR 2070.1964 | 1/30-2/20 | T, R | 7:30pm-8:30pm | R-358 | Saum

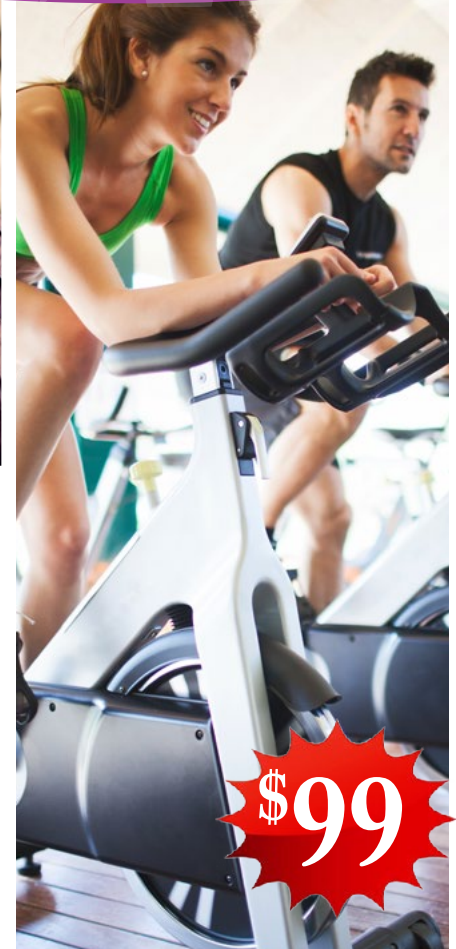
Get the most out of your camera! Discover how to improve your pictures with the technical and artistic basics of digital photography. Explore the basics of taking photos and critique them in a friendly and collaborative environment. Topics discussed include: camera settings, basic compositions and different types of photography. This class is for the novice photographer. Bring your digital SLR camera with flash and interchangeable lenses.

## Conversational French\* \$99

GCLG 1051-1934 | 1/22-3/26 | M | 5:00pm-7:00pm | FA-214 | Instructor TBA

This course will allow you to discover and explore the French language and participate in simple conversations with others. Our native French instructor will teach you the basic grammar, phrases and expressions with an emphasis on vocabulary and pronunciation in conversational exchanged. Discussion of French culture and the regional differences that make France a unique place to visit is included.

\* Senior Discount Available



## JOIN OUR GYM!\*

Enjoy a regular exercise routine this semester! Memberships are available to use our fitness center!

Register for:  
GCSN 1025.1876

Hours of Operation  
8:00am-8:00pm • M-Th

8:00am-5:00pm • F

You must present your ID badge at gym



## **Beginning Watercolor\*** (12 Hours) \$79

GCAR 2060.1904 | 1/30-3/6 | T | 6:00pm-8:00pm | FA-316 | Instructor TBA

Discover the basics of watercolor, starting with basic skills, Washes and marks, color mixing and blending, shapes and values, shading, still life, hard edges, soft edges and composition.

## **Intermediate Watercolor\*** (12 Hours) \$79

GCAR 2060.1905 | 3/27-5/1 | T | 6:00pm-8:00pm | FA-316 | Instructor TBA

Continue your watercolor discovery by working on still life objects, exploring texture, water drops, perspective skin tones and multi-media.

## **Ceramic I** (96 Hours) \$362\*

GCAR 2046.1854 | 1/16-5/10 | T, R | 12:30pm-3:20pm | FA-323 | Stovall

GCAR 2046.1903 | 1/16-5/10 | T, R | 4:00pm-6:50pm | FA-323 | Stovall

Explore the basics of the ceramic process. From hand building, to the potters wheel. Some supplies are provided but students will need to purchase additional supplies. A supply list will be provided during the first class meeting.

## **Drawing 1** (96 Hours) \$362\*

GCAR 1016.1802 | 1/16-5/10 | T, R | 2:00pm-4:50pm | FA-316 | Stovall

Investigation of drawing media and techniques including descriptive and expressive possibilities. A supply list will be provided during the first class meeting

## **Painting 1** (96 Hours) \$362\*

GCAR 2016.1802 | 1/17-5/9 | M, W | 12:30pm-3:20pm | FA-316 | Stovall

Exploration of ideas using painting media and techniques. A supply list will be provided during the first class meeting.

## **Cake Decorating** (21 Hours) \$129

GCCU 1021.1931 | 2/12-3/5 | M, R | 6:00pm-9:00pm | FA-116 | Salinas

Whether you want to learn cake decorating just for fun or your dream is to have a business, this is a great place to start. Your instructor decorates cakes professionally and loves working with students just learning the art. Explore the fundamentals of cake decorating, including how to bake a great cake, and making and using various kinds of icing. Discover the art of fancy borders, specialty designs, coloring and cake writing techniques. The last class ends with a "Cake Show" to display to family and friends. Students must provide their own cakes and supplies.

\* Senior Discount Available



# Cooking with Friends

## Something fun and different for your Friday night!

Grab a friend and discover the history of food and the art of cooking. Daisy Durham, a world traveler, catering chef and retired history professor, presents the finer points of specific cuisines while leading you through recipes from the regions. Dining and discussion follow the lessons. Classes meet the last Friday of each month from 6-9 p.m. The cost of each course is \$49.

### Mediterranean Specialties

GCCU 1001.1908 | 1/26 | F | 6:00pm-8:00pm | R-116 | Durham

Join Chef Daisy and recreate the lovely wholesome flavors of the region using the healthful ingredients from the Mediterranean.

### Peruvian

GCCU 1001.1909 | 2/23 | F | 6:00pm-8:00pm | R-116 | Durham

One of the newest regional cuisines to find its way to American kitchens is from Peru, using quinoa and other traditional ingredients to prepare a feast fit for an Inti, the Incan Sun God.

### French Cuisine for the Home Cook


GCCU 1001.1910 | 3/30 | F | 6:00pm-8:00pm | R-116 | Durham

Viva la France! Enjoy classic French dishes and prove that you don't have to be a professional to cook like one!

### Sumptuous Spain

GCCU 1001.1911 | 4/27 | F | 6:00pm-8:00pm | R-116 | Durham

No survey of food history would be complete without exploring the melting-pot which is Spanish cuisine. Traditional offerings such as tapas and paella are savored.



*"I love that the participants in the class prepare the meal. While we cook, we learn new techniques and some history of the recipes. Great meeting new people also."*

– Kellye Graham

*"We so enjoyed and looked forward to our Friday night date night. Learning about history of foods, actually cooking them, and sharing an evening with new friends was an amazing experience. We look forward to the fall semester!"*

– Michael and Donna Dill

*"It was deliciously fun and we got to learn something too!"*

– Taylor Graham

# Cosmetology

## Become a Lash Extensionist!

Take these three courses and prepare to become a Lash Extensionist. You must enroll in all three courses together. A lash kit and state license exam must be purchased in addition to your tuition. Kits range in price from \$200 to \$600. State TDLR licensure test fee is \$133. Tuition must be paid in full prior to class starting.

### Orientation to Eyelash Extensions (144 hrs) \$399

CSME 2037.2901 | 1/16-5/29 | M, T, W, R | 5:30-10:00pm | ATC-106 |

### Applications of Eyelash Extensions (112 hrs) \$399

CSME 1090.2902 | 1/16-5/29 | M, T, W, R | 5:30-10:00pm | ATC-106 |

### Principles of Eyelash Extensions (64 hrs) \$399

CSME 1090.2903 | 1/16-5/29 | M, T, W, R | 5:30-10:00pm | ATC-106 |

# Registration Instructions

For the latest information visit  
[www.facebook.com/Galveston-College](http://www.facebook.com/Galveston-College)

**Please register at least one (1) week prior to class start dates.**

**Please register at least one week prior to class start date.** Tuition and fees must be paid upon registration. Students must complete registration five business days prior to a course starting. Students can register online at [www.gc.edu/CEregister](http://www.gc.edu/CEregister) with a valid MasterCard, Visa, Discover Card or Amex.

You may register in person by coming to the Continuing Education Office located on the first floor of Moody Hall, at 4015 Avenue Q, Galveston, TX 77550. We are open Monday through Friday from 8am – 5pm.

You may register over the phone by calling the Continuing Education Office at 409-944-1344.

You may fax your completed registration form (this form is available on our website) to 409-944-1501, Attn: CE Dept. This is available 24 hrs a day.

You may mail your registration form and send payment for tuition and fees to Galveston College, Continuing Education Registration, 4015 Avenue Q, Galveston, Texas 77550. Please do not send cash.

**Senior Discounts:** Classes listed with a “\*” are eligible for a 50% senior discount for those over the age of 65 and who live in-district. This discount is applied upon registration.

**Class Cancellations, Room Changes and Rescheduling:** Courses with low enrollment prior to a start date are canceled prior to the start date. Students will be notified by phone or email when a class they are enrolled in has been canceled, however we are sometimes unable to reach everyone. A refund of 100% is automatically processed upon cancellation of classes. To help avoid cancellations **please register at least a week prior to the start date**, and encourage your friends to register with you. Occasionally, canceled courses are rescheduled for a later start date, and you will be notified by phone when the opportunity presents itself. In the event of a class room change notice of the room change will be posted on the continuing education doors and the classroom that was originally listed.

**Refunds:** Refunds prior to the start of class will be 100%. Refund requests should be made in person or by phone to 409-944-1344. Refund requests must be received during normal business hours and at least one business day prior to the start date of the class. When a class is canceled you will automatically be refunded the full course amount. There are **NO REFUNDS GIVEN AFTER A COURSE HAS BEGUN**. There are NO REFUNDS for ED2GO, Language Authority, and UGOTCLASS online courses.

**Parking:** All students must have a valid GC parking sticker, (please pick up in the media center Rm: R-120) Visitors to campus must park in the visitors parking lot at the corner of Avenue Q and 39th St. Unpermitted cars parked in the Moody lot will be towed.

**Student ID Cards- Visitors:** Enrolled students are required to possess a valid student ID card. These may be obtained in the media center (Rm: R-120) once you have your payment receipt. Visitors to campus and those who are only here for a short contract training class, must display a visitor name tag on their person. These are available in the CE offices or from your instructor.

**Smoke Free Campus:** Galveston College is a smoke free campus. Smoking (including e-cigs) is strictly prohibited in all buildings on the campus grounds including the parking areas.

**Classroom Conduct:** Students are expected to conduct themselves in the classroom and/or laboratory in a manner that is conducive to good academic progress. Failure to comply with the lawful direction of a faculty member, teaching assistant or instructor may be a disruption for all students enrolled in the class. Disruptive conduct is considered a serious offense. Faculty reserve the right to remove a student from a class for just cause. Students removed may be referred to the VP of Student Services for disciplinary action.

**Cell Phone Use:** Cell phone use is strictly prohibited during all class/lab sessions. In an emergency, please step outside to avoid disruption.

**FERPA:** The Family Educational Rights and Privacy act (FERPA), was established to protect the privacy rights of all students. FERPA specifies the types of student information, which can be released to the public without a student's expressed consent and specifies the persons and agencies that may receive other information, which according to the FERPA, a college may release to the public without a student's permission and is referred to as “Directory Information”. The information included in the FERPA definition includes: Name, address, telephone, date and place of birth, degrees earned, date, major, and field of study, academic classification, dates of attendance, number of semester hours in progress, and attained to date, previous high school and college attended and weight and height of member of athletic teams. Students may request that Galveston College withhold their directory information from the general public. To do so, students must fill out the appropriate form with the Admissions Office.

**Record Of Completion And CEU's:** Nationally recognized CEU's may be awarded on certain approved occupation-related courses. One CEU is awarded for every 10 contact hours. All courses will be given a certificate of completion. It is up to the individual student to see if these courses are eligible for CEU's.

**Weapons:** Galveston College prohibits all employees and students from possessing weapons, concealed or otherwise, except law enforcement personnel who are authorized to carry a weapon. A person commits an offense if the person knowingly, intentionally, or recklessly possesses a firearm, illegal knife, or any prohibited weapon listed in FLBF Local, on the College campuses or any grounds or buildings in which an activity is sponsored. This includes all College vehicles. Violations of this policy will result in disciplinary action and criminal prosecution. A firearm or ammunition that is stored or transported in a locked, privately owned or leased vehicle, by a person who holds the license to carry a concealed handgun and who lawfully possesses the firearm or ammunition, does not constitute a violation of this policy. FLBF Local, GFA Local.





4015 Avenue Q • Galveston, TX 77550  
409-944-1344 ce@gc.edu

## CONTINUING EDUCATION AND PROFESSIONAL DEVELOPMENT CENTER

### APPLICATION / REGISTRATION FORM

#### STUDENT INFORMATION

Galveston College Student ID	Social Security Number	Date of Birth
Last Name	First Name	Middle Initial
Current Address (Street) (City) (State) (Zip)		Primary Phone <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work ( )
Email Address		Alternate Phone <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work ( )
Educational Intent		
<input type="checkbox"/> Earn a Degree (2 year) <input type="checkbox"/> Earn Credits for Transfer <input type="checkbox"/> Personal Enrichment <input type="checkbox"/> Earn a Certificate (less than 2 years) <input type="checkbox"/> Improve Job Skills		

#### DEMOGRAPHIC INFORMATION

The following information is used for federal and/or state reporting purposes and to help provide support for our programs. Your answers are completely voluntary and will be kept strictly confidential. Please make ONE selection from each section.

<b>PLEASE SELECT ONE:</b> <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Decline to Answer	<b>PLEASE SELECT ONE:</b> <input type="checkbox"/> Hispanic / Latino <input type="checkbox"/> Non-Hispanic / Latino <input type="checkbox"/> Decline to Answer
<b>PLEASE SELECT ONE:</b> <input type="checkbox"/> Asian <input type="checkbox"/> Native American / Alaskan <input type="checkbox"/> Hawaiian / Pacific Islander <input type="checkbox"/> International <input type="checkbox"/> Black / African American <input type="checkbox"/> White <input type="checkbox"/> Decline to Answer	

#### REGISTRATION

Course Name & Number	Days/Time	Start Date	Course Fee

#### PAYMENT METHOD

<input type="checkbox"/> Cash	<input type="checkbox"/> Credit / Debit Card (Please select card type below):
<input type="checkbox"/> Check (made payable to Galveston College)	<input type="checkbox"/> American Express <input type="checkbox"/> Discover <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa
Card Number _____	Expiration Date _____ V-Code _____

The information I have provided is complete and correct to the best of my knowledge. I agree to abide by the policies, rules and regulations in the programs to which I am admitted. I authorize the College to verify the information I have provided. I further understand that the information submitted herein will be relied upon by the officials of the College and that the submission of false information is grounds for cancellation of enrollment and/or disciplinary action.

You have my permission to use photos in which I appear for GC publicity.      (Choose one):     YES     NO

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

It is the policy of Galveston College to provide equal opportunities without regard to age, race, color, religion, national origin, sex, disability, genetic information, or veteran status.

Continuing Education  
Revised 09/13

# WE WANT YOU!



**Free Tuition  
is Available!**



## **Electrical & HVAC Helpers Needed**

### **A Lifetime of Opportunity in Just 8 Weeks**

Thanks to a grant from the Texas Workforce Commission, Galveston College is offering a new **Quickstart** program designed to help people find entry-level jobs as helpers in the fast-growing electrical and HVAC industries. Classes run for 8 weeks, and you will be presented with basics of a trade including its safety procedures, tools usage, regulations, codes and more. This program is designed for people who need to learn the basics of a trade and start making money right away.

For information visit  
**[www.gc.edu/quickstart](http://www.gc.edu/quickstart)**  
or contact **Mary Powers**  
at **409-944-1287**

Se habla español

**Free Career Counseling and Job Placement Assistance**  
Galveston College will provide free career counseling and job-placement assistance to those who satisfactorily complete either of these Quickstart programs.

**Galveston College Main Campus**

**4015 Avenue Q, Galveston, TX 77550**

**Charlie Thomas Family  
Applied Technology Center**

**7626 Broadway, Galveston, TX 77554**

 **Galveston College**

**[www.gc.edu](http://www.gc.edu) | 409-944-GCGC**