EXTENSION
ALL CLASSES ONLINE FOR WINTER 2021
Venture into a new career in one of the most in-demand professions in California and the nation! Pharmacy Technicians in Southern California earn an average of over $37,000 per year with greater Los Angeles ranking as the third highest urban center for pharmacy technician employment in the nation (source: the U.S. Department of Labor, Bureau of Labor Statistics).

Prepare to work in a pharmacy and become a licensed California Pharmacy Technician through classroom instruction and a 120 hour pharmacy externship. Gain exposure to the preparation of medications, maintaining client records, assisting with inventory control, purchasing, collecting payments, coordinating billing, and much more.

This is not simply a “test prep” class and is a fraction of the cost of similar for-profit training programs. Students with satisfactory performance and attendance will receive certification from LACC necessary for the CA Board of Pharmacy license application, giving the student all they need to work as a Pharmacy Technician in California.

Payment plan available. Expenses & fees may be tax-deductible (consult with tax advisor).

### Pharmacy Technician Evening Program

Attend one of our FREE Online Info Sessions

- (#9373) Thursday, January 28, 6:00 PM
- (#9374) Saturday, February 27, 10:00 AM
- (#9375) Saturday, March 27, 10:00 AM
- (#9376) Tuesday, April 20, 6:00 PM

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<th>Fee: $1799</th>
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<td>Wigdan Nicola-Awad</td>
<td></td>
<td>May 4</td>
<td>23 Tues &amp; Thurs + Externship 6:00 PM-10:00 PM</td>
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Welcome from the College President

Welcome to Los Angeles City College. I know this is a challenging time for everyone. While our campus is not offering in-person classes this winter due to the current health crisis, we remain committed to help you achieve your educational and personal goals.

Whether you seek a class to develop new skills, obtain workforce training, complete your high school education, start your own business, explore personal interests or discover a new hobby, we are here to serve you. We have added to our winter curriculum with classes in fasting for longevity, organizing your money and life, Spanish for medical professionals, introduction to television production, drums for adults and teens and other topics.

Online classes are offered during the day, evenings and weekends so you can find the time that best fits your schedule.

Los Angeles City College remains the place to believe, achieve and succeed.

Sincerely,

Dr. Mary Gallagher, MBA, PhD
President, Los Angeles City College

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comsvcs@lacitycollege.edu

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Los Angeles Community College District Administration
Board of Trustees

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Register Now
323.953.4000 ext 2651
communityservices.lacitycollege.edu

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A Message from Our Program Manager

Hello LACC Extension Students!

We know 2020 has been a tough year for most of us, but the good news is 2021 is right around the corner. And with a new year comes the opportunity for a fresh start. Whether you are committed to getting healthier, developing yourself professionally, or just wanting to try something you’ve never done before, the new year sparks excitement and hope.

To help you get the year off to the right start, LACC Extension is offering a series of personal development classes called “Your Awesome Life.” These classes are designed to help you develop in the areas of life that matter most: wellness, purpose, relationships, and finances. Sign up and make 2021 an amazing year, one filled with peace, joy, and of course, learning!

Thank you,

Jason Lesner
Program Manager, LACC Extension

Register Now
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communityservices.lacitycollege.edu

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*Denotes online class

ALL CLASSES ARE ONLINE!
Self-register online by Jan 17 with code
FROSTED21 to get $5 OFF!

☆ No classes Feb 12-15 ☆ communityservices.lacitycollege.edu ☆
Medical Terminology I
Students will study combining forms, prefixes, suffixes, Greek/Latin verbs and adjectives used to construct medical terms. Also study the skeletal system. This workshop is designed for those interested in health-science related occupations. Ages 14 years and up. Concurrent enrollment in Medical Terminology II & III encouraged. No class on February 13th.

9279  Fee: $75  John Ramirez
Jan 23-Feb 27  5 Sat  9:00 AM-10:30 AM

Medical Terminology II
Medical Terminology II will introduce muscular, circulatory, respiratory, endocrine, and gastrointestinal systems. Emphasis will be on understanding these terminologies, their functions and important relationship to general health. Ages 14 years and up. Concurrent enrollment in Medical Terminology I & II encouraged. No class on February 13th.

9280  Fee: $75  John Ramirez
Jan 23-Feb 27  5 Sat  10:30 AM-12:00 PM

Medical Terminology III
Medical Terminology III covers genitourinary, nervous system, integumentary systems, eye, ear, nose, mouth (the senses). Students will learn the meaning of these medical terms and their functions, greatly assisting those pursuing a career in the health field. Ages 14 years and up. Concurrent enrollment in Medical Terminology I & II encouraged. No class on February 13th.

9281  Fee: $75  John Ramirez
Jan 23-Feb 27  5 Sat  12:30 PM-2:00 PM

Medical Coding & ICD-10/CPT-4
In this class you will learn how to fulfill the obligations of the medical biller/coder. In physician practice it is very common for the biller to be the coder as well because the physicians are responsible for determining the procedures while depending on the biller/coder to determine the diagnostic codes. You will learn procedure and diagnostic codes including ICD-10, plus how insurance companies cover their patients, and how claims are paid. Some of the reasons many people choose this rewarding field that is very much in demand:

- It involves detail-oriented work and organization.
- It does not require direct contact with patients or bodily fluids.
- It’s an easy transition from other fields, like the insurance or mortgage industry.


9284  Fee: $145  Tagamolila-Que
Mar 13-Apr 17  5 Sat  9:00 AM-2:00 PM

Medical Insurance Billing
Students will get a thorough know-how of billing all 3rd party payers for Physicians charges. Claim requirements for Workman’s Comp/Champus HMO’s Medicare/Medi-Cal will be covered, and claim forms will be completed for each. Medical billing is the process of submitting and following up on claims with health insurance companies in order to receive payment for services rendered by a healthcare provider. Class includes 1/2 hour break. Prerequisites: Working knowledge of Medical Terminology I-3, & ICD-10/CPT-4. Have your ICD-10/CPT-4 coding books.

No class on February 13th.

9282  Fee: $145  Tagamolila-Que
Jan 23-Feb 27  5 Sat  9:00 AM-2:00 PM

9283  Fee: $145  Tagamolila-Que
Apr 24-May 22  5 Sat  9:00 AM-2:00 PM

Pharmacy Technician Program
Venture into a new career in one of the most in-demand professions in California and the nation! Pharmacy Technicians in Southern California earn an average of over $37,000 per year with greater Los Angeles ranking as the third highest urban center for pharmacy technician employment in the nation (source: the U.S. Department of Labor, Bureau of Labor Statistics).

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Weekday evening and Saturday classes begin this Spring! See inside front cover for more details!

☆ No classes Feb 12-15 ☆ communityservices.lacitycollege.edu ☆
How to Legally Start a Business in LA
This is a course to learn what is required to start a business in Los Angeles and surrounding areas. The class begins with a look at the challenges the new business owner will face, the marketing basics, and a quick and easy guide through the forest of regulations faced by new business start-ups in Los Angeles. Learn what you need to know about city and county tax forms, business licenses and reporting systems, payroll and income taxes, and federal and California requirements.

Fee: $75
Gerald Anderson
Feb 6
9:00 AM-1:00 PM

Create a Successful Nonprofit/Community Service Organization
Fill a void in your community - or in society as a whole - by forming and managing a nonprofit or community service organization. This course will give you a roadmap for turning your ideas into viable and valuable programs. Explore how to define who your organization will help and craft an inspiring mission statement. Learn how to incorporate your organization, select a board of directors and write the bylaws. You’ll also get into the nuts and bolts of developing a budget, creating a marketing plan, obtaining tax-exempt status, and fundraising options.

Fee: $95
Gerald Anderson
Feb 20
9:00 AM-3:00 PM

Job Search Strategies
Finding a new job can be overwhelming. Learn how to make your job search easier and more effective. This interactive class will prepare you with a professionally edited resume, interview skills, networking strategies, and a game plan to identify high-quality positions and STAND OUT from the crowd.

No class on February 13th.

Fee: $29
Teddy M. Kapur
Jan 23-Feb 20
9:30 AM-10:30 AM

Teddy Kapur is a partner at the Law Firm of Pachulski Stang Ziel & Jones I.L.P. He has held senior positions in law and business, served on hiring committees and as job search mentor with nonprofit organizations.

ALL CLASSES ARE ONLINE!
Self-register online by Jan 17 with code FROSTED21 to get $5 OFF!

Register Now
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Want more?
Take a look at "Working from Home: Keys to Success" offered by UGotClass, or Ed2Go’s "Digital Marketing Suite"!
See pages 20 and 21 for details!
Auto Wholesale Business from Home

Come learn how to make extra money buying and selling wholesale cars as a home-based business. Learn six easy techniques to earn $3000 just selling 2-3 cars a month. Find out how to get your auto dealer license and how to operate a profitable used car business. Get a FREE list of 300 dealer-only auctions in the USA where vehicles sell at below wholesale prices. This class is DMV approved and you'll receive a DMV Certificate of Completion at the end of the class. With this certificate, you can take the 40 question exam with the DMV, and upon passing it you have 1 year to apply for a dealer license if you choose to do so.

Fee: $115
Wayne Williams
Feb 20
1 Sat
10:00 AM-4:00 PM

Part 2: Getting Started: Permits, location licenses, social distancing requirements, writing a business plan, and navigating health inspections.
Part 2: Fundamentals of Creating a Great Restaurant: Costs of food and labor, menu engineering, POS selection, marketing and funding.

Restaurant Fundamentals Series

Sign up for all three parts for $279
and get a free Award of Completion

How to Successfully Open a Restaurant in L.A. During Covid-19

Have you ever dreamed of becoming a restaurant owner or operator but have no idea where to start? Are you hesitant to start a new food concept during COVID-19? Join restaurant consultant Aja Beard for a 3-part series on how to transform your restaurant idea from paper into a successful business. She has helped several business owners pivot their existing restaurant model to a successful take out and delivery business so they can thrive during these challenging times.

*These classes can be taken as a series or individually. If you are new to the restaurant industry we highly recommend taking all 3 parts.*

Part 1: Getting Started

Part 2: Fundamentals of Creating a Great Restaurant

Part 3: Building an Effective Team

Course schedule and more details to come in our Spring catalogue!

Be a Solar Panel Installer in Less Than a Month

Crash Course in Solar Installation - COMING THIS SPRING!

Solar-energy jobs are growing 12 times faster than the U.S. economy. Per the Bureau of Labor Statistics, solar installer employment is projected to grow 105 percent from 2016 to 2026, much faster than the average for all occupations. The State of California now requires that all new homes built have solar panels installed. This rapid expansion and adoption of solar panel installations in homes, commercial buildings, golf carts, swimming pools, water fountains, attic fans, and more will result in excellent job opportunities for qualified individuals.

Our crash course in solar design and installation can help make you one of those qualified individuals. The solar industry now employs more people than coal, oil, and gas combined. Great for engineers and engineering students, homeowners, contractors, infotech personnel (smaller and remote-operated systems), and those who want to install, maintain, inspect, or design solar installations. An Award of Completion issued upon student’s achievement of the class.

Course schedule and more details to come in our Spring catalogue!

Apartment Management Series

Sign up for parts 1 & 2 for $219
and receive a free Award of Completion

Apartment Management- Part I & II

Live! Rent Free!!!

Don’t put off your career as an apartment manager! Join us and learn how to get the upper hand on securing a job as an apartment manager. Topics include renting and leasing, rent control, apartment repairs, security deposit, Health Department & SCEP compliance, housing discrimination laws, disability codes, and more.

Part two covers advertising techniques, promoting rental of apartment units, record keeping, rent laws, tenant manager etiquette, preparing an impressive manager’s resume, and job marketing skills. Award of Completion issued upon achievement of both parts 1 & 2.

Fee: $119
Robin Calderon
Feb 1 & 3
Mon & Wed
6:00 PM-9:00 PM

Fee: $119
Robin Calderon
Feb 8 & 10
Mon & Wed
6:00 PM-9:00 PM

Fee: $99
Aja Beard
Feb 20
1 Sat
10:00 AM-12:30 PM

Fee: $99
Aja Beard
Feb 27
1 Sat
10:00 AM-12:30 PM

Fee: $99
Aja Beard
Mar 6
1 Sat
10:00 AM-12:30 PM

No classes Feb 12-15
communityservices.lacitycollege.edu
Become a Notary Public or Renew Your Commission
Government institutions, banks, real estate and mortgage companies, plus many other businesses are seeking notaries. All prospective notaries must complete a course approved by the California Secretary of State. Our approved course will give you the most updated notary information and the knowledge you need to perform the duties correctly and to pass the state exam. Resources will be provided during class regarding the notary exam. Becoming a notary and notary loan signing agent can be a great way to earn extra money, start your own business, or enhance your current career. Class fee includes valuable 70-page manual, notary public handbook, Award of Completion, and sample forms notaries use every day.

Before signing up for this class, check to see that you meet eligibility requirements for becoming a notary; visit https://www.sos.ca.gov/notary/qualifications/. You must register with a valid email address.

Note: Due to strict State regulations, no one is admitted after class begins. Check-in begins at 7:30AM and class begins promptly at 8:00AM. Have your current, official photo ID ready.

QuickBooks Fundamentals
Learn the fundamentals of QuickBooks, including navigating the software, setting up a company file, working with Lists, Bank Accounts, entering and paying bills, tracking and paying sales tax, and reconciling bank accounts. An Award of Completion is provided by the instructor. This is an 8-hour class with a half-hour break. Advanced topics covered in Level II. QuickBooks Online Plus required to participate in class. Get free 30-day trial at: quickbooks.intuit.com/online/plus.

Notary Loan Signing Seminar
A Notary Signing Agent is a notary public who has specialized expertise in the handling of mortgage loan documents. With the housing market on the rebound, this will be an in-demand service for notary publics! Currently, Notary Signing Agents can make anywhere from $80-$150 per loan package. In this six-hour webinar, explore the types of real estate sales and loans currently on the market, and receive hands-on instruction in the main documents a Notary Signing Agent will notarize. You’ll assemble a practice loan package and examine the ethical and administrative role of the notary and the notary’s sense of duty associated with being a Notary Signing Agent. Finally, learn about marketing and customer service, with practical information on how to start your new business – complete with a list of potential sources!

Prerequisite: current notary public commission or successful completion of six hours of notary education.

Bookkeeping/Accounting-Analysis & Concepts
A class on how to operate a business using basic record keeping, accounting, reporting, and modes of analysis. Students will learn how to set-up a Chart of Accounts, how business transactions are processed, and how to prepare a Profit & Loss Statement, a Balance Sheet, and a Statement of Cash Flows. Financial operations and reporting for all forms of business are covered, however the sole proprietor form of business will be demonstrated. Students will learn how to prepare and file a Schedule C from their generated reports. This is a hands-on class where students learn the importance of timely reporting of business transaction by performing financial analysis, using graphs and ratios. This class is highly recommended before enrolling into QuickBooks Fundamentals classes.

ALL CLASSES ARE ONLINE! Self-register online by Jan 17 with code FROSTED21 to get $5 OFF!
Microsoft Excel for Windows
The leader in creating spreadsheets and data presentation. Topics include basic worksheet navigation, entry techniques, cell references, using the command groups and settings, formulas and functions, charts and graphs, and simple database operations. Continuing classes include an overview of Excel's vast collection of formulas and functions.

Take the Excel 1 & 2 Series for only $165!!!

Adobe Photoshop Training for Everyone
If you’re new to Adobe Photoshop, you’ll learn the fundamental concepts and features you’ll need to master the program. If you’ve been using Photoshop for a while, you’ll find our training programs teach many advanced features and concepts. Students will create their own movie poster and pop art, and will be able to take their work with them for printing. Learn graphic design, photo manipulation, layout, and restoration. Photoshop is a very detailed program that can help business owners as well as individuals really stand out in a crowd in design and imaging. You may use PC or MAC with any Adobe Photoshop software EXCEPT Photoshop Elements.
Adobe Photoshop required to participate in class. Get free 7-day trial at: https://www.adobe.com/products/photoshop/free-trial-download.html.

Adobe Illustrator Training for Everyone
Create vector-based graphics that can be easily rescaled without loss of quality. Learn basic tools and fundamentals, features for creating distinct designs include painterly/fluid brushes, shape-building tools, and path controls. There are also different transparency and gradients tools available for a variety of illustrations and mediums. Plus, create a personalized logo and business card. You may use PC or MAC.
Adobe Illustrator required to participate in class. Get free 7-day trial at: https://www.adobe.com/products/illustrator/free-trial-download.html.

Introduction to Lightroom
Have you been shooting images on a DSLR and are trying to figure out what to do with them? Learn how to organize, edit and share your images using Lightroom Classic. You’ll take your archive of images and create a digital catalog where you can easily locate images. We’ll go over metadata, cropping, exposure adjustments, and exporting images for print. Take advantage of this class now at this special introductory price!
Adobe Lightroom required to participate in class. Get free 7-day trial (then $9.99/month) at: https://www.adobe.com/products/photoshop-lightroom/free-trial-download.html.

Digital Video Editing Series
Levels 1 & 2 for $299

Digital Video Editing - Level 1 with Adobe Premiere Pro
In this beginner’s class, learn how to ingest your video into Adobe Premiere Pro CC and edit it. Arrange audio, video, and clip effects on the timeline, and learn media management and insertion into the timeline sequence. You can add cinema-quality effects, filters to video and audio tracks, as well as titles and credits to your finished projects. You may use MAC or PC.
No class on February 13th.

Digital Video Editing - Level 2 with Adobe Premiere Pro
A non-beginner’s class. The student must be familiar with browsing, logging on, setting up project, editing, and exporting edited timeline platforms in Adobe Premiere. This class will look at using tools, track audio menu, effects window, timeline pancaking, media browsing, working with different resolutions on a timeline, adjustment layer, ingest, proxy’s, color correction and presets, the Work bar, exporting different settings for YouTube and Vimeo, and more. The instructor will have video files to work with. You may use MAC or PC.

Computer Software & Technology

★ No classes Feb 12-15 ★ communityservices.lacitycollege.edu ★
Showbiz

Acting Technique
Would you like to be an actor? Explore the basics of acting in a safe, positive and encouraging environment. Learn how to break down a script or prepare for an audition. Create and develop believable characters through effective use of imagination. Breathe life into every scene and move people emotionally. Work on film & T.V. scripts with scene partners. All levels of experience are welcome. This class has an on-camera component. **No class on February 15th.**

9308 Fee: $85 | Mat: $5 Nancy Friedman
Feb 1-Mar 1 4 Mon 7:00 PM-10:00 PM

Intro to Television Production
Ever think about working in the television industry? Here’s your chance to learn how to begin and maintain a successful career in television production. In this class, you will gain a thorough understanding of the basics of TV production - how to behave on set, reading a call sheet, how to put domestic and international shoots together, and of course, tips on finding your first production job.

9379 Fee: $35 Annie Malvasi
Jan 23 & 30 2 Sat 12:00 PM-1:30 PM

Annie Malvasi has been in the television industry for 9 years. In that time, she has been the Production Manager on over 13 shows, and has facilitated film shoots in 20 countries around the world.

So You Want to Host a Podcast
Do you have something to say? Are you passionate about storytelling? Could you spend hours discussing the pros and cons of glassblowing, Stephen King, or social media dog influencers? Maybe it’s time to fuse those brilliant thoughts into one brilliant audio experience. Taught by the hosts of the podcast, “Spin the Bottle,” this course serves as an introduction to podcasting where you’ll learn everything from how to come up with a show concept, to writing and planning content, what production tools and resources to use, as well as how to launch and market your finished product. **No class on February 13th.**

NEW!

9310 Fee: $75 Andréa Johnson & Danielle Taylor
Jan 23-Feb 27 5 Sat 10:00 AM-11:30 AM

“Get Funny!” offered by Ed2Go is a great course in humor that can improve your communication and popularity! See page 21 for details about Ed2Go!

Register Now
323.953.4000 ext 2651
communityservices.lacitycollege.edu

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NEW!

No classes Feb 12-15 • communityservices.lacitycollege.edu •
Accent Reduction
This class is specifically designed to assist foreign born residents to improve English language clarity through easy accent reduction techniques. Develop the rhythm and proper speech sounds that will assist your career and also help in winning new friends. All are welcome!

No class on February 13th and April 3rd.

9344 BEGINNING
Jan 23-Mar 6
Fee: $99
6 Sat
11:00 AM-1:00 PM

9345 INTENSIVE
Mar 13-May 8
Fee: $149
8 Sat
11:00 AM-1:00 PM

Spanish Conversation and Pronunciation
Level 1 focuses on the fundamentals of communicating in Spanish. The student will learn the vowels and their tones, the alphabet, numbers, greetings and farewells, and the differences between speaking formally and informally in a conversation. Emphasis will be on basic grammar, personal pronouns, pronunciation, and conversational dialogue. By the end of the course, the student should be able to identify themselves and others, express emotions, and talk about daily activities.

Level 2 expands on speaking and writing in Spanish. The student will increase their vocabulary and the conjugation of the most common verbs in the present, past, and future tenses. Emphasis will be on the use of accentuation, pronunciation, and conversational dialogue. Please provide a valid email address for class materials. No class on February 13th.

9335 LEVEL 1
Jan 23-Feb 27
5 Sat
1:00 PM-3:30 PM
LACC Staff
Fee: $95

9337 LEVEL 2
May 1-29
5 Sat
1:00 PM-3:30 PM
LACC Staff
Fee: $95

Spanish for Medical Professionals
This class is designed to help medical professionals have effective communication with their Spanish-speaking patients. Addressing realistic situations, students will learn the specific vocabulary needed to communicate in their daily work. Activities will include taking patient registration information, basic grammar exercises, dialogue completions, and anatomical diagrams of the human body labeled in Spanish and English. This class is a great benefit to any healthcare professional interested in better communication with their patients that only speak Spanish. No class on February 12th.

9395
Jan 29-Mar 5
Fee: $129
5 Fri
Pablo Jacome
4:00 PM-7:00 PM

American Sign Language
Have you ever wanted to learn how to sign, but don’t know where to start? This is the class for you to unfold your potential signing skills. Students will learn the basic language structure of American Sign Language (ASL) and Deaf culture through fun activities. This is a combined course designed to introduce you to American Sign Language (ASL) and finger spelling as it is used within Deaf culture. You will also learn how to use facial grammar, expressive and receptive skills to communicate in ASL, and intriguing facts about Deaf culture and community. Required book: American Sign Language Workbook: Exercises to Build Your Signing Vocabulary, ISBN: 978-1646119509.

No class on February 13th.

9338 LEVEL 1
Jan 23-Feb 27
5 Sat
11:30 AM-12:30 PM
Kelly Martinez
Fee: $55

9339 LEVEL 2
Apr 24-May 22
5 Sat
11:30 AM-12:30 PM
Kelly Martinez
Fee: $55

Public Speaking
Do you worry about having to speak in public? Learn to use your unique personality strengths to conquer the fear and improve your public speaking ability. Prepare informative and persuasive speeches for special and professional occasions. Get individual assessment of voice and speech production, plus gain practical online skills for speaking in a virtual setting. No class on February 13th.

9342
Jan 23-Feb 27
5 Sat
3:30 PM-5:30 PM
Edythe Davis
Fee: $75

Creative Writing
We live in exciting times, but how will we remember our thoughts and feelings? Creative writing is the perfect way to capture the moment and connect with others in our community. Learn five distinct ways to share your thoughts and feelings creatively. Class exercises will include writing a biography, an opinion piece, text inspired by a musical prompt, a 5 senses exercise and poetry. Writers at all levels are encouraged to join.

No class on February 13th.

9343
Jan 23-Feb 27
5 Sat
11:00 AM-12:15 PM
Ande Richards
Fee: $59

Accentual Lenguaje de SeñasAmericano, an ASL class for Spanish speakers! See page 19 for details!

Is Spanish your preferred language? We offer Spanish for Medical Professionals! See page 19 for details!

New!

Spanish for Medical Professionals
This class is designed to help medical professionals have effective communication with their Spanish-speaking patients. Addressing realistic situations, students will learn the specific vocabulary needed to communicate in their daily work. Activities will include taking patient registration information, basic grammar exercises, dialogue completions, and anatomical diagrams of the human body labeled in Spanish and English. This class is a great benefit to any healthcare professional interested in better communication with their patients that only speak Spanish. No class on February 12th.

9395
Jan 29-Mar 5
Fee: $129
5 Fri
Pablo Jacome
4:00 PM-7:00 PM

Public Speaking
Do you worry about having to speak in public? Learn to use your unique personality strengths to conquer the fear and improve your public speaking ability. Prepare informative and persuasive speeches for special and professional occasions. Get individual assessment of voice and speech production, plus gain practical online skills for speaking in a virtual setting. No class on February 13th.

9342
Jan 23-Feb 27
5 Sat
3:30 PM-5:30 PM
Edythe Davis
Fee: $75

Creative Writing
We live in exciting times, but how will we remember our thoughts and feelings? Creative writing is the perfect way to capture the moment and connect with others in our community. Learn five distinct ways to share your thoughts and feelings creatively. Class exercises will include writing a biography, an opinion piece, text inspired by a musical prompt, a 5 senses exercise and poetry. Writers at all levels are encouraged to join.

No class on February 13th.

9343
Jan 23-Feb 27
5 Sat
11:00 AM-12:15 PM
Ande Richards
Fee: $59

Accentual Lenguaje de SeñasAmericano, an ASL class for Spanish speakers! See page 19 for details!

Is Spanish your preferred language? We offer Spanish for Medical Professionals! See page 19 for details!

New!
Creative Writing for Youth (Ages 10-16)
Creative writing is fun and useful for school and eventually work. Learn how to write your own biographical statement – very important for college – and how to effectively speak your mind in an opinion piece. Music will be used to inspire free-form writing and incorporate all five senses in our text. And, no creative writing class would be complete without a little poetry. Explore and write haiku, limericks, ballads and more. No class on February 13th.

9311 Fee: $55 Ande Richards
Jan 23-Feb 27 5 Sat 12:30 PM-1:30 PM

American Sign Language For Youth (Ages 8-16)
Have you ever wanted to learn how to sign, but don’t know where to start? This is the class for you to unfold your potential signing skills. You’ll learn the basic language structure of American Sign Language (ASL) and Deaf culture through great activities. This is a fun introduction to American Sign Language (ASL) and finger spelling as it is used within Deaf culture. You will also learn how to use facial grammar, expressive and receptive skills to communicate in ASL, and intriguing facts about Deaf culture and community. Required book: American Sign Language Workbook: Exercises to Build Your Signing Vocabulary, ISBN: 978-1646119509. No class on February 13th and April 3rd.

9312 LEVEL 1 Fee: $55 Kelly Martinez
Jan 23-Feb 27 5 Sat 10:00 AM-11:00 AM
9313 LEVEL 2 Fee: $55 Kelly Martinez
Apr 24-May 22 5 Sat 10:00 AM-11:00 AM

Reading & Study Skills
Help your child improve their grades and reading comprehension! This class will cover various levels of reading, phonics, vocabulary & study skills. Students will have the opportunity to sharpen their presentation and reading skills by reading aloud to the class online. Homework assignments will be given. No class on February 15th.

GRADES 3-4
9321 Fee: $49 Brian King
Jan 25-Mar 1 5 Mon 4:00 PM-5:00 PM

GRADES 5-6
9322 Fee: $49 Brian King
Jan 25-Mar 1 5 Mon 5:00 PM-6:00 PM

Spanish for Kids (Ages 7-10)
An introductory class open to young people who want to learn the basic fundamentals of reading and speaking Spanish. In addition to providing the practice needed to aid retention, this class will also provide the opportunity to develop a higher level of thinking skills as it aims at teaching how to use the language creatively. This class is limited to 15 students. No class on February 13th and April 3rd.

9318 LEVEL 1 Fee: $59 Blanca Garcia
Jan 23-Feb 27 5 Sat 10:00 AM-12:00 PM
9320 LEVEL 2 Fee: $59 Blanca Garcia
May 1-29 5 Sat 10:00 AM-12:00 PM

Writing Composition Intensive
(Ages 12-17)
Learn to write a standard essay, the ins-and-outs of research, how to structure arguments and comparisons, outline and much more! Homework assignments will be given.

GRADES 7-8
9323 Fee: $49 Brian King
Jan 27-Feb 24 5 Wed 4:00 PM-5:00 PM

GRADES 9-12
9324 Fee: $49 Brian King
Jan 27-Feb 24 5 Wed 5:00 PM-6:00 PM

Math Success for Kids
Assist your child with their school studies by enrolling them in this intensive math program. Focus will be on the specific problem areas your child is having with math. Designed to help your child improve test skills, increase scores and advance in school. Students are welcome to use their school books and ask homework questions. No class on February 13th.

GRADES 4-5
9314 Fee: $49 Jonathan Mejia
Jan 23-Feb 27 5 Sat 10:00 AM-11:00 AM

GRADES 6-8
9315 Fee: $49 Jonathan Mejia
Jan 23-Feb 27 5 Sat 11:00 AM-12:00 PM

ALGEBRA
9316 Fee: $49 Jonathan Mejia
Jan 23-Feb 27 5 Sat 12:00 PM-1:00 PM

GEOMETRY
9317 Fee: $49 Jonathan Mejia
Jan 23-Feb 27 5 Sat 1:00 PM-2:00 PM
### Piano/Keyboarding for Young People (Ages 8-17)
Learn basic music note reading, written note theory, development in finger coordination, and critical sense of listening; notations in pitch and rhythm; discipline in good practice habits with an appreciation of music. Students will choose music comparable to their level. **Must have your own keyboard. No class on February 13th.**

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<thead>
<tr>
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<th>Dates</th>
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<tbody>
<tr>
<td>9330</td>
<td>$65</td>
<td>Anthony Baray</td>
<td>Jan 23-Feb 27</td>
<td>5 Sat 10:00 AM-11:30 AM</td>
</tr>
</tbody>
</table>

### Guitar for Young People (Ages 9-17)
Discover the true and fun way to play the guitar. This class will teach proper finger coordination, how to tune your guitar, and reading basic music notes. Have fun while learning how to play this wonderful instrument. Class is limited to 15 students. **Must have your own guitar. No class on February 13th.**

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<tr>
<td>9330</td>
<td>$65</td>
<td>Alfred Reganyan</td>
<td>Jan 23-Feb 27</td>
<td>5 Sat 10:00 AM-11:30 AM</td>
</tr>
</tbody>
</table>

### Washington Auditors (Ages 8-17)
This is a traditional Japanese martial arts class, specializing in throws and takedowns, that will help kids develop coordination, self confidence and agility. **No class February 13th.**

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<tbody>
<tr>
<td>9331</td>
<td>$55</td>
<td>Alfred Reganyan</td>
<td>Jan 23-Feb 27</td>
<td>5 Sat 8:30 AM-9:30 AM</td>
</tr>
</tbody>
</table>

### Singing for Children (Ages 5-10)
Learn proper vocal and breathing techniques to strengthen and bring out your child’s full singing potential and develop confidence for any musical setting. Topics may include basic ear training, scales, vowels, and learning simple melodies. **No class on February 13th.**

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<tbody>
<tr>
<td>9334</td>
<td>$55</td>
<td>Linda Stevens</td>
<td>Jan 23-Feb 27</td>
<td>5 Sat 1:30 PM-2:30 PM</td>
</tr>
</tbody>
</table>

### Gymnastics for Kids (Ages 5-12)
Have fun tumbling, running, doing song/dance and motor skill exercises. These fun activities will help to build proper body coordination, growth development and encourage self-confidence. Parent participation is recommended. **No class February 13th.**

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<tr>
<td>9328</td>
<td>$55</td>
<td>Jojo Aguilar</td>
<td>Jan 23-Feb 27</td>
<td>5 Sat 3:00 PM-4:00 PM</td>
</tr>
</tbody>
</table>

### Kinder Gym (Ages 2-4)
Enjoy an hour of fun and exercise. Games, songs, and motor skill activities will help your child develop coordination, confidence, and physical fitness. Parent participation is required. **No class February 13th.**

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<tr>
<td>9327</td>
<td>$55</td>
<td>Jojo Aguilar</td>
<td>Jan 23-Feb 27</td>
<td>5 Sat 2:00 PM-3:00 PM</td>
</tr>
</tbody>
</table>

### Judo for Kids (Ages 6-17)
This is a traditional Japanese martial arts class, specializing in throws and takedowns, that will help kids develop coordination, self confidence and agility. **No class February 13th.**

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<tbody>
<tr>
<td>9325</td>
<td>$65</td>
<td>Israel Lopez</td>
<td>Jan 24-Feb 28</td>
<td>5 Sun 10:00 AM-11:30 AM</td>
</tr>
</tbody>
</table>

### Drumming for Kids (Ages 8-13)
Have fun learning various drawing techniques needed in order to create the many cartoon characters we see on TV, in the movies, and in comics. Create your own cartoon characters too! Bring your ideas, imagination and passion for this popular art. No experience needed. Register before class fills up! **Have pencil, eraser, pad of paper, and colored pencils. No class on February 14th.**

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<tr>
<td>9337</td>
<td>$50</td>
<td>Jojo Aguilar</td>
<td>Jan 23-Feb 27</td>
<td>5 Sat 1:00 PM-2:00 PM</td>
</tr>
</tbody>
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### Drawing Comic Book & Cartoon Characters for Kids (Ages 8-15)
Have fun learning various drawing techniques needed in order to create the many cartoon characters we see on TV, in the movies, and in comics. Create your own cartoon characters too! Bring your ideas, imagination and passion for this popular art. No experience needed. Register before class fills up! **Have pencil, eraser, pad of paper, and colored pencils. No class on February 14th.**

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<td>9324</td>
<td>$50</td>
<td>Jojo Aguilar</td>
<td>Jan 23-Feb 27</td>
<td>5 Sat 9:00 AM-10:00 AM</td>
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### ALL CLASSES ARE ONLINE!
Self-register online by Jan 17 with code FROSTED21 to get $5 OFF!

Register Now
323.953.4000 ext 2651
communityservices.lacitycollege.edu
LA City College Extension is proud to debut a new series of classes called Your Awesome Life! These classes are designed to help you take your life to the next level. Whether you have problems sticking to your goals or your love life needs a boost or you just want to get organized, Your Awesome Life is a great opportunity to work with professional Coaches dedicated to inspiring you to make your life the best it can be!

Find Your Life’s Purpose
Are you stressed and unfulfilled? Are you looking for less struggle and more joy? Take a life-transforming day with Certified Life Coach Kent Scheibel, who has spent the last two decades studying with leading personal development experts worldwide. Learn how to be in the flow with who you are and share your gifts with the world. Kent will show you how peace comes from cooperating with life, and finding purpose comes from cooperating with who you naturally are. Learn to discard inner obstacles, relax, and be free to be you.

Fee: $65
Feb 20
1 Sat
10:00 AM-4:30 PM
Kent Scheibel

Kent Scheibel was born in Kentucky in 1972 and spent his teens and twenties dealing with what he describes as “crippling depression and anxiety.” Through his struggles, he became determined to find happiness and meaning in life. After dedicating twenty years of his life to studying with personal development experts, meditation masters, and world-traveling, he found the answer to be quite direct and straightforward. “The more one can live in the present moment and be themselves; the happier and more effective they will be.” Kent’s mission is to coach people from all backgrounds to discover true peace and express themselves with authenticity, trust, and love.

COMING THIS SPRING!
How to Create the Perfect Dating Profile
Develop Your Personal Style
Do you struggle with your style and battle with your closet on a daily basis? Here is your chance to be taught by one of Los Angeles’s most successful Style Coaches™ on how to develop a personal style you love. This class will walk you through a trusted step by step process on how to do your own mini-makeover resulting in a more fine tuned image. All are welcome, but this class will focus on feminine style. **No class on February 15th.**

9380  Fee: $65  Rayne Parvis
Jan 25-Mar 1  5 Mon  8:00 PM-9:00 PM

Rayne Parvis is an LA-based certified personal stylist, Style Coach™, media personality, and author of Ultimate Guide to Style: From Drab to Fab! Featured on networks such as CBS/KCAL, FOX, companies like Nordstrom, in magazines, and on numerous blogs and podcasts, Rayne has provided transformational style and fashion tips for individuals who want to look their best since 2010. Visit RayneParvis.com/about for more information.

5 Step Guide to Organize Your Life & Money
Mastery over your finances can help you live a life with less stress and more freedom. This class offers an easy-to-understand guide to gain confidence around your money and inspire smarter financial decisions. Designed for individuals of all levels to expand their knowledge and find the right mindset to live a healthy financial life.

9391  Fee: $65  Ryan Miyamoto
Feb 6  1 Sat  9:00 AM-11:00 AM

Ryan is a Certified Financial Planner and Managing Director of Derive Wealth, an independent financial planning firm. He helps individuals, families, and business owners design personal financial plans and make smarter financial decisions.

Let’s Get Organized: A Master Class in Organizing Your Life
Just a little bit of organization can do wonders for your productivity and your peace of mind. In this 3-part series you will learn how to get organized in your home and life. Professional Organizer, Laura Ellis, will walk you through the process. You will get real hands-on experience by organizing your own space.

9390  Fee: $65  Laura Ellis
Jan 23-Feb 6  3 Sat  10:00 AM-11:30 AM

Laura Ellis, CPO®, of Organized by Ellis, is a certified professional organizer based in Los Angeles. Her passion is creating organized environments that empower her clients to live a simplified life. Her style is aimed at original solutions tailored to each individual’s lifestyle, always with an eye for good design. She cares about her clients and their stuff, and never judges either.
Beginner Strength & Cardio
Heart throbbing. Breath flowing. Temperatures rising. Guided by fun, move your body in simple to follow exercises that will leave your heart with a huge smile!

Equipment: Yoga or exercise mat, towel, water. Our main exercise tools are our own bodies and an excellent attitude! No class on February 14th.

9347 Fee: $55 Jino De Castro Jan 24-Feb 28 5 Sat 9:30 AM-10:30 AM

Knife Skills
Feel more comfortable in the kitchen and improve your cooking efficiency by learning how to use a chef’s knife properly. This class focuses on the essential knife skills for a home cook, and teaches you slicing, dicing, chopping, knife sharpening and more to help you enjoy cooking! You’ll get a produce list sent to you before class so you can choose to cut along with the instructor in your kitchen. Participation requires a chef’s knife and cutting board.

Upon registration, check your confirmation letter for the list of ingredients and supplies you will need for this class!

9369 Fee: $35 Carrie Bonfitto Feb 27 1 Sat 10:00 AM-11:30 AM

Essential Soups
Soups are healing, hydrating, and healthy! Learn how to make delicious soups from scratch! You’ll get an ingredients list sent to you before class so you can choose to cook along with the instructor in your kitchen.

9370 Fee: $39 Carrie Bonfitto Mar 6 1 Sat 10:00 AM-12:00 PM

See page 11 for more about Carrie and her Fasting for Longevity course, which is part of our NEW Your Awesome Life Series!

Breath & Meditation
Now. And now. And, again, now. The present moment is the fundamental feature of living a life of joyful presence. Breath & mindful meditation are vehicles with the potential to lovingly, and with ease, transport our attention back to each moment. Equipment: Cushion, bolster, or blankets, a support for sitting comfortably on the ground. A folding chair, or similar, for those who choose to adventure sitting with more hip space. No class on February 15th.

9348 Fee: $55 Jino De Castro Jan 25-Mar 1 5 Mon & Wed 7:00 PM-7:30 PM

Pastry Decorating: Cupcake, Cake Pops & Mini Cakes
Students will use proper ingredients to make delicious flavorful frosting, and get tips and secrets of decorating cake pops, cupcakes and cakes. Learn how to color the frosting with tubing incorporating edible glitter and other cake decor. Learn the fine details of intricate edible design and the cleanest way to work with cupcakes. You will dazzle your friends and family with beautiful and delicious edible works of art. Please provide an email address at time of registration for the instructor to provide a list of materials for class.

9354 Fee: $65 Blanca Garcia Jan 23-Feb 27 5 Sat 1:00 PM-3:00 PM

Quick & Dirty Self Defense
Learn how to protect yourself in the streets, how to turn your fear into anger and switch yourself into attack mode. Defend yourself against an attacker and learn why size is not a factor. Students will learn effective techniques on how to quickly subdue their attacker. Teens welcome with parent/guardian permission.

9350 Fee: $59 Jojo Aguilar Jan 23-Feb 6 3 Sat 4:30 PM-6:30 PM

Yoga
Engage your body with joy, delight, and curiosity. Connect with the rich history of traditional yoga practices through simple and fun mindfulness movements, stretches and breathing techniques. Equipment: YOGA mat (not an “exercise” mat). Optional - 2 yoga blocks and an 8 foot yoga belt/strap. No class on February 13th.

9346 Fee: $55 Jino De Castro Jan 23-Feb 27 5 Sat 9:30 AM-10:30 AM

Homemade Protein Bars
Save money by getting the hang of making your own delicious protein bars at home. Plus you’ll learn how much protein you should be eating everyday for optimal health. You’ll get an ingredients list sent to you before class so you can cook along with the instructor in your kitchen. Participation requires a food processor.

9368 Fee: $29 Carrie Bonfitto Feb 20 1 Sat 10:00 AM-11:00 AM

Knit Skills
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9348 Fee: $55 Jino De Castro Jan 25-Mar 1 5 Mon & Wed 7:00 PM-7:30 PM

Register Now
323.953.4000 ext 2651
communityservices.lacitycollege.edu

☆ No classes Feb 12-15 ☆ communityservices.lacitycollege.edu ☆
Draw Comic Book & Cartoon Characters
If you always wanted to become a cartoon artist this beginners class is for you. Sketch out your favorite characters while learning some fundamental drawing concepts. **Have drawing and color pencils, eraser and pad of paper. Instructor will address additional materials at first meeting.**
No class on February 14th.
9352  Fee: $65  Jan 24-Feb 28  5 Sun  11:30 AM-1:00 PM
Israel Lopez

Sketching Life (Ages 15+)
Students will learn techniques that will assist them in sketching the urban landscape. The instructor will guide the learners through exercises that will implement elements of linear perspective, composition, lighting, modeling, and a variety of other methods that will aid them to capture the scene. Class exercise mediums include colored pencils, graphite pencils and ink pens (water color set optional); students are welcome to use any of these or all three.
**Required materials for the first meeting are 9x12 or larger mixed media sketch pad, 12” ruler, vinyl eraser, Hb or 2hb pencil. Additional materials discussed at first meeting.**
No previous experience needed.
No class on February 14th.
9351  Fee: $65  Jan 24-Feb 28  5 Sun  1:00 PM-2:30 PM
Israel Lopez

Soap Making
Your bath can become your at-home getaway when you add beautiful and fragrant handmade glycerin soaps. Making these beautiful soaps is easy and enjoyable and expressing your creativity is part of the fun. In this online course, students will create different types of soaps while learning how to use colors, molds, fragrances, essential oil, extract, herbs, and novelties. There will be a virtual discussion on how to make organic, natural or therapeutic soap.
Each participant will receive Zoom class link and ingredient list in their email week before the class. Total online class time is 3 hours.
9388  Fee: $39  Feb 5  1 Fri  2:00 PM-5:00 PM
Quayum Abdul

Jewelry Making: Beginning Wire Wrapping
Learn linking techniques for earrings, bracelets and necklace; how to make jump rings, spacers, charms, and clasps with a particular design. Class will also cover how to attach beads with solderless wire. Bring your ideas & imagination. Ages 16 and up.
**Required tools to use in class: round nose pliers, chain nose pliers & wire cutters.**
9367  Fee: $35  Jan 31  1 Sun  3:30 PM-6:30 PM
Rosy Espinoza

Jewelry Making: Knitting- Beginning
Welcoming both men and women alike, knitting can be used to create garments and patterns of many varieties. You will be introduced to needle and string types, stitching patterns, and how to cast-on, knit, purl stitch and cast-off or finish-off. By end of class have fun garment(s) made by you! See the class description on our website to view material list and where to purchase.
No class on February 14th.
9353  Fee: $65  Blanca Garcia
Jan 24-Feb 28  5 Sun  10:00 AM-12:00 PM
Blanca Garcia

Candle Making
Have you ever wondered how beautiful candles are made? Have you ever wanted to make fragrant, multicolored candles for yourself or friends? In this dynamic online workshop, students will learn virtually how to create unique candles to admire and share for far less than what they cost in stores. Through Zoom, students may be able to complete several candles and learn skills enabling them to continue on their own. Topics include: • Getting started • Types of candles • Candle molds • Adding fragrance and color • Materials and supply sources.
Each participant will receive Zoom class link and ingredient list in their email a week before the class. Total online class time is 3 hours.
9388  Fee: $39  Feb 5  1 Fri  2:00 PM-5:00 PM
Quayum Abdul

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Your bath can become your at-home getaway when you add beautiful and fragrant handmade glycerin soaps. Making these beautiful soaps is easy and enjoyable and expressing your creativity is part of the fun. In this online course, students will create different types of soaps while learning how to use colors, molds, fragrances, essential oil, extract, herbs, and novelties. There will be a virtual discussion on how to make organic, natural or therapeutic soap.
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Quayum Abdul

ALL CLASSES ARE ONLINE!
Self-register online by Jan 17 with code FROSTED21 to get $5 OFF!
Piano/Keyboarding for Adults
Students will learn how to read basic music notes along with practicing and perfecting proper finger and hand coordination. Both classical and popular repertoire will be introduced. Individual instruction is emphasized, students will also gain critical sense of listening notations in pitch and rhythm; discipline in good practice habits with an appreciation of music. Students will choose music comparable to their level. Students must have their own keyboard. No class of February 13th.

BEGINNING

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<td>Alfred Reganyan</td>
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<td>9355</td>
<td>Jan 26-Feb 23</td>
<td>5 Tues</td>
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<td>Alfred Reganyan</td>
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INTERMEDIATE

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<th>Fee</th>
<th>Instructor</th>
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<tr>
<td>9358</td>
<td>Apr 24-May 22</td>
<td>5 Sat</td>
<td>$55</td>
<td>Alfred Reganyan</td>
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Guitar Made Easy (Ages 18+)
Guitar is one of the most played instruments. Learn about the guitar itself, tuning and minor maintenance, and how to play single-note melodies and chords. Class is limited to 15 students. Please have your own acoustic guitar (or an electric guitar with a small amp). Optional suggested reading: Guitar Method 1, 2nd ed. by Schmidt and Kock, ISBN 0-7935-3392. No class on February 13th.

<table>
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<th>Time</th>
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<tr>
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<td>$75</td>
<td>Anthony Baray</td>
<td>11:30 AM-1:30 PM</td>
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Drums for Adults & Teens (Beginner)
Have you ever wanted to play the drums with one of your favorite songs? Whether you are brand new to music or only new to drums, this introductory class will get you started with rhythmic techniques that for styles such as pop, rock, hip-hop, punk, R&B, blues and more! Let's play some drums! Curriculum will be provided. Must have a pair of drumsticks, a drum pad, and a metronome (or metronome app). No class on February 13th.

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Singer’s Workshop (Ages 15+)
Singing skills development including work on vocal technique, breathing, performance skills and developing audience rapport. Topics may include basic ear training, scales, vowels, and learning simple melodies. Each student may perform solo and in a group. No class on February 13th.

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Ukulele - The Easy Way
A beginner’s first stop on the way to a lifelong passion with this charming and beautiful Hawaiian instrument. Learn basic finger positioning, strumming techniques and songs. Class limited to 15 students. Please have your own ukulele. No class on February 13th.

<table>
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Introduction to Music Creation (GarageBand)
Would you like to bring the music that you hear in your head out into the world? This introductory music composition and production course is great for anyone who’s brand new to music and/or production. Musicians who have experience with their instruments but not much with recording are welcome, too. We will capture and develop your sonic ideas using GarageBand, though many of the practices and techniques will apply to any Digital Audio Workstation. Let’s make some music! Must have GarageBand. No class on February 16th.

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ALL CLASSES ARE ONLINE!
Self-register online by Jan 17 with code FROSTED21 to get $5 OFF!

Register Now
323.953.4000 ext 2651

No classes Feb 12-15 • communityservices.lacitycollege.edu •
**Horneo y Decoración de Cupcakes Básico**

Esta es una buena oportunidad para aprender a hornear y decorar deliciosos y atractivos cupcakes de una manera fácil. Podemos hornearlos y regalarlos a nuestros seres queridos.

**Computadora Básica para Principiantes: Parte 1**

Iniciaremos conociendo que es y cuales son los hardware básicos que forman una computadora como la CPU, el monitor, el teclado, y el mouse. Como encender el monitor y la CPU. El uso de estas partes del a computadora, y también como ingresar a cada uno de los iconos del monitor y su uso. Definicion de algunos terminos basicos y utiles en el uso del a computadora. Exploraremos el programa basico para la escritura, copiar, correcion, almacenamiento e impresion de documentos en Word, y el uso del programa de Powerpoint para las presentaciones.

**Crea Tu Propia Página Web**

¿Quieres aprender a diseñar una página web de manera práctica y sencilla. No paso y desde lo más básico a diseñar cualquier sitio web en el que aprenderás paso por paso y un proyecto real con la cual vas a poder trabajar, practicar y aprender durante el taller.

**Computadora Básica para Principiantes: Parte 2**

Continuaremos conociendo algunos hardware como el uso de USB, CD y su utilización como unidades de almacenamiento. Aprenderemos a ingresar al internet, a utilizar los más importantes operadores de búsqueda como Google y Bing, y búsqueda de sitios web de interes. Aprenderemos como abrir un correo electrónico, y a enviar y recibir archivos. Crearemos acceso a las diferentes redes sociales de interés.

**Uso de Tabletas y Celulares Inteligentes**

El único requisito es que el participante tenga para las clases el celular o tableta inteligente con el que quiera trabajar, practicar y aprender durante el taller.

**Lenguaje de Señas Americano**


9340  NIVEL 1  Costo: $55  Kelly Martínez
En 23-feb 27  5 sábados  1:00 PM-2:00 PM

9341  NIVEL 2  Costo: $55  Kelly Martínez
Abil 24-mayo 22  5 sábados  1:00 PM-2:00 PM

¡Regístrese ahora! 
communityservices.lacitycollege.edu

¡Reciba descuento de $5 cuando se registra por la web con el código FROSTED21 antes del 17 de Enero!

¡TODAS LAS CLASES ESTAN EN LÍNEA! ¡Clases para toda la comunidad, con registro fácil y asistencia amigable! 323 953-4000 ext. 2651
LACC Extension has partnered with UGotClass to offer even more great online courses!

Experts in their field design and teach these courses, and are available to promptly answer your questions. This is a multimedia learning experience, with 24/7 access anywhere from the convenience of your computer!

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- Data Science
- Technology Skills
- Human Resources
- Leadership
- Personal Development

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- Online Discussion Areas
- 6 Weeks of Instruction
- Awards of Completion

Our instructors are famous for their ability to create warm and supportive communities of learners, any time day or night.

Online Career Training Programs
- Personal Instructor Assistance
- All Materials and Books are included!
- Certificates of Completion

You can begin these programs at any time and learn at your own pace. Any time of the day or night.

Visit communitieservices.lacitycollege.edu and click “Online Classes”

Click View Catalog or search for your class. Create your account, and pay and check out online.

To access your courses, click on “My Classroom.” Sign in with your email and password.

Want to find out more? Visit communitieservices.lacitycollege.edu and click “Online Courses.”
LEARN SPANISH ONLINE
Espanol

FOR THE WORKPLACE

Spanish

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This course is designed to provide knowledge of workplace Spanish to individuals who serve, or are in contact with, populations whose primary language is Spanish. When you and other English-speaking employees learn some basic words and phrases in Spanish, you’ll show your Spanish-speaking employees that they’re an important part of the team. You’ll also be able to improve communication with customers, vendors, and other Spanish speakers you interact with as part of your job.

MEDICAL TERMINOLOGY

Medical Terminology

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Learn the skills and information necessary to be applied within the field of home care services. IHSS providers get paid to provide services to low-income elderly, blind or disabled individuals, including children, so they may remain safely in their own home. Requirements: Voc. Ed 090CE Voc. Ed. 059CE and Voc. Ed. 230CE to complete the certificate.

IN-HOME SUPPORTIVE SERVICES SKILLS SPRING 2021

In-Home Supportive Services Spanish

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In-Home Supportive Services Korean

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Introduction to Medical Terminology

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REGISTER WITH US BY ZOOM: HTTPS://LACCD.ZOOM.US/MY/LACCNONCREDITZOOM
MEETING ID: LACCNONCREDIT
GET IN TOUCH: 323 953-4000 ext. 2230
www.lacitycollege.edu noncreditadulted@lacitycollege.edu
### GED SCHEDULE WINTER 2021

**GED FREE ONLINE**

LACC Noncredit Program offers free classes to help you prepare for the GED and the HSET. Classes are Open Entry. This winter and spring we offer online class instruction in all test areas and also have computer software, textbooks, and worksheets to complement your study plan. Some classes have Zoom access to talk to your professors scheduled during the morning, afternoon, and evening to accommodate your schedule. Our staff is here to help you pass the GED or the HSET.

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**GED in Spanish (Requirement: Co-enroll in an ESL class)**

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**GED Math**

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### GED SCHEDULE SPRING 2021

**Math College Ready and GED**

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**GED Preparation**

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<td>S</td>
<td>9:00 AM</td>
<td>10:25 AM</td>
<td>0Hr 50Min/Wk</td>
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</tbody>
</table>

**GED Preparation in Spanish (Student must co-enroll in an ESL class)**

<table>
<thead>
<tr>
<th>Class Nbr</th>
<th>Subject</th>
<th>Catalog</th>
<th>Start Date</th>
<th>End Date</th>
<th>Meetings</th>
<th>Mtg Start</th>
<th>Mtg End</th>
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<tr>
<td>22917</td>
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<td>2/8/2021</td>
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<td>TH</td>
<td>9:00 AM</td>
<td>10:10 AM</td>
<td>0Hr 50Min/Wk</td>
</tr>
<tr>
<td>19042</td>
<td>BSICSKL</td>
<td>023CE</td>
<td>2/20/2021</td>
<td>5/29/21</td>
<td>S</td>
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<td>10:25 AM</td>
<td>0Hr 50Min/Wk</td>
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<tr>
<td>22724</td>
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<td>3/20/2021</td>
<td>6/5/21</td>
<td>S</td>
<td>11:30 AM</td>
<td>1:20 PM</td>
<td>1Hr 10Min/Wk</td>
</tr>
</tbody>
</table>

Apply and enroll to online classes by phone:
English/Español: 323-385-6183 or 747-236-3216 or 323-388-4019
Korean: 한국어: 323-389-5171

Register with us by Zoom: https://laccd.zoom.us/my/lacccnoncredit
Zoom Meeting ID: LACCCNONCREDIT

Get in touch: 323 953-4000 ext. 2230
www.lacitycollege.edu
noncreditadulted@laccitycollege.edu
LACC Noncredit Computer courses will provide you with an understanding of the most popular, current technologies used at home and in the workplace. Become computer literate with online hands-on courses while you learn to access, create, save and manage documents, spreadsheets and emails, and use the Internet effectively. Classes will be fully online and are conducted by Zoom and Canvas learning platforms.

### Basic Computer Classes

<table>
<thead>
<tr>
<th>Class Nbr</th>
<th>Subject</th>
<th>Catalog</th>
<th>Start Date</th>
<th>End Date</th>
<th>Meetings</th>
<th>Mtg Start</th>
<th>Mtg End</th>
<th>TBA Time</th>
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<td>1:00 PM</td>
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<td>2/6/2021</td>
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<td>11:50 AM</td>
<td>2Hr 05Min /Wk</td>
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<td>4:15 PM</td>
<td>4Hr 05Min /Wk</td>
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<td>11388</td>
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<td>003CE</td>
<td>1/8/2021</td>
<td>2/6/2021</td>
<td>S</td>
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<td>12:15 PM</td>
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<td>2/6/2021</td>
<td>MTWTH</td>
<td>6:00 PM</td>
<td>8:50 PM</td>
<td>2Hr 05Min /Wk</td>
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### Career Exploration: Workplace Office Administration Skills

<table>
<thead>
<tr>
<th>Class Nbr</th>
<th>Subject</th>
<th>Catalog</th>
<th>Start Date</th>
<th>End Date</th>
<th>Meetings</th>
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<td>MTWTH</td>
<td>12:00 PM</td>
<td>3:10 PM</td>
<td>2Hr 20Min /Wk</td>
</tr>
</tbody>
</table>

**Enroll now!** Learn computer skills that are work transferable. Learn the most popular, current technologies used at home and in the workplace. **Visit our website for a full list of our spring 2021 classes.**

---

**Introduction to the Internet**

<table>
<thead>
<tr>
<th>Class Nbr</th>
<th>Subject</th>
<th>Catalog</th>
<th>Start Date</th>
<th>End Date</th>
<th>Day(s)</th>
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<th>TBA Time</th>
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<td>6/7/2021</td>
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**Career Exploration: Workplace Office Administration Skills**

<table>
<thead>
<tr>
<th>Class Nbr</th>
<th>Subject</th>
<th>Catalog</th>
<th>Start Date</th>
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<td>6/7/2021</td>
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<td>11:20AM</td>
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**Intro to Multimedia Presentations**

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<thead>
<tr>
<th>Class Nbr</th>
<th>Subject</th>
<th>Catalog</th>
<th>Start Date</th>
<th>End Date</th>
<th>Day(s)</th>
<th>Mtg Time</th>
<th>TBA Time</th>
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</thead>
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**Introduction to Spreadsheets**

<table>
<thead>
<tr>
<th>Class Nbr</th>
<th>Subject</th>
<th>Catalog</th>
<th>Start Date</th>
<th>End Date</th>
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<th>Mtg Time</th>
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<td>104CE</td>
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<td>6/5/2021</td>
<td>T</td>
<td>6:00PM</td>
<td>8:10PM</td>
</tr>
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</table>
Noncredit & Adult Education

ENGLISH AS A SECOND LANGUAGE

Students will develop listening, speaking, reading and writing skills in preparation to enter college credit courses or beginning level for students that are new to the English language. There are three ESL levels: beginning, intermediate, and high. Specialized skills classes: conversation, computer basics for ESL students, citizenship, and classes for older adults. Visit our website for a full list of our spring 2021 classes.

ESL LEVEL 1-2
Beginning ESL and Preparation to transition to credit classes

ESL LEVELS 030, 031, 032, 033
ESL levels 0-3, transition ESL, and Civics Preparation

CITIZENSHIP CLASSES
Classes to prepare you for the US Naturalization Process: Test and Interview Preparation

In these classes students will learn about the important reasons to become a U.S. citizen and paths to citizenship. Also, find information about the naturalization process and what you need to know about the naturalization interview and test. Visit our website for a full list of our spring 2021 classes.

CITIZENSHIP CLASSES

Developing strong spoken English language skills may increase your opportunity to move into a new career. Take the time to invest and improve your conversation skills. Improve your listening comprehension of English and increase your ability to be understood, using conversational American English speech. Visit our website for a full list of our spring 2021 classes.

CONVERSATION

REGISTER WITH US BY ZOOM:
HTTPS://LACCD.ZOOM.US/MY/LACCNONCREDIT
ZOOM MEETING ID: LACCNONCREDIT

GET IN TOUCH: 323 953-4000 ext. 2230
www.lacitycollege.edu
noncreditadulted@lacitycollege.edu
LACC Extension Helpful Info & Policies

**Class Cancellations**
The State of California mandates that LACC Extension programs be entirely self-supporting. This means that from time to time, we have to cancel a class that does not have enough enrollments. Classes canceled by us are eligible for full refunds and students may always opt to transfer their payment toward another class. Help us avoid cancellations and guarantee your spot – register early and register a friend! Refunds are processed as quickly as possible. Refunds for cash payments may require up to 30 working days.

**Authorized Registrant**
Attendance at/within a LACC Extension offering is limited to paid/registered students, unless otherwise specifically authorized in the offering description or by the instructor. Instructors and LACC personnel reserve the right to bar/expel unauthorized persons or guests of registered students. Any person deemed to be disruptive to the class or a safety hazard may be subject to discipline or legal action pursuant to LACC/LACCD rules/regulations.

**Classroom Material Fees**
Please be aware that some LACC Extension classes have material fees (for handouts/supplies) required by the instructor. Material fees are always optional. However should you choose not to purchase supplies or materials, your participation in the class may be limited.

**Refunds & Transfers: Choose your classes carefully!**
All requests for refunds must be in writing at least two days before the start of class and are subject to a $10 cancellation fee per class. Because enrollment numbers determine whether a class is canceled, there are no refunds nor transfer requests made after the 2-day-prior-to-class starting mark. Partial credits for future use may be available minus a processing fee at our discretion. There are no refunds for credit vouchers or after a class begins.

We are a nonprofit organization, funded separately from the college entirely by our own class fees and donations with a goal of keeping classes affordable.

**Contact Us**

- **Office Hours:**
  - Monday through Friday: 9:00 a.m. - 5:30 p.m.
  - Saturdays: 9:00 a.m. - 3:00 p.m.

- **Phone:** 323.953.4000 x-2651
- **Email:** comsvcs@lacitycollege.edu
- **Address:** Economic Workforce Development Building
  - 840 N. Heliotrope Dr.
  - Los Angeles, CA 90029

**Grades, Certificates, Awards of Completion & Attendance**
LACC Extension class offerings are not-for-credit. We do not maintain grades or transcripts and do not grant degrees or certificates as defined by the California Education Code and Title V of the CA Code of Regulations.

Students may request an Award of Completion for any LACC Extension class for just $10. Students must have 90% or better attendance to be eligible.

LACC Extension and Los Angeles City College do not certify quality of work done nor competencies gained within our offerings unless specifically delineated. Some offerings lead to separate certification of competency or offer credentials from entities separate from LACC and the LACCD, and are specifically noted.

**Room Assignments**
Due to ongoing construction, campus renovations, and other factors, LACC Extension has limited access to facilities. Rooms will typically be assigned by the college 1-2 days prior to the start of class. We appreciate your patience and will notify students via the phone and/or email information provided at registration as soon as possible. To aid us in this process, we appreciate a valid email address and local area code phone number on file with your account.

**Credits & Electronic Vouchers**
Electronic Vouchers or Credits may be granted to students in lieu of refunds or for other purposes. These vouchers are non-refundable and must be used within 365 days of issuance. Electronic Gift Cards purchased by students do not expire.

**Physical Activity**
Some LACC Extension offerings require a degree of physical activity and capability. All participants should check with their physician prior to beginning a new activity.

No classes Feb 12-15

communityservices.lacitycollege.edu
**CAREERS IN HOSPITALITY**

**HOSPITALITY TRAINING CERTIFICATE PROGRAMS**

The Banquet & Restaurant Server Certificate of Completion provides knowledge and practical skills training for students preparing for employment in the hospitality food service industry. Courses cover kitchen and dining room skills and etiquette, customer service, and communication skills.

<table>
<thead>
<tr>
<th>Class Nr</th>
<th>Subject</th>
<th>Catalog</th>
<th>Start Date</th>
<th>End Date</th>
<th>Meetings</th>
<th>Mtg Start</th>
<th>Mtg End</th>
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<td>5/23/2021</td>
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<td>8:20PM</td>
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<td>Valencia, Sandra</td>
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</table>

Students who complete required courses are eligible to take the American Hotel & Lodging Association (AHLA) certificate exam.

**ENTREPRENEURSHIP**

Do you have a new business or social enterprise idea? This program helps you develop a plan while strengthening your entrepreneurial thinking and understanding of business concepts, strategies, and technology to plan, develop and operate a business.

Goals and outcomes:
- Apply entrepreneurship and customer service concepts to analyze and improve various business ideas.
- Develop a business plan, marketing strategies, and measure business success.

**CERTIFICATE OF COMPLETION IN ENTREPRENEURSHIP SKILLS**

<table>
<thead>
<tr>
<th>Class Nr</th>
<th>Subject</th>
<th>Catalog</th>
<th>Start Date</th>
<th>End Date</th>
<th>Meetings</th>
<th>Mtg Start</th>
<th>Mtg End</th>
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<td>Yalamova, Vania</td>
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</tbody>
</table>

**APPLY ONLINE AT LACITYCOLLEGE.EDU**

OR ZOOM HTTPS://LACCD.ZOOM.US/MY/LACCNONCREDIT

@laccnoncredit01

@laccjobprep
Get 2021 off to a great start with one of LACC Extension’s new and exciting classes

Intro to Television Production p.10
Spanish for Medical Professionals p.11
Fasting for Longevity p.14
Find Your Life’s Purpose p.14
Develop Your Personal Style p.15
5-Step Guide to Organizing Your Life & Money p.15
Let’s Get Organized: A Master Class in Organizing Your Life p.15
Homemade Protein Bars p.16
Essential Soups p.16
Knife Skills p.16
Drums for Adults & Teens p.19
Introduction to Music Creation (GarageBand) p.19
Lenguaje de Señas Americano p.19