Continuing Education

Career Training
Music School
Personal Enrichment
Teen Classes
Workforce Training
ESL | HSE

Registration Hotline: (845) 431-8910
sunydutchess.edu/cfweb
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Get the skills employers demand with the convenience that you demand.

Online Training

Our online training option brings 21st century learning taught by expert instructors right to your living room.

With classes from Ed2Go, ProTrain Online, E Classes/American Management Association, you’re sure to find the exact training you need to thrive in today’s competitive workforce. Best of all, it’s convenient enough to fit your tight schedule!

To get started, visit: sunydutchess.edu/continuingeducation/continuinged/onlinecourses/

Some of the many classes available …

- Administrative Professional with Microsoft Office Specialist 2010
- Grant Writing
- Microsoft Office Specialist 2010 Certification Training
- Paralegal
- Medical Billing and Coding
- Medical Transcription + Medical Terminology
- Administrative Medical Specialist with Medical Billing and Coding
- CompTIA™ A+ Certification Training
- Digital Arts Certificate
- Web Design Certificate
- Speed Spanish
- Writing Essentials
- Keys to Effective Communication
- Introduction to Networking
- Get Assertive!
- Introduction to C++ Programming
- Start Your Own Small Business
- Certificate in Gerontology
- Certificate for the Administrative Assistant
- Certificate in Human Resources Management
- Certificate in General Management
- Business Writing: When English is a Second Language
- How to Write a Marketing Plan
- Successful Negotiating

For questions about online training, contact Lynette Patrice at (845) 431-8913 or patrice@sunydutchess.edu.

How To Read the Schedule

<table>
<thead>
<tr>
<th>CRN</th>
<th>Section #</th>
<th>Time</th>
<th>(Day) Date</th>
<th>Location</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>5234</td>
<td>10</td>
<td>10:00 a.m. - 12:00 p.m.</td>
<td>(S) 9/27</td>
<td>DCC</td>
<td>B Golden</td>
<td>$36</td>
</tr>
</tbody>
</table>

Day Code

M = Monday, T = Tuesday, W = Wednesday, R = Thursday, F = Friday, S = Saturday, U = Sunday

Course Locations

<table>
<thead>
<tr>
<th>Section #</th>
<th>Abbreviations and Addresses</th>
</tr>
</thead>
<tbody>
<tr>
<td>10s</td>
<td>DCC, Main Campus, 53 Pendell Road, Poughkeepsie</td>
</tr>
<tr>
<td>90s</td>
<td>DS, Dutchess South, Hollowbrook Office Park</td>
</tr>
<tr>
<td></td>
<td>31 Marshall Road, Building 4, Wappingers Falls</td>
</tr>
</tbody>
</table>
Computer Skills

CST004 PC SAMPLER
This instructor-led beginner course is for students who want to explore the workings of the computer in a non-technical language. Topics to be covered are basic Windows function, basic software including word processing, spreadsheets, database and an introduction to the Internet. (24 Hours)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5042</td>
<td>CST004 PC</td>
<td></td>
<td>11</td>
<td>9:00 a.m. - 12:00 p.m.</td>
<td>5042</td>
</tr>
<tr>
<td></td>
<td>SAMPLER</td>
<td></td>
<td>(S) 9/20-11/8</td>
<td>DCC</td>
<td>$40</td>
</tr>
<tr>
<td>5043</td>
<td></td>
<td></td>
<td>90</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(MW) 9/15-10/8</td>
</tr>
</tbody>
</table>

CST005 ESL BASIC COMPUTERS
This course addresses computer deficiencies in basic skills of adult learners functioning in the workplace or in the community and for whom English is a second language. This instructor-led course is for students who want to explore the computer in a non-technical language and for those who want to learn communicative competence.

Los estudiantes aprenderán información básica acerca de la partes de las computadoras. Se les dará una introducción a Windows, como usar el “mouse”, como abrir y crear archivos, como copiar, cortar y pegar, guardar información y archivos en una memoria flash USB, el uso básico del internet (la red), y cómo crear y tener acceso a un correo electrónico. (24 Hours)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5044</td>
<td>CST005 ESL</td>
<td></td>
<td>10</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(F) 9/19-11/7</td>
</tr>
</tbody>
</table>

CST617 PROGRAMMING USING JAVA
For those with little or no experience in programming, learn how to write object-oriented programs using Java. Programming fundamentals are examined using predefined objects supplied by the language—develop your own programs using object-oriented methodology. Syntax and application of concepts to real-world programming, proper object-oriented design practices, variables and constants, selection and repetition statements, non-numerical data types, arrays, inheritance and case studies covered. (30 Hours) No class 11/26.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5045</td>
<td>CST617</td>
<td></td>
<td>90</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(MW) 11/17-12/22</td>
</tr>
</tbody>
</table>

CST706 QUICKBOOKS 2013
Quickbooks is a complete business bookkeeping system capable of handling invoicing, accounts receivable and accounts payable. Students will be introduced to all these features and many more. Prerequisite: a working knowledge of bookkeeping is advisied. (18 Hours)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5046</td>
<td>CST706</td>
<td></td>
<td>90</td>
<td>1:00 p.m. - 4:00 p.m.</td>
<td>(TF) 10/7-10/24</td>
</tr>
</tbody>
</table>

Microsoft Office Series

CST129 WORD BASIC 2010
Learn to use the standard word processor to create and edit documents. Topics include exploring Word tools and menus, copying, pasting, using the Office clipboard, formatting basics, creating headers and footers, working with margins and page layout and using proofing tools. (15 Hours)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5047</td>
<td>CST129</td>
<td></td>
<td>10</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(MW) 9/15-9/29</td>
</tr>
</tbody>
</table>

CST202 BASIC ACCESS 2010
Learn to use Access’ powerful data management tools. Topics include: database concepts and terminology, exploring Access tools and menus, navigation, entering and editing records, creating and modifying tables, working with filtering and sorting options, creating and modifying simple queries, using and modifying forms, planning and creating reports, and exploring modifying field types and relationships. (15 Hours)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5048</td>
<td>CST202</td>
<td></td>
<td>10</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(TR) 10/21-11/4</td>
</tr>
</tbody>
</table>

CST320 EXCEL BASIC 2010
Learn how to use Excel worksheets and workbooks for a variety of business functions. Topics include: exploring Excel tools and menus, creating and editing worksheets and workbooks, moving and copying data, using formulas and functions, formatting worksheets, charting basics and printing options. (15 Hours) No class 10/13.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5049</td>
<td>CST320</td>
<td></td>
<td>10</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(MW) 10/1-10/20</td>
</tr>
</tbody>
</table>

CST321 EXCEL INTERMEDIATE 2010
Learn how to enhance Excel skills by customizing options, toolbars and menus, working with multiple worksheets and workbooks, linking worksheets and workbooks, linking worksheets, editing display options, filtering and sorting lists, exploring advanced charting and formatting options, and creating and managing templates. (15 Hours)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5050</td>
<td>CST321</td>
<td></td>
<td>10</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(MW) 10/22-11/5</td>
</tr>
</tbody>
</table>

CST616 INTRO TO POWERPOINT
Learn to create business presentations with PowerPoint design tools. Topics include: exploring PowerPoint tools and menus, creating, editing and viewing presentations, using the auto content wizard, adding side headers and footers, using proofing tools, formatting text drawing and modifying objects, aligning and grouping objects, enhancing presentations with graphics charts and automation, and using PowerPoint masters. (9 Hours)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5051</td>
<td>CST616</td>
<td></td>
<td>10</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(MW) 11/12-11/19</td>
</tr>
</tbody>
</table>
Adobe Design

CST812 PHOTOSHOP FOR NOVICES
Learn the basics of how to manipulate and modify images using the many powerful tools and pallets Photoshop has to offer. Students should have a basic understanding and ability to navigate by the end of the course. (18 Hours)
5052  10  6:00 p.m. - 9:00 p.m.
(TR) 11/6-11/25 DCC $225

CST813 PHOTOSHOP II
This course is intended as a follow-up to the Photoshop for Novices course. It is intended to advance the student’s techniques for manipulating image art in a digital format. (9 Hours)
5053  10  6:00 p.m. - 9:00 p.m.
(TR) 12/2-12/9 DCC $154

CST820 ADOBE INDESIGN I
An introduction of the basic logic and understanding of the program’s work area will prepare students to create business cards, posters and a tri-fold brochure by the end of the course.
5054  10  6:00 p.m. - 9:00 p.m.
(TR) 9/16-10/2 DCC $235

CST821 ADOBE INDESIGN II
Continue learning InDesign’s powerful capability as we cover in-depth use of the control panel, styles, book creation, TOC nesting objects and styles, GREP, tables and more. Prerequisite: InDesign 1 or basic program knowledge—at instructor’s discretion. Required text: “InDesign CS5: Visual Quickstart Guide” by Cohen available at DCC Bookstore. (12 Hours)
5055  10  6:00 p.m.-9:00 p.m.
(TR) 10/7-10/16 DCC $91

Web Design


CST038 DREAMWEAVER LEVEL I
Explore the industry-leading web authorizing software. Build a sample page using CSS (Cascading Style Sheets) for styling and layout. Work with text, lists, Spry widgets, tables and images. Navigate a site internally and externally using links, image links, navigation bars and tabbed panels. (12 Hours)
5056  90  6:00 p.m.-9:00 p.m.
(MW) 10/20-10/29 DS $180

CST034 DREAMWEAVER LEVEL 2
Explore techniques for interactivity using behaviors and events. Collect information using forms. Understand the CSS box model and the use of <div> tags. Insert a Flash file. Work with site management using templates, library items and publish a site to the web. (12 Hours)
5057  90  6:00 p.m.-9:00 p.m.
(MW) 11/3-11/12 DS $180

CST830 APPLES APPLES EVERYWHERE
Get the most out of your iPhone, iPad or iPod. Create and manage synchronized calendars, to-do lists, keep up with family members, use as an entertainment portal for your favorite television shows, movies, books and games as well as track social networks like Facebook and Twitter. (10 Hours)
5058  10  12:30 p.m. - 2:30 p.m.
(S) 9/20-10/18 DS $99
5059  90  6:30 p.m. - 8:30 p.m.
(TR) 9/16-9/30 DS $99

CST840 WORDPRESS
WordPress is a free blogging and website development tool. It currently is the most popular blogging system in use and manages a quarter of all new websites. Learn about themes, plugins, posts, photos and videos and backing up your site. Learn by building and developing your first blog site. (6 Hours)
5060  90  9:00 a.m.-12:00 p.m.
(WF) 10/15-10/17 DS $60
**VOC666 MEDICAL BILLING AND CODING PROGRAM**

This comprehensive course covers solving insurance and billing issues, manually filing claims, completing forms, tracing delinquent claims and appealing denied claims. The course highlights CPT, specialty fields, ICD-9 and basic claims processes. Learn how to find codes using coding manuals, (CPT, ICD-9 and HCPCS). After obtaining the suggested work experience (6 months to 2 years), students who complete this course could be qualified to sit for the American Academy of Professional Coders (AAPC) - Certified Professional Coder Exam (CPC or CPC-H Apprentice); the American Health Information Management Association (AHIMA) Certified Coding Associate (CCA) exam; and/or other National Certification Exams. Textbooks are included. Saturdays 11/1 and 11/22 from 9 a.m.-3 p.m. (80 Hours)  
5061  10  6:00 p.m. - 9:30 p.m.  (MWS) 10/6-12/15  DCC  $1,799

**NEW AND EXPANDED**

**VOC667 MEDICAL CODING FOR CERTIFIED PROFESSIONAL CODER**

If you are a Physician-Based Medical Coder or Certified Professional Coder (CPC), you will prepare for the American Association of Professional Coders (AAPC) CPC exam covering up-to-date CPT, ICD-9-CM Volumes 1 & 2, and HCPCS Level II coding information in addition to expanding knowledge of assigning correct procedure and diagnosis codes. If you are an Outpatient Hospital Professional Coder (CPC-H), you will also learn coding fundamentals including CPT, ICD-9-CM Volumes 1, 2 and 3 and HCPCS Level II coding along with OPPS—the payment method currently used by most hospitals. We recommend students have at least 2 years’ experience or an Associate’s Degree prior to registering for this course. Students will need to maintain a current membership with the AAPC. New members must submit membership payment [$125] with examination application [$300]. Renewing members must have a current membership at the time of submission and when exam results are released. (112 Hours)  
For an updated listing of required textbooks, call registration at (845) 431-8910.  
Exam is scheduled for 1/17/15 at Dutchess Community College.  
For more information: www.aapc.com  
This class meets 6 p.m.-10 p.m. on Tuesdays and 9 a.m.-1 p.m. on Saturdays  
5062  10  6:00 p.m.- 10:00 p.m.  (TS) 9/16-1/14  DCC  V Pregnon  $1,400

**VOC754 EKG TECHNICIAN CERTIFICATION**

Prepare to function as an EKG Technician and to take the ASPT - Electrocardiograph (EKG) Technician exam. This course includes important practice and background information on anatomy and physiology of the heart, medical disease processes, medical terminology, legal aspects of patient contact, electrocardiography and stress testing. Additionally, students will practice with EKG equipment and perform hands-on labs including the function and proper use of the EKG machine, the normal anatomy of the chest wall for proper lead placement, 12-lead placement and other clinical practices. Textbooks are included. (50 Hours)  
5063  10  6:00 p.m. - 9:30 p.m.  (MW) 10/6-11/24  DCC  $999

Call Community Services at 431-8910 for payment plan details.
“The Pharmacy Technician Program helped me quickly find a job, I was hired the same week I completed my externship!”

– Nikoletta Weisz

VOC755 PHARMACY TECHNICIAN PROGRAM
Prepare to work in the pharmacy field and for the Pharmacy Technician Certification Board’s PTCB exam. Technicians work in hospitals, home infusion and community pharmacies, and other settings. Also covered: pharmacy-specific medical terminology, reading and interpreting prescriptions and defining drugs by generic and brand names. Students will learn dosage calculations, I.V. flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control and billing and reimbursement. A Pharmacy Technician should possess a high school diploma or equivalency and have strong math skills.

Textbooks included, certification exam is $129 and is not included in tuition. (50 Hours)

5064 10 6:00 p.m. - 9:30 p.m. (TR) 10/7-11/25 DCC $999

Externship Option
An 80-hour externship at a local pharmacy will be available for students who are recommended by the instructor and complete additional skills-training requirements upon conclusion of the course. Dates and times will vary depending on location and availability.

5065 70E Times Dates & Locations Vary $99

VOC757 PHYSICIANS MEDICAL OFFICE ASSISTANT
Prepare for many of the administrative and clerical positions in health care by learning the foundational skills which include interpersonal skills, medical ethics and law, medical terminology, basics of insurance billing and coding, telephone techniques, scheduling appointments, medical records management and management of practice finances. This program is intended to provide students with a well-rounded introduction to medical administration - necessary skills required to obtain an administrative medical assistant position. This program meets the necessary requirements to prepare students for the National Healthcareer Association (NHA) - Certified Medical Administrative Assistant (CMAA) exam. Textbooks are included. (50 Hours)

5066 10 6:00 p.m. - 9:30 p.m. (TR) 10/7-11/25 DCC $999

EMT

EMT101 EMT B ORIGINAL
This intensive 220-hour program is designed to train individuals to provide basic life support in the pre-hospital setting as a New York State Certified Emergency Medical Technician - Basic. Required text: “Emergency Care and Transportation of the Sick and Injured” by Jones and Bartlett, 10th edition. Text is available at the DCC Bookstore. Four Saturday classes from 8 a.m. to 4 p.m. to be announced in class.

Location 1619 Main St., Pleasant Valley, NY 12569 (220 Hours)

5067 70 6:00 p.m.-10:00 p.m. (WR) 9/10 - 12/18 PV B Mackey $700

EMT102 EMT REFRESHER
The EMT Refresher course is designed to review and update the EMT in psychomotor and cognitive knowledge to current 2009 NHTSA standards for EMT-B. The program incorporates a challenge mechanism allowing those who can demonstrate competency to be exempted from the remedial sessions of the refresher program. Persons successfully completing the entire challenge program will be qualified to sit for the NYS Certification exam without attending additional sessions. (75 Hours)

Prerequisites: Student previously must be, but not necessarily currently, certified as a NYS EMT. Students are not considered registered until full payments are made. You must register before the start of classes.

Textbook: “Refresher Emergency Care and Transportation of the Sick and Injured” Jones and Bartlett, 2nd edition. Text is available at the DCC Bookstore.

5068 90 6:30 p.m.-9:30 p.m. (MW) 9/10 - 12/18 DS J Boyle $335
CAREER TRAINING

Basic Life Support

Any NYS Emergency Medical Technician-Basic participating in the New York State Continuing Medical Education Program is required to obtain core content curriculum instructed by a NYS Certified Instructor Coordinator. The following are the Basic Life Support (BLS) core content curriculum classes that meet the NYS requirements. Registration for these classes also is open to anyone interested in gaining knowledge in the topic area.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Days</th>
<th>Start Time</th>
<th>End Time</th>
<th>Notes</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>BLS102</td>
<td>BLS PREPARATORY (3 Hours)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>9:30 p.m.</td>
<td>DS</td>
<td>$39</td>
</tr>
<tr>
<td>BLS104</td>
<td>BLS AIRWAY (3 Hours)</td>
<td>(W)</td>
<td>6:30 p.m.</td>
<td>9:30 p.m.</td>
<td>DS</td>
<td>$39</td>
</tr>
<tr>
<td>BLS106</td>
<td>PATIENT ASSESSMENT (1 Hour)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>7:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS108</td>
<td>BLS FOR MEDICAL AND PHARMACOLOGY (1 Hour)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>7:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS110</td>
<td>BLS MEDICAL AND RESPIRATORY (1 Hour)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>7:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS112</td>
<td>MEDICAL CARDIOVASCULAR (1 Hour)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>9:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS114</td>
<td>BLS MEDICAL DIABETES AMS (1 Hour)</td>
<td>(W)</td>
<td>6:30 p.m.</td>
<td>7:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS116</td>
<td>BLS MEDICAL ALLERGIES (1 Hour)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>7:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS118</td>
<td>BLS MEDICAL POISONING OD (1 Hour)</td>
<td>(W)</td>
<td>6:30 p.m.</td>
<td>7:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS120</td>
<td>BLS MEDICAL ENVIRONMENTAL (1 Hour)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>7:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS122</td>
<td>BLS MEDICAL BEHAVIORAL (1 Hour)</td>
<td>(W)</td>
<td>6:30 p.m.</td>
<td>7:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS124</td>
<td>BLS TRAUMA (3 Hours)</td>
<td>(W)</td>
<td>6:30 p.m.</td>
<td>9:30 p.m.</td>
<td>DS</td>
<td>$39</td>
</tr>
<tr>
<td>BLS126</td>
<td>BLS MEDICAL OBSTETRICS GYNECOLOGY (3 Hours)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>9:30 p.m.</td>
<td>DS</td>
<td>$39</td>
</tr>
<tr>
<td>BLS128</td>
<td>BLS INFANTS AND CHILDREN (2 Hours)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>9:30 p.m.</td>
<td>DS</td>
<td>$26</td>
</tr>
<tr>
<td>BLS130</td>
<td>BASIC LIFE SUPPORT OPERATIONS (3 Hours)</td>
<td>(W)</td>
<td>6:30 p.m.</td>
<td>9:30 p.m.</td>
<td>DS</td>
<td>$39</td>
</tr>
<tr>
<td>BLS132</td>
<td>BLS MEDICAL SEIZURES (1 Hour)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>9:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS171</td>
<td>ANATOMY AND PHYSIOLOGY (1 Hour)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>9:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS172</td>
<td>MEDICAL TERMINOLOGY (1 Hour)</td>
<td>(M)</td>
<td>6:30 p.m.</td>
<td>9:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>BLS174</td>
<td>BLS MEDICAL LIFE SPAN DEVELOPMENT (1 Hour)</td>
<td>(W)</td>
<td>6:30 p.m.</td>
<td>9:30 p.m.</td>
<td>DS</td>
<td>$13</td>
</tr>
</tbody>
</table>

EMT104 PARAMEDIC REFRESHER

Designed to function in the challenge format or as a full refresher. Successful completion will lead to recertification through the New York State Department of Health. The program enriches the 2009 US DOT National Standard Curriculum and involves cognitive and psychomotor skills training in advanced pre-hospital care. To successfully complete, students must take either the challenge examinations or attend the full refresher. Failure to achieve a passing grade on any section of the challenge exam will require attendance at the appropriate class sessions identified in the student’s individual learning contract.

Two Monday classes on 5/12 and 5/19, the rest of the classes are on Tuesdays. (60 Hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Days</th>
<th>Start Time</th>
<th>End Time</th>
<th>Notes</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>5087</td>
<td>EMT104 REFRESHER</td>
<td>(W)</td>
<td>10:00 a.m.</td>
<td>2:00 p.m.</td>
<td>DS</td>
<td>$700</td>
</tr>
</tbody>
</table>
Advanced Life Support

Any NYS Emergency Medical Technician - Paramedic participating in the New York State Continuing Medical Education Program is required to obtain core content curriculum instructed by a NYS Certified Instructor/Coordinator. The following are the Advanced Life Support core content curriculum classes that meet the NYS requirements. Registration for these classes also is open to anyone interested in gaining knowledge in the topic area.

<table>
<thead>
<tr>
<th>Class Code</th>
<th>Title</th>
<th>Location</th>
<th>Date</th>
<th>Time</th>
<th>Instructor</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALS101</td>
<td>PREPARATORY</td>
<td>5090 90</td>
<td>10:00 a.m. - 2:00 p.m.</td>
<td>(T) 9/16</td>
<td>DS</td>
<td>$52</td>
</tr>
<tr>
<td>ALS103</td>
<td>ALS ADVANCED AIRWAY MANAGEMENT</td>
<td>5092 90</td>
<td>10:00 a.m. - 2:00 p.m.</td>
<td>(T) 9/30</td>
<td>DS</td>
<td>$52</td>
</tr>
<tr>
<td>ALS105</td>
<td>TRAUMA</td>
<td>5094 90</td>
<td>12:00 p.m. - 2:00 p.m.</td>
<td>(T) 10/7</td>
<td>DS</td>
<td>$52</td>
</tr>
<tr>
<td>ALS107</td>
<td>MEDICAL PULMONOLOGY</td>
<td>5097 90</td>
<td>10:00 a.m. - 12:00 p.m.</td>
<td>(T) 10/28</td>
<td>DS</td>
<td>$26</td>
</tr>
<tr>
<td>ALS109</td>
<td>ADV MEDICAL CARDIOLOGY</td>
<td>5098 90</td>
<td>12:00 p.m. - 2:00 p.m.</td>
<td>(T) 10/28</td>
<td>DS</td>
<td>$26</td>
</tr>
<tr>
<td>ALS111</td>
<td>MEDICAL NEUROLOGY</td>
<td>5099 91</td>
<td>10:00 a.m. - 12:00 p.m.</td>
<td>(T) 11/4</td>
<td>DS</td>
<td>$26</td>
</tr>
<tr>
<td>ALS113</td>
<td>MEDICAL ENDOCRINOLOGY</td>
<td>5100 90</td>
<td>12:00 p.m. - 1:00 p.m.</td>
<td>(T) 11/4</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>ALS115</td>
<td>MEDICAL ALLERGIES AND ANAPHYLAXIS</td>
<td>5101 90</td>
<td>1:00 p.m. - 2:00 p.m.</td>
<td>(T) 11/11</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>ALS117</td>
<td>MEDICAL GASTROENTEROLOGY UROLOGY</td>
<td>5102 90</td>
<td>10:00 a.m. - 11:00 a.m.</td>
<td>(T) 11/11</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>ALS121</td>
<td>MEDICAL TOXICOLOGY</td>
<td>5103 90</td>
<td>11:00 a.m. - 12:00 p.m.</td>
<td>(T) 11/11</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>ALS123</td>
<td>MEDICAL HEMATOLOGY</td>
<td>5104 90</td>
<td>12:00 p.m. - 1:00 p.m.</td>
<td>(T) 11/11</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>ALS125</td>
<td>MEDICAL ENVIRONMENTAL</td>
<td>5105 90</td>
<td>1:00 p.m. - 2:00 p.m.</td>
<td>(T) 11/11</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>ALS127</td>
<td>MEDICAL INFECTIOUS AND COMMUNICABLE</td>
<td>5106 90</td>
<td>10:00 a.m. - 11:00 a.m.</td>
<td>(T) 11/18</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>ALS129</td>
<td>MEDICAL BEHAVIORAL</td>
<td>5107 90</td>
<td>11:00 a.m. - 12:00 p.m.</td>
<td>(T) 11/18</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>ALS131</td>
<td>SPECIAL CONSIDERATIONS NEONATOLOGY</td>
<td>5108 90</td>
<td>12:00 p.m. - 1:00 p.m.</td>
<td>(T) 11/18</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>ALS133</td>
<td>SPECIAL CONSIDERATIONS PEDIATRICS</td>
<td>5109 90</td>
<td>1:00 p.m. - 2:00 p.m.</td>
<td>(T) 11/25</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>ALS135</td>
<td>SPECIAL CONSIDERATIONS ABUSE AND ASSAULT</td>
<td>5110 90</td>
<td>10:00 a.m. - 12:00 p.m.</td>
<td>(T) 12/2</td>
<td>DS</td>
<td>$26</td>
</tr>
<tr>
<td>ALS137</td>
<td>SPECIAL CONSIDERATIONS CHRONIC CARE</td>
<td>5111 90</td>
<td>1:00 p.m. - 2:00 p.m.</td>
<td>(T) 11/18</td>
<td>DS</td>
<td>$13</td>
</tr>
<tr>
<td>ALS139</td>
<td>OPERATIONS</td>
<td>5112 90</td>
<td>12:00 p.m. - 2:00 p.m.</td>
<td>(T) 12/2</td>
<td>DS</td>
<td>$26</td>
</tr>
<tr>
<td>ALS141</td>
<td>MEDICAL OBSTETRICS AND GYNECOLOGY</td>
<td>5113 90</td>
<td>12:00 p.m. - 2:00 p.m.</td>
<td>(T) 9/23</td>
<td>DS</td>
<td>$26</td>
</tr>
<tr>
<td>ALS146</td>
<td>ADVANCED LIFE SUPPORT</td>
<td>5114 90</td>
<td>10:00 a.m. - 1:00 p.m.</td>
<td>(T) 11/25</td>
<td>DS</td>
<td>$39</td>
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<tr>
<td>ALS147</td>
<td>ADVANCED LIFE SUPPORT</td>
<td>5115 90</td>
<td>10:00 a.m. - 2:00 p.m.</td>
<td>(M) 8/26</td>
<td>DS</td>
<td>$52</td>
</tr>
<tr>
<td>ALS148</td>
<td>ADVANCED LIFE SUPPORT</td>
<td>5116 90</td>
<td>10:00 a.m. - 1:00 p.m.</td>
<td>(T) 9/2</td>
<td>DS</td>
<td>$52</td>
</tr>
</tbody>
</table>
EMS Continuing Education

PRH051 PRE-HOSPITAL TRAUMA LIFE SUPPORT
The Pre-hospital Trauma Life Support (PHTLS) course is a unique continuing education program created in recognition of the real need in Emergency Medical Services education for additional training in the handling of trauma patients. This indispensable program is designed to enhance and increase knowledge and skills in delivering critical care in the pre-hospital environment. Designed for all provider levels. (16 Hours)
5117  8:00 a.m.- 5:00 p.m.  (W) 11/5 & 11/12  DS $165

PRH065 SKILLS FOR PRE-HOSPITAL PROVIDERS
The need to maintain proficiency in skills for the pre-hospital provider is a must. This open session will allow practice and CME proficiency verification at both the BLS and ALS levels. (4 Hours)
5118  6:00 p.m.- 10:00 p.m.  (T) 12/9  DS $35

PRH076 WEAPONS OF MASS DESTRUCTION
This is a Department of Homeland Security WMD Awareness Certification Course. It will cover a broad overview of responding to chemical, biological, radiological, nuclear and explosive incidents. Discussion will include various aspects of the local, state and federal response as well as a brief threat analysis of the current political situation. (3 Hours)
5119  6:00 p.m.- 9:00 p.m.  (T) 11/18  DS $45

PRH078 SPECIAL CONSIDERATIONS FOR THE ELDERLY PATIENT
Aging and the gradual decline of biological functions varies widely from one individual to another. The aging process is more complicated when considering changes in organ functions that occur at different rates. This class will help differentiate some of the normal age-related changes from the abnormal changes. We also will discuss some of the most common physiological changes associated with aging and the implications of these changes to the quality of EMS care provided to the elderly - one of the fastest-growing segments of our population. (3 Hours)
5120  6:00 p.m.-9:00 p.m.  (R) 10/23  DS $35

PRH511 AMLS ADVANCED MEDICAL LIFE SUPPORT
The Advanced Medical Life Support (AMLS) course is a continuing education program designed to present pre-hospital providers with a standardized approach to adult medical emergencies. This course will introduce providers to a practical, complaint-based assessment method, enhance their ability to develop an accurate field impression and review effective management plans for most major medical emergencies. (16 Hours)
5121  8:00 a.m.-5:00 p.m.  (W) 12/10 & 12/17  DS $165

CPR

CPR002 BASIC LIFE SUPPORT FOR HEALTH CARE PROVIDERS
For participants who provide health care to patients in a wide variety of settings, including in-hospital and out-of-hospital settings and teach the skills of CPR for victims of all ages including ventilation with a barrier device, a bag-mask device and oxygen, use of an automated external defibrillator, and relief of foreign-body airway obstruction. (7 Hours)
Required text: “American Heart Association BLS for Health Care Providers.” Text will be needed at the first class and can be purchased at the DCC Bookstore. American Heart Association completion cards are issued upon successful completion. Maximum class size 18.
5122  6:00 p.m.-9:30 p.m.  (T) 9/16-9/23  DS $55
5123  6:00 p.m.-9:30 p.m.  (W) 10/15-10/22  DS $55
5124  6:00 p.m.-9:30 p.m.  (R) 11/13-11/20  DS $55
5125  6:00 p.m.-9:30 p.m.  (M) 12/15-12/22  DS $55

CPR004 CPR RECERTIFICATION BASIC LIFE SUPPORT
This is an American Heart Association course and is for health care providers and other professional rescuers ONLY. This is the yearly update of basic rescuer skills. (4 Hours)
Required text: “American Heart Association BLS for Health Care Providers” is needed at the first class and can be purchased at the DCC Bookstore. Maximum class size 18.
5126  6:00 p.m.-10:00 p.m.  (R) 9/11  DS $35
5127  6:00 p.m.-10:00 p.m.  (W) 10/8  DS $35
5128  6:00 p.m.-10:00 p.m.  (T) 11/11  DS $35
5129  6:00 p.m.-10:00 p.m.  (M) 12/8  DS $35
CPR005 HEARTSAVER AED
The Heartsaver CPR course is designed to teach Adult and Pediatric CPR and Relief of Foreign-body airway obstruction to all lay rescuers, particularly those who are expected to respond to emergencies in the workplace. (3.5 Hours)

5130 90 6:00 p.m.-9:30 p.m. (R) 9/25 DS $40

CPR006 BLS SKILLS TESTING
For skills testing appointment only. Call (845) 790-3620. (24 Hours)

5131 90 9:00 a.m.-4:00 p.m. (TRF) 8/26-12/23 DS $25

CPR007 ALS SKILLS TESTING
For skills testing appointment only. Call (845) 790-3620. (24 Hours)

5132 90 9:00 a.m.-4:00 p.m. (TRF) 8/26-12/23 DS $50

CPR009 CHILD BABYSITTING SAFETY
Designed for young adults who babysit or provide child and infant care, this course provides the necessary basic skills training. Covers the importance of responsibility, recognizing an emergency, emergency action steps, personal safety, fire safety, water safety, infant care and basic first aid, CPR and choking management. (6 Hours)

5133 90 6:00 p.m.-9:00 p.m. (R) 10/9-10/16 DS $60

CPR105 FIRST AID
First Aid is the immediate care given to the injured or suddenly ill person. This training focuses on the first five minutes of care that could make a difference in saving lives, reducing recovery time, and quite possibly making the difference between temporary or lifelong disability for the victim. (3.5 Hours)
Required text: “American Heart Association First Aid.” Text is needed at first class and can be purchased through the DCC Bookstore. Maximum class size 18.

5134 90 6:00 p.m.-9:30 p.m. (R) 10/2 DS $40

CPR503 PEDIATRIC ADVANCED LIFE SUPPORT PALS
Provides the participant with information needed to recognize infants and children at risk for cardiopulmonary arrest. Includes strategies needed to prevent cardiopulmonary arrest, and the cognitive and psychomotor skills needed for resuscitation and stabilization of infants and children in respiratory failure, shock or cardiopulmonary arrest. Previous experience in rhythm recognition recommended. (14 Hours)
Textbook: “Pediatric Advanced Life Support PALS, American Heart Association (AHA).” Students are required to bring PALS checklist and Self-Assessment Test scores to class.

5135 90 9:00 a.m.-4:00 p.m. (W) 9/10-9/17 DS $165

CPR504 ADVANCED CARDIAC LIFE SUPPORT ACLS
Covers the skills and didactic information needed to handle events that may lead to or involve cardiac patients including post-arrest stabilization. Includes practical experience with cardiac monitoring, advanced airway stabilization, and pharmacological interventions.
Required text: “American Heart Association Advanced Cardiac Life Support” written and published by the American Heart Association. Text is needed at first class. Pre-test must be completed prior to class and submitted. It is recommended that you read entire text prior to class. A CPR Skills test will be administered the first day of class. (14 Hours)

5136 90 9:00 a.m.-4:00 p.m. (M) 10/20-10/27 DS $165

CPR509 PALS REFRESHER
Students are required to bring PALS checklist and Self-Assessment Test scores to class. (6 Hours)

5137 90 9:00 a.m.-4:00 p.m. (R) 11/13 DS $80

CPR510 ACLS REFRESHER
Students are required to bring ACLS checklist and Self-Assessment Test scores to class. (6 Hours)

5138 90 9:00 a.m.-4:00 p.m. (T) 12/9 DS $80
PREPARE FOR A CAREER AS AN ALCOHOL AND SUBSTANCE ABUSE COUNSELOR

The five courses that make up the 350-hour CASAC program are approved by and meet OASAS requirements. To register, potential students should be at least 18 years of age and have a valid photo ID, proof of HS completion, and attest to a minimum of two continuous year's recovery if there was a history of substance abuse. It's recommended that students possess general computer knowledge.

Announcing a new cohort starting at our Dutchess South (DS) location!

CAS101 ALCOHOLISM AND SUBSTANCE ABUSE EDUCATION
This course is an introduction to the basic knowledge of alcoholism and substance abuse. Topics include: physical and psychopharmacological effects of the use/abuse of alcohol and other drugs including tobacco, overview of addictions, diversity of intervention and treatment approaches, introduction to diagnosis criteria, knowledge of Twelve Step and toxicology screening. (85 Hours)
Five Saturday Workshops: 9/13, 10/4, 10/25, 11/15 and 12/13, from 8 a.m. to 4 p.m.

CAS 102 and 103 will be offered during Spring 2015 semester, CAS 104 and 105 during the Summer 2015 semester at DS (enrollment dependent.)

AT DCC

CAS102 ALCOHOLISM AND SUBSTANCE ABUSE COUNSELING PART 1
An introduction to alcoholism and substance abuse counseling will be covered. Topics also include individual and group counseling. (75 Hours)
Text: “Group Treatment for Substance Abuse - A Stage of Change Therapy Manual” by Velasquez, Maurer, Crouch, DiClemente and “Building Motivational Interviewing Skills” by David Rosengren available at the DCC Bookstore.
Four Saturday Workshops: 9/20, 10/11, 11/1, 11/22, from 8 a.m. to 4 p.m.

CAS103 ALCOHOLISM AND SUBSTANCE ABUSE COUNSELOR PART II
A continuation of Alcoholism and Substance Abuse Counselor Part 1. Topics include: cultural competence, counseling special populations, effects on family, counseling families and significant others, theories of human development and relation to substance abuse, health wellness and communicable diseases. (75 hours)
Text: “Group Treatment for Substance Abuse - A Stage of Change Therapy Manual” by Velasquez, Maurer, Crouch, DiClemente and “Building Motivational Interviewing Skills” by David Rosengren available at the DCC Bookstore.
Four Saturday Workshops: 9/27, 10/18, 11/8 and 12/6, from 8 a.m. to 4 p.m.

CAS105 PROFESSIONAL AND ETHICAL RESPONSIBILITY
Topics covered in this final module include: counselor-client relationship, ethical decision making and conduct description, confidentiality/ legal issues, child abuse and maltreatment mandated reporter training. Prerequisite: Students may not register for CAS 104 or 105 until they have completed CAS 101, 102 and 103. (45 Hours)
Text: “Ethics for Addiction Professionals” by Jennifer D. Berton available at the DCC Bookstore.

10 REGISTRATION HOTLINE: (845) 431-8910 | Fax: (845) 431-8988
## Online Registration: sunydutchess.edu/cfweb

### Insurance

Required text for all three insurance classes below: “Pass Package - Property & Casualty New York Agents and Brokers,” published by Examfx.

**INS003 PROPERTY AND CASUALTY PRE-LICENSING COURSE FOR AGENTS/BROKERS**

NYS Department of Financial Services (DFS) has approved this course to satisfy the educational requirements for the “full” Personal and Commercial Lines Agents or Brokers State Licensing Test and License. Students must achieve a passing grade of 70% on the course final exam and not miss more than three class sessions in order to receive DCC’s Certificate of Completion. (112 Hours)

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/16-1/15</td>
<td>6:30 p.m.-10:00 p.m.</td>
<td>TR</td>
<td>D Newman</td>
<td>$733</td>
</tr>
</tbody>
</table>

**INS007 PERSONAL LINES (ONLY) PRE-LICENSING COURSE FOR AGENTS/BROKERS**

NYS Department of Financial Services (DFS) has approved this course to satisfy the educational requirements for the Personal Lines Agents or Brokers State Licensing Test and License. Students must achieve a passing grade of 70% on the course final exam and not miss more than two class sessions in order to receive the DCC Certificate of Completion. **NOTE:** This license does not permit the holder to solicit, quote or transact Commercial Insurance Coverages. (45 Hours)

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/16-10/23</td>
<td>6:30 p.m.-10:00 p.m.</td>
<td>TR</td>
<td>D Newman</td>
<td>$299</td>
</tr>
</tbody>
</table>

**INS 008 PERSONAL AND COMMERCIAL LINES REVIEW CLASS FOR EXPERIENCED INSURANCE PERSONNEL**

This course does NOT satisfy NYS Dept. of Financial Services (DFS) educational requirements for either the Personal or “full” Personal and Commercial Lines Agents or Brokers State Licensing. If you are an experienced, practicing insurance person who may qualify to be exempt from the educational requirement, this four session review program and a “test-your knowledge” exam may be right for you. (17 Hours)

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/23-1/15</td>
<td>6:30 p.m.-10:00 p.m.</td>
<td>TR</td>
<td>D Newman</td>
<td>$189</td>
</tr>
</tbody>
</table>

### Real Estate

**REL131 REAL ESTATE SALESPERSONS QUALIFYING COURSE**

Interested in a career in real estate? Register now for the New York State Approved Salesperson’s 75-hour licensing course. Topics include: law of agency, ownerships and interests, contracts, deeds, liens, taxes and assessments, transfer of title and closing, construction, finance, valuation, Human Rights and Fair Housing, and more. **Note:** In addition to passing the course final exam, passing a separate NYS exam is required for licensure. 90% Attendance required. (75 Hours)


Five Saturday classes (dates TBA in class), from 9 a.m. to 3 p.m.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>9/15-12/13</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>MRS</td>
<td>C Jones</td>
<td>$599</td>
</tr>
</tbody>
</table>

**REL405 BASIC APPRAISAL PRINCIPLES R-5**

This is an overview of real property concepts and characteristics, legal consideration, value influences, real estate finance, types of value, economic principles, real estate markets and analysis and ethics and appraisal practice. Case studies and discussion will provide a solid foundation in appraisal basics. Attendance mandatory. (30 Hours)


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<tr>
<th>Date</th>
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<th>Instructor</th>
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<tr>
<td>9/15-12/13</td>
<td>6:00 p.m.-8:00 p.m.</td>
<td>TR</td>
<td>S Reichin</td>
<td>$319</td>
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**REL406 BASIC APPRAISAL PROCEDURES R-6**

Real Estate Appraisal, approaches to valuation procedures, value, property description, residential applications, commercial applications, improvement construction, home inspection and appraisal math. Theory, case studies and examples will offer practical application. Attendance mandatory. (30 Hours)


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<tr>
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<th>Instructor</th>
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Security Guard
100% attendance is required for any security course. Please call the Division of Criminal Justice Services at (518) 457-4135 for any issues the Program Director cannot solve. Approximately $230 will be needed to cover pre-employment fingerprinting and background checks with outside agencies.

SGT101 8-HOUR PRE-ASSIGNMENT TRAINING COURSE FOR SECURITY GUARDS
Required by New York state as the first step in obtaining a security guard registration card, this introductory course covers the Security Guard Act of 1992 as well as general responsibilities, roles, legal powers and limitations, emergency situations communications and public relations, access control, ethics and conduct. A passing exam grade required for successful completion.

<table>
<thead>
<tr>
<th>Course</th>
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<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
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<td>R Bryant</td>
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<td>8:00 a.m.-4:00 p.m.</td>
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SGT105 16-HOUR ON-THE-JOB TRAINING COURSE FOR SECURITY GUARDS
Within 90 days of employment, new security guards must complete this course which covers topics from the Pre-Assignment Course in greater detail as well as the incident command system and terrorism. A passing exam grade required for successful completion.

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<thead>
<tr>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
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<tbody>
<tr>
<td>5153</td>
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</tr>
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<td>5154</td>
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<td>8:00 a.m.-4:00 p.m.</td>
<td>DCC</td>
<td>R Bryant</td>
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SGT104 8-HOUR ANNUAL IN-SERVICE TRAINING COURSE FOR SECURITY GUARDS
Must be completed within 12 calendar months from completion of the 16-hour course for Security Guards and annually thereafter. This will provide security guards with updated and enhanced information as it relates to their position.

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<thead>
<tr>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
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<tbody>
<tr>
<td>5155</td>
<td>(M)</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>DS</td>
<td>E Haddeland</td>
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<tr>
<td>5156</td>
<td>(M)</td>
<td>6:00 p.m.-9:00 p.m.</td>
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<td>E Haddeland</td>
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Security guard courses can be delivered on site for businesses that have a need. Grant funds may be available to offset costs. Please call Tim Vermillion at (845) 431-8907 for more details.

Notary Public Exam Prep

VOC203 PREPARING FOR THE NOTARY PUBLIC EXAM
This class will help prepare you for the Notary Exam in New York. It also will provide you with an overview of the licensing regulations. You will become familiar with the rules and regulations a notary must abide by as well as common issues you will see in performing your duties. (3 Hours)

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<th>Cost</th>
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<td>5158</td>
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<td>6:00 p.m.-9:00 p.m.</td>
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<td>6:00 p.m.-9:00 p.m.</td>
<td>DS</td>
<td>E Haddeland</td>
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Fundraising

PRF302 GRANT PROPOSAL WRITING WORKSHOP
This interactive workshop teaches potential grant applicants the art of proposal writing in a format required by most funding sources. It reviews the basic elements of program planning, proposal preparation, funding sources and research materials. It assists grant seekers in locating a foundation that likely will fund their project - via library materials as well as online searching. It also reviews the Foundation Center web site. (20 Hours)

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<thead>
<tr>
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<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
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<tr>
<td>5166</td>
<td>(F)</td>
<td>9:00 a.m.-2:00 p.m.</td>
<td>DCC</td>
<td>E Odescalchi</td>
<td>$180</td>
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PRF435 SUCCESSFUL FUNDRAISING TECHNIQUES FOR NOT-FOR-PROFIT ORGANIZATIONS
This interactive workshop focuses on the changing role of the board, fundraising principles, why people give, how to start a fundraising effort, categories and methods of fundraising, raising money from major donors, “the asking” process, donor models, solicitations and informational materials, funding practices, successful fundraising and examples of creative fundraising events and how to plan them. (4 Hours)

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<tr>
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<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
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<tr>
<td>5167</td>
<td>(F)</td>
<td>9:00 a.m.-1:00 p.m.</td>
<td>DCC</td>
<td>E Odescalchi</td>
<td>$44</td>
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</tbody>
</table>
Small Business

SBS048 GETTING PAID TO TALK: VOICE-OVERS AS A PROFESSION
Discover how to break into the exciting field of voice-overs. Learn where to find work in your area working on audio books, documentaries, commercials and more. You’ll even have an opportunity to record a short script under the direction of our teacher. This class is a great first step for anyone interested in the voice-over field. (2.5 Hours)

PRF440 INVENTIONS AND PATENTS
An interactive workshop on creativity and the patent process designed to explain legal concepts to the layman through illustrations and lecture. Topics include: the creative approach - the idea. What is Invention - Implementation? When is your invention patentable - new, useful, non-obvious? Novelty, prior art, and patentability, types of patents, the invention process, the disclosure and its contents, trade secrets, patents, and copyright patent search. (4 Hours)

SBS103 START AND RUN A HOME-BASED KITCHEN BUSINESS
If you love to bake or cook, do what you love by turning your kitchen into a lucrative business—with little start-up required! Whether you’re interested in a part-time or full-time business, we will guide you step-by-step through the entire process - from your initial idea through delivery to your customers. Learn to price, label and package products; to find customers and keep records; and begin the process to obtain necessary legal permits. In the event you are unable to operate your business from home, alternatives will be discussed. $10 supply fee included in the cost of tuition. (8 Hours)

SBS037 20 WAYS TO EARN RESIDUAL INCOME!
Pinpoint more than 20 different ways to earn residuals from stocks, bonds, mutual funds, insurance, taxes and retirement income; residual income from your utility bills; refinance strategies, e-publishing, internet, beach money, home-based businesses and more. (3 Hours)

SBS045 HOW TO BUILD A FUN AND PROFITABLE HOME-BASED BUSINESS!
Learn skills and activities that, step by step, will lay out what it takes to earn more money and have more fun! Receive a list of 70 way to market your products and services. No hype, no fluff...just straight-up, practical information. (2 Hours)

LES201 LONG-TERM CARE: THE BASICS
Define what is long-term care, explore the different kinds of care, learn how it differs from traditional health care, and find out where long-term care is provided. If you’re 30 or older, you need to attend this class! Detail how to pay for it and how to protect your assets. (2 Hours)
CAREER TRAINING

Green Technology

VOC012 ELECTRICAL THEORY II
This course includes basic electrical distribution, identifying and selecting electrical equipment, sizing wires and overcurrent protection, an introduction to the National Electrical Code, installing wires and conduit, connecting PV modules in series and parallel, measuring voltage and current and practicing power and energy calculations. Materials needed: scientific calculator, pencil. (14 Hours)
5282 10 9:00 a.m.- 5:00 p.m. (F) 8/22-8/29 DCC J Novak $176

VOC016 INTRODUCTION TO PHOTOVOLTAIC (PV) SYSTEMS
Learn the basics of photovoltaic technology to prepare for a career in the PV industry or to make an informed choice about installing solar on your home or business. Covers basic theory, characteristics of solar cells, system siting, design of both grid-tie and off-grid PV systems, safety and electrical code considerations. Successful completion prepares students for the NABCEP PV Entry Level Exam. DCC provides the NABCEP PV Entry-Level Program in partnership with the SUNY Clean Energy Technology (CETT) Consortium. (38.5 Hours)
5283 10 9:00 a.m.- 5:30 p.m. (F) 9/5-10/3 DCC J Novak $599

PRF710 HEAT LOSS AND GAIN IN HOMES
Learn how to calculate heating and cooling loads for residential buildings using the Air Conditioning Contractors of America Manual J abridged edition methods and software. Also learn how insulation, windows and air infiltration affect boiler, furnace, heat pump and air conditioner sizes and operating costs. (8 Hours)
5168 10 8:00 a.m.- 4:30 p.m. (S) 11/15 DCC P Tavino $99

WORKFORCE TRAINING SOLUTIONS

Attention Dutchess County Businesses:
Dutchess Community College has been awarded a workforce training grant. If you own or operate a business in Dutchess County, you can get your employees the expert training they need at a fraction of the regular cost!

Let us design a customized program perfect for your workforce needs. There are hundreds of classes available taught by expert instructors that cover everything from theory to hands-on instruction—most classes can be delivered directly at your site. There has never been a better time to create the workforce you’ve always envisioned.

Key Client Training Sectors
- Business
- Healthcare
- Manufacturing
- Non-Profit and Service
- Banking

Key Areas
- Management
- Technical Training
- Efficiency/Quality Control
- Computers and Programs
- Professional Development

To find out how we can deliver quality training and improve your bottom line, contact Virginia Stoeffel at (845) 431-8908 or virginia.stoeffel@sunydutchess.edu.

‘We are very grateful for the expertise provided by DCC’s Office of Community Services and Special Programs. With more than 1,000 employees, we needed customized workforce training that delivered results. The skills our employees have mastered are apparent every day when Adams Fairacre Farms customers remark, “I love that store!” The investment certainly has paid off.’

— Gaye E. Mallet
Director, Human Resources
Adams Fairacre Farms

REGISTRATION HOTLINE: (845) 431-8910 | Fax: (845) 431-8988
Workforce Training Skills

Certified Production Technician (CPT)
Learn cutting-edge manufacturing skills leading to a national certification in demand by local employers. Contact Glenn Tanzman for more details at glenn.tanzman@sunyductess.edu or (845) 451-8900.

Accelerated Program | Funding Opportunities Available | Classes Forming Today!

VOC758  NEW YORK STATE CODE COMPLIANCE TECHNICIAN
This NYS DOS approved course introduces and prepares students to become NYS Code Compliance Technicians (CCT) in accordance with Title 19 NYCRR, Part 434 and 1203 (New York Code Rules and Regulations). Content includes all material offered through the NYS Code courses 9A, 9B, and 9C. Topics include administration and enforcement, principles of fire-safe design, and inspection of existing buildings and facilities. Upon successful completion students will be eligible for CCT certification. Potential students should include building inspectors, contractors, fire inspectors, housing inspectors, facilities managers, architects, engineers, home inspectors, firefighters, plans examiners, elected officials and anyone interested in building and fire code safety and enforcement. 100% participation required! (60 Hours) Required texts can be purchased at: http://shop.iccsafe.org/codes/state-and-local-codes/new-york-state.html

5169  10  4:00 p.m. - 8:00 p.m.  (R)  9/18-1/15  DCC  P Andreassen  $639

Teens Classes

STU416  PREPARATION FOR SAT
Educational Services Centers test preparation program divides each three-hour class into math and verbal sessions. The math section reviews basic mathematical concepts, basic and advanced algebra, geometry and specific math. Verbal work includes sentence completion, reading comprehension, grammar, vocabulary-building and essay-writing. (24 Hours)

5170  10  6:30 p.m. - 9:30 p.m.  (R)  9/11-10/30  DCC  $429

CPR009  CHILD BABYSITTING SAFETY
Designed for young adults who babysit or provide child and infant care, this course provides the necessary basic skills training. It covers the importance of responsibility, recognizing an emergency, emergency action steps, personal safety, fire safety, water safety, infant care and basic first aid, CPR and choking management. (6 Hours)

5133  90  6:00 p.m.-9:00 p.m.  (R)  10/9-10/16  DS  $60

Geek Camp

CCL222  ANDROID APP DEVELOPMENT (GRADES 7-12)
Using the MIT App Inventor software, students will learn to create applications that can run on their Android tablets and phones. This software allows drag-and-drop programming for getting apps built with a minimum of programming knowledge. Sample projects include simple games, controllers for Lego Robotics and more. Prerequisites: Programming knowledge is not necessary but helpful. Students can use Android phone or tablets (with an SD card installed) in class. (24 Hours)

5171  10  9:30 a.m.-12:30 p.m.  (S)  9/20-11/8  DCC  D Carranza  $275

Also Check Out:
5-Hour and Driver Education on page 16.
Kids Sing Musical Theater on page 33.
Driver Education

DRV025 ALIVE@25
This four-hour course is specifically designed to get younger motorists aged 16-24 to take responsibility for their driving behaviors. This program has already been adopted by many states and courts as a response to younger drivers receiving tickets for speeding, cell phone, texting and other moving violations. Call 431-8910 to register for classes at either location.

DCC Main
5173  10  9:00 a.m.-1:00 p.m.  (S)  9/6  DCC  TBA  $50
5174  11  9:00 a.m.-1:00 p.m.  (S)  10/4  DCC  TBA  $50
5175  12  9:00 a.m.-1:00 p.m.  (S)  11/1  DCC  TBA  $50
5176  13  9:00 a.m.-1:00 p.m.  (S)  12/6  DCC  TBA  $50

Village of Red Hook Court- 7467 South Broadway (Rt. 9) Red Hook
5177  70  9:00 a.m.-1:00 p.m.  (S)  9/6  RH  TBA  $50
5178  71  9:00 a.m.-1:00 p.m.  (S)  10/11  RH  TBA  $50
5179  72  9:00 a.m.-1:00 p.m.  (S)  11/8  RH  TBA  $50
5180  73  9:00 a.m.-1:00 p.m.  (S)  12/13  RH  TBA  $50

DRV001 NEW YORK STATE “FIVE-HOUR” PRE-LICENSING COURSE
In order to obtain a driver’s license in New York, NYS DMV requires that all permit holders successfully complete a five-hour program. Requirements: Pre-registration required. Must bring NYS Permit. (5 Hours)
Please arrive 15 minutes early for processing—late arrivals will not be admitted.

DCC Main Campus
5181  10  10:00 a.m. - 3:30 p.m.  (S)  9/13  DCC  C Firehock  $41
5182  11  10:00 a.m. - 3:30 p.m.  (S)  10/11  DCC  C Firehock  $41
5183  12  10:00 a.m. - 3:30 p.m.  (S)  12/13  DCC  C Firehock  $41

Dutchess South
5184  90  4:00 p.m. - 9:30 p.m.  (T)  9/16  DS  C Firehock  $41
5185  91  10:00 a.m. - 3:30 p.m.  (S)  10/18  DS  C Firehock  $41
5186  92  4:00 p.m. - 9:30 p.m.  (T)  11/18  DS  C Firehock  $41
5187  93  4:00 p.m. - 9:30 p.m.  (T)  12/9  DS  C Firehock  $41

DRV102 TRAFFIC SAFETY AND DRIVER EDUCATION
Learn proper driving techniques, laws and responsibilities applicable to driving in New York State. Successful completion of this 48-hour course (24 classroom/ 24 on-road driving instruction) includes the five-hour NYS Pre-Licensing course (listed above), certificate required to schedule a road test and earn a senior license by age 17, possible high school credit (check with district) and an approximate 10-15% premium insurance reduction. Requirements: 16 years old and hold a NYS Permit or License by September 15, 2014. Pre-register prior to Orientation. Mandatory attendance for all classes.

MANDATORY ORIENTATION: Thurs., Sept. 11, 2014 from 6:30 p.m. - 7:30 p.m. at Dutchess South (DS). Parents are strongly encouraged to attend with student. Road hours are assigned at orientation in the order registrations were received, so register as soon as you are sure you have the flexibility in your schedule to attend all required hours as outlined below.

Class Hours: Wed., Sept. 17 - Jan. 21, 2015 from 5:30 - 7 p.m.
Road Hours: Scheduled in 90-minute blocks of time on Mon. and Wed. from 3:45 - 5:15 p.m. or Sat. from 9 a.m. - 1 p.m. Register early in order to pick your road hours.

5188  90  5:30 p.m.-7:00 p.m.  (W)  9/17-1/24  DS  C Firehock  $495
Road  3:45-5:15 p.m.  (MW) and 9 a.m.-1 p.m.  (S)

DRV201 POINT AND INSURANCE REDUCTION PROGRAM
This NYS-DMV approved six-hour class entitles licensed drivers or permit holders to a 10% reduction in their liability, collision and No-Fault insurance. Topics include review of safe driving tips as well as updated vehicle and traffic laws. Completion of this class can reduce up to four points off of your record. (6 Hours)
Pre-registration required. Late arrivals will not be admitted.

DCC Main
5189  10  6:00 p.m.- 9:00 p.m.  (M)  9/22-9/29  DCC  M Sheehan  $42
5190  11  6:00 p.m.- 9:00 p.m.  (M)  10/27-11/3  DCC  M Sheehan  $42
5191  12  6:00 p.m.- 9:00 p.m.  (M)  12/8-12/15  DCC  M Sheehan  $42

Dutchess South
5192  90  9:00 a.m.- 3:30 p.m.  (S)  9/13  DS  M Sheehan  $42
5193  91  9:00 a.m.- 3:30 p.m.  (S)  10/18  DS  M Sheehan  $42
5194  92  9:00 a.m.- 3:30 p.m.  (S)  11/8  DS  M Sheehan  $42
Advanced Motorcycle Training

The Total Control (TC) Training Series is based on the best-selling book “Total Control” written by Lee Parks who personally trained your accomplished TC instructor. Register early as spots remain limited to ensure you get the attention you deserve. Riders for any of the below courses must have their own motorcycle and full riding gear. For full details and to register, go to CksKickStart.com.

DRV302 TOTAL CONTROL - ADVANCED RIDING CLINICS (TC-ARC)
Take your riding to the next level. Learn the Seven Keys to Cornering: Traction Management, Throttle Control, Mental State, Vision, Line Selection, Body Position and Suspension Setup. Must have a motorcycle endorsement, a minimum year of riding or about 2,500 miles behind you. (10 Hours)
5195 10 8:00 a.m.- 6:00 p.m.  (U) 9/7 DCC C Firehock $375

NEW

DRV 303 ACCIDENT SCENE MANAGEMENT - A CRASH COURSE FOR THE MOTORCYCLIST
A fellow motorcyclist is usually the first responder at the scene of a motorcycle crash. Learn how to properly respond by applying logic and prioritizing in order to save valuable time while identifying and treating life threatening injuries. Traffic control, moving the injured, helmet removal and jaw-thrust rescue breathing will be covered in this intense class from the leading motorcycle trauma training organization in the world! (8 Hours)
To register, go to www.KickStartMTS.com
Series 100
5196 10 9:00 a.m.- 5:30 p.m.  (S) 10/11 DCC C Firehock $95
5197 10 9:00 a.m.- 5:30 p.m.  (U) 11/23 DCC C Firehock $95
Advanced
5198 10 9:00 a.m.- 5:30 p.m.  (U) 10/12 DCC C Firehock $95

Boating

SPT118 NEW YORK SAFE BOATER COURSE
New York State now requires that anyone operating a personal watercraft and anyone born on or after 5/1/96 who operates a motorboat must successfully complete an approved boater safety course to obtain a safe boating certificate. Minors aged 10-16 are welcome but must be accompanied by another registered adult. Text included. (8 Hours)
5199 90 8:30 a.m.-12:30 p.m.  (S) 10/18-10/25 DS C Molino $55

SPT119 A SAILING WEEKEND FOR NEW SAILORS
Learn how to sail in a “hands-on-helm” environment with a USCG instructor on a 27-foot Catalina Sailboat with auxiliary diesel engine. Content is applicable to all sailboats and will start with a weeknight lecture and culminate with two exciting three-hour sails later that same weekend. Sails will be arranged in groups of four during initial lecture at main campus. Sails depart from White’s Marina, New Hamburg, NY. Alternate “unfavorable weather” date will be decided by class during lecture. Textbooks are $25 payable to instructor. (8 hours)
Class meets Tuesday, 9/9; Sail dates: Saturday, 9/13 and Sunday 9/14.
5200 10 6:00 p.m.- 8:00 p.m.  (TSU) 9/9-9/14 DCC J Davis $216
Class meets Tuesday, 9/16; Sail dates: Saturday, 9/20 and Sunday 9/21.
5202 11 6:00 p.m.- 8:00 p.m.  (TSU) 9/16-9/21 DCC J Davis $216
Holistic Offerings

LES421 CREATE VITAL HEALTH WITH SEASONAL TRANSITION - AN EXPLORATION OF THE CHINESE FIVE-ELEMENT SYSTEM
Each season has an elemental attachment which affects us on physical, emotional and mental levels, also known as Body - Mind - Spirit. This workshop will depict how well we adapt to changes in nature and how this impacts our internal nature as human beings. Nutritional guidance will be addressed as well as the psycho-spiritual aspects of each season and its elemental attachment. Materials fee included in cost of class. (6 Hours)

5204 90 6:00 p.m.-8:00 p.m.  (TR)  9/16-9/23  DS  L Hughes  $69

LES423 PRIMORDIAL QI GONG - WU JI
Learn how to manifest your inner growth and health improvement through the practice of this Taoist moving meditation. The purpose of which is to provide instruction of this empowering qi gong form. This is a standing movement class. (6 Hours)

5205 90 6:00 p.m.-7:30 p.m.  (R)  11/13-12/11  DS  L Hughes  $59

LES429 INTRO TO FOOT REFLEXOLOGY
This class will introduce to the general public the history and overview of Reflexology. Each student will receive a foot map and hands-on experience along with self-care techniques to use on themselves and family members. Materials fee included in cost of class. (4 Hours)

5206 90 6:00 p.m.-8:00 p.m.  (R)  10/9-10-16  DS  L Hughes  $45

LES425 FOOT REFLEXOLOGY PART II
How to Conduct a Thorough Foot Reflexology Session. There will be a short review of the Intro Class, after which the students will observe and perform an actual Reflexology Session from start to end. Prerequisite: LES429. Materials fee included in cost of class. (4 Hours)

5209 90 6:00 p.m.-8:00 p.m.  (TR)  10/21-10-23  DS  L Hughes  $49

LES433 CONNECTING TO THE WISDOM OF PLANTS
We will explore our local “weeds of life” and how their life force is so intertwined with the health of mankind. Their herbal properties and doctrine of signatures will be discussed. Materials fee included in cost of class. (4 Hours)

5210 90 6:00 p.m.-8:00 p.m.  (TR)  12/16-12/18  DS  L Hughes  $59

LES428 THE KITCHEN HERBALIST ... YOUR HOME APOTHECARY!
Learn the secrets of using spices for taste as well as for medicinal applications by unleashing the warming, circulating and nourishing potential of utilizing herbs as food medicine in your kitchen. We also will cover uses of common spices as well as introduce tonic herbs that can be used in teas, soups, stews, stocks and porridge recipes. Recipes will be provided as well as spice/herb sampling. Materials fee included in cost of class. (4 Hours)

5211 90 9:00 a.m.-1:00 p.m.  (S)  10/25  DS  L Hughes  $59
## Digital Photography

**LES702 INTRODUCTION TO DIGITAL PHOTOGRAPHY**

Learn how to use and get the most out of your digital camera as well as basic photographic techniques in this comprehensive course. Topics include fundamentals, digital camera functionality and techniques in the art of photographic composition. Bring your digital camera to class. Optional $15 workbook fee payable to instructor first class. (12 Hours)

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Dates</th>
<th>Location</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>5212</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(MW) 9/29-10/8</td>
<td>DCC</td>
<td>J Weisbrod</td>
<td>$99</td>
</tr>
<tr>
<td>5213</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(MW) 10/13-10/22</td>
<td>DCC</td>
<td>J Weisbrod</td>
<td>$99</td>
</tr>
</tbody>
</table>

Section 11 only available if Sect. 10 fills

**LES704 ADVANCED DIGITAL PHOTOGRAPHY - WORKFLOW AND EDITING**

This course is for amateur and advanced amateur photographers who want to learn the basics of editing terminology, workflow, and organizing and storing their ever-growing collection of digital images. (12 Hours)

Optional $20 workbook fee payable to instructor first class.

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Dates</th>
<th>Location</th>
<th>Instructor</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>5214</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(MWF) 11/3-11/10</td>
<td>DCC</td>
<td>J Weisbrod</td>
<td>$99</td>
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<tr>
<td>5215</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(MWF) 10/27-10/31</td>
<td>DCC</td>
<td>J Weisbrod</td>
<td>$89</td>
</tr>
</tbody>
</table>

**LES703 THE ART OF PHOTOGRAPHY**

Learn the difference between taking pictures, taking photographs and creating art. By using and understanding the Rule of Thirds, Golden Ratio, and Golden Spiral you can create photographs that look polished and professional. Bring your digital camera to class. Optional $15 workbook fee payable to instructor first class. (9 Hours)

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Dates</th>
<th>Location</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>5216</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(MWF) 12/3-12/17</td>
<td>DCC</td>
<td>J Weisbrod</td>
<td>$249</td>
</tr>
</tbody>
</table>

**LES705 INTRODUCTION TO ADOBE LIGHTROOM**

The essentials for Adobe Lightroom will be covered including customizing the desktop, setting preferences, understanding catalogues, importing photos, editing techniques, using tools, creating and using presets, exporting photos, and other related topics. Students will need a laptop with a licensed copy of Adobe Lightroom (Version 3 or newer).

Optional $35 workbook fee payable to instructor first class. (21 Hours)

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Dates</th>
<th>Location</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>5217</td>
<td>6:00 p.m. - 9:00 p.m.</td>
<td>(TR) 12/2-12/23</td>
<td>DCC</td>
<td>J Weisbrod</td>
<td>$249</td>
</tr>
</tbody>
</table>
### Art

**Professional artist and instructor Emmett McLaughlin is back on the East Coast and ready to help you begin your journey in the world of art with these exciting one-day intensive courses.**

*Be sure to inquire about required supplies list when registering.*

<table>
<thead>
<tr>
<th><strong>Course</strong></th>
<th><strong>Description</strong></th>
<th><strong>Schedule</strong></th>
<th><strong>Instructor</strong></th>
<th><strong>Fee</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>LES106</td>
<td><strong>INTRODUCTION TO WATERCOLOR</strong>&lt;sup&gt;*&lt;/sup&gt; A great introduction for beginners that covers different types of wash techniques along with color mixing and composition/sketching approaches. Assignments start out step-by-step, but then open up as your skill and confidence grow. (5 Hours)</td>
<td>5218 10:00 a.m.-3:00 p.m. (S) 11/1</td>
<td>E McLaughlin</td>
<td>$45</td>
</tr>
<tr>
<td>LES123</td>
<td><strong>DRAWING AND PAINTING WORKSHOP</strong> Learn the fundamentals of drawing while using paint and brushes. We will start by sketching out a composition and then render objects with light and shadow. The final picture will be a still life painting made with value scale (sepia/brown tone shades). (5 Hours)</td>
<td>5219 10:00 a.m.-3:00 p.m. (S) 11/8</td>
<td>E McLaughlin</td>
<td>$45</td>
</tr>
<tr>
<td>LES124</td>
<td><strong>BEGINNING DRAWING WITH CHARCOAL - A ONE-DAY SKETCHING WORKSHOP</strong> Get lots of great ideas and experiences about drawing fundamentals by working from observation, quick sketching and some more developed tonal process drawing. Gesture, composition, value structure with light and shadow, negative space and more included. (6 Hours)</td>
<td>5222 10:00 a.m.-4:00 p.m. (S) 11/15</td>
<td>E McLaughlin</td>
<td>$55</td>
</tr>
<tr>
<td>LES125</td>
<td><strong>INDIRECT PAINTING WORKSHOP - ACRYLIC STILL LIFE</strong> Learn the fundamentals of this traditional approach which is applied indirectly in layers of thick light paint called “scumbling” and thin transparent color, “glazing.” Make a shaded “underpainting” and then apply the colors and scumbles to produce a finished work of art. (6 Hours)</td>
<td>5223 10:00 a.m.-4:00 p.m. (S) 11/22</td>
<td>E McLaughlin</td>
<td>$55</td>
</tr>
<tr>
<td>LES126</td>
<td><strong>ART HISTORY SUPERSTARS - PART ONE</strong> Come meet the best artists in history! See the most famous masterpieces! Experience the deep space and stunning realism of the Italian Renaissance as well as the amazing virtuosity of the Dutch and Spanish Baroque movement. Includes Da Vinci, Michelangelo, El Greco, Velazquez, Rubens, Rembrandt, Vermeer and more. (2.5 Hours)</td>
<td>5224 4:00 p.m.-6:30 p.m. (S) 11/1</td>
<td>E McLaughlin</td>
<td>$25</td>
</tr>
<tr>
<td>LES127</td>
<td><strong>ART HISTORY SUPERSTARS - PART TWO</strong> Now travel to France; discover how the Impressionists changed painting forever and the Modernists invented abstract art! Includes Degas, Monet, Van Gogh, Cezanne, Matisse, Picasso, Miro, Kandinsky, Mondrian and more. (2.5 Hours)</td>
<td>5225 4:00 p.m.-6:30 p.m. (S) 11/8</td>
<td>E McLaughlin</td>
<td>$25</td>
</tr>
<tr>
<td>LES105</td>
<td><strong>PORTRAIT SCULPTURE</strong> Get introduced to the materials and method of portrait sculpture. Through a dynamic series of lessons, you will investigate anatomy, proportion and technique concepts used to create naturalistic likeness. Tuition includes $35 supply fee. (18 Hours)</td>
<td>5226 6:45 p.m.-9:00 p.m. (M) 9/15-11/10</td>
<td>C Usher</td>
<td>$194</td>
</tr>
</tbody>
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**Purchase a gift certificate for a loved one for a birthday, holiday or no occasion at all!**

Call us at (845) 431-8910 and we’ll send you a gift certificate by mail.
PERSONAL ENRICHMENT

Write Your Own Story

LES675 HOW TO WRITE A CHILDREN’S STORY
We raise our children on stories. This course will survey several modes of children’s writing, from classic folk tales to modern picture books, middle-grade fiction, and young adult fiction. Students will also write and workshop children’s stories of their own. (7.5 Hours)
5227 90 9:00 a.m.-10:30 a.m. (S) 9/13-10/18 DS E Ostrovski $69
No class on 10/11.

LES141 JOURNALING YOUR PAST
Whether you are an experienced journal writer (starting with childhood diaries) or are just beginning the process of collecting your thoughts, this workshop will help you navigate your way through to a journal that expresses who you are, where you’ve been, and where you’re headed. Come join the fun! Students should bring notebook (loose-leaf) paper, a 2- or 3-ring binder, and a pencil or pen. (12 Hours)
5228 90 6:00 p.m.- 8:00 p.m. (R) 9/11-10/16 DS D Stillwood $119

LES146 WHAT’S YOUR STORY?
This course will use excerpts from “I Remember” by Joe Brainard, as a starting point to help students rediscover and document their own memories. Using these lists - and going beyond journal writing into study of character, scene and motivation - students will refine one or more memories into a longer essay, expanding on factual as well as sensory details and developing each piece into a work that can capture the interest of both writer and reader. (16 Hours)
5229 90 6:00 p.m.-8:00 p.m. (R) 10/13-12/18 DS D Stillwood $119

Language

LAN601 SUCCESS IN SPANISH LEVEL I
Do you need this language to talk to people you interact with in your job? Would you like to be ready for your next vacation in Mexico, Spain, Central or South America? With basic language structures, vocabulary and practice, you will start communicating in Spanish. A patient, native speaker and experienced teacher will provide you through audio, visual and interactive exercises. Required text: “Exito en espanol - Nivel 1” with CS available from the instructor in the first class for $29. (24.75 Hours)
5230 90 6:45 p.m.-09:00 p.m. (T) 9/23-12/2 DS A Delgado $218

LAN116 BEGINNING CONVERSATIONAL FRENCH
Learn the basics enough to confidently use simple phrases and vocabulary in a variety of typical social and leisure settings, to understand and to apply basic grammar in context. You also will have the opportunity to learn about France, its culture and traditions. (24 Hours)
5231 90 9:00 a.m.- 12:00 p.m. (R) 9/4-10/23 DS M Sbordone $225

LAN707 A LITTLE BIT OF RUSSIA INTRODUCTION
Learn the basics beginning with the Russian alphabet, special sounds and simple conversation. Students also will explore the origins of Russian traditions, folklore and some aspects of culture. Methods include: practical lessons, conversation and role-playing. The instructor is a native Russian speaker. (15 Hours)
5232 10 6:30 p.m.-8:00 p.m. (M) 10/6-12/15 DCC N Baranova $180
No class on 10/13.

LAN709 RUSSIAN INTERMEDIATE I
In this course students will continue to learn major grammatical structures of the Russian language, increase the size of their vocabulary and strengthen their conversational skills. They also will read some adapted stories by famous Russian authors. (15 Hours)
5233 10 6:30 p.m.-8:00 p.m. (R) 10/9-12/18 DCC N Baranova $180

ONLINE REGISTRATION: sunydutchess.edu/cfweb
Life Skills

PRF244 HOW TO HANDLE DIFFICULT PEOPLE
Save yourself misery, rage and pain by learning how to effectively handle difficult people! Acquire the tools to make your interactions with difficult people more manageable and less stressful than you thought possible. (2 Hours)
5234 10 10:00 a.m. - 12:00 p.m. (S) 9/27 DCC B Golden $36

PRF246 PERSONAL AND PROFESSIONAL TIME MANAGEMENT
Effective time management enables you to hop off the time treadmill and accomplish more than you thought possible. Time management is a key component to being successful. Learn how to get more done in less time. (2 Hours)
5235 10 10:00 a.m. - 12:00 p.m. (S) 10/18 DCC B Golden $36

PRF248 IMPROVING YOUR WORK/LIFE BALANCE
Do you find it challenging to juggle work and life? This program identifies the causes of stress and the symptoms. Learn effective techniques proven to help reduce stress by achieving better balance in your life. (2 Hours)
5236 10 10:00 a.m. - 12:00 p.m. (S) 11/22 DCC B Golden $36

MON501 LEARN TO BECOME DEBT-FREE
If you are sick and tired of being sick and tired of your debt, this workshop is a must for you. Bring your list of debts and a calculator to class and immediately develop and integrate your own debt elimination plan into your lifestyle—this is strictly an educational seminar. $59 required textbook available from instructor. (3 Hours)
5201 90 10:00 a.m. - 1:00 p.m. (S) 10/18 DS C Lang $53

Dog Training
NRS712 AKC CGC THERAPY DOG TRAINING
You and your dog will be trained using AKC and Therapy Dog International Guidelines to react and operate calmly using temperament training exercises during stressful situations. Different distractions including medical equipment will be presented—dog and owner will be evaluated. You will receive AKC paperwork to register your dog upon successful completion of the AKC test. A list of evaluators will be provided should you wish to have your dog evaluated as a Therapy Dog. Prerequisite: some formal training in basic obedience commands including “stay” or “sit.” (7 Hours)
5203 90 2:00 p.m.-3:00 p.m. (S) 10/25-12/13 DS C Munnier $135

LES700 PUPPY FOUNDATION TRAINING - AKC S.T.A.R. PROGRAM
This fully comprehensive course includes socialization and confidence-building along with a strong foundation for manners and obedience. A few of the commands taught along with many others are; Sit, Down, Stay, Leave-it, Come and Heel. (6 Hours)
5207 90 12:30 p.m.-1:30 p.m. (S) 9/13-10/25 DS C Munnier $120
5208 91 12:30 p.m.-1:30 p.m. (S) 11/10/12/13 DS C Munnier $120

LES701 ADVANCED BASIC OBEDIENCE
Continue to advance with the commands from foundation: Heeling, Extended Stays, Advanced Leave-it, Chaining commands and Advanced Come. Achieve a higher level of training that will challenge both you and your dog to think outside the box—training also should assist in keeping your dog safe. This course is a prerequisite to the AKC Canine Good Citizen/Therapy dog course. (6 Hours)
5221 90 2:00 p.m.-3:00 p.m. (S) 9/13-10/25 DS C Munnier $120
Last class on 10/25 will meet from 3:30 p.m.-4:30 p.m.
Beer and Homebrewing
Introducing a new series of classes taught by the experts of Beacon Homebrew. All classes include beer sampling, snacks, educational materials and home-brewing discount coupons.

All students must be 21 to register for classes, ID will be checked prior to class start.

All classes are held at Beacon Bread Co., 193 Main Street Beacon, NY 12508.

LES132 TASTING BEER: EXPLORING WHAT MAKES BEER STYLES TASTE THE WAY THEY DO
Find out exactly what makes your favorite beer just that in this interactive class that explains what makes a stout black, an IPA bitter, a saison spicy, or a hefeweizen taste like bananas. We will taste samples from a curated selection of six different styles, critique, add context and break down recipes to give you a strong foundation in your favorite subject beer. (2 Hours)

5238 70 6:00 p.m.-8:00 p.m. (S) 9/13 BBCo Dellinger/Rossi $50

LES133 INTRO TO HOMEBREWING: SIMPLE EXTRACT BREWING
If you are looking to get into the wonderful hobby of homebrewing, this is the class for you. Learn the fundamentals of brewing including steeping grains, boiling extract and hop additions, chilling the wort, fermenting, racking and bottling. The contributions of each ingredient, final appearance, aroma, flavor and mouth feel also will be covered. (3 Hours)

5239 70 6:00 p.m.-9:00 p.m. (S) 10/18 BBCo. Dellinger/Rossi $40
5240 71 6:00 p.m.-9:00 p.m. (S) 11/8 BBCo. Dellinger/Rossi $40

LES134 ADVANCED HOMEBREWING: INTRO TO ALL GRAIN
Add a new level of control to your brewing process. The class includes an overview of the process including mashing and sparging of grains to create wort, an exploration of malt types, mashing theory, hops and hops utilization and recipe formulation. We’ll brew a batch of beer and discuss the equipment and process options for the home brewer. Prerequisite: basic prior brewing knowledge. (3 Hours)

5241 70 6:00 p.m.-9:00 p.m. (S) 12/6 BBCo. Dellinger/Rossi $40

LES150 HISTORY OF THE HUDSON VALLEY - PART I
Learn about the Dutch, English, French and Native American influences on the development of the Hudson River Valley Region and how modern towns developed out of the early settlements. Discuss local folklore and colorful historic characters of the region including: Henry Hudson, Peter Stuyvesant, Washington Irving, James Fenimore Cooper, Benedict Arnold, Major John Andre, Sybil Ludington, Edgar Allen Poe and Henry Wells. Explore how steam boats, the railroad and modern highways have impacted the region’s development. (8 Hours)

5242 90 10:00 a.m.-12:00 p.m. (S) 10/18-11/8 DS L DiMartino $84

LES151 HAUNTED TALES OF THE HUDSON VALLEY - PART I
The Hudson River Valley is considered by many researchers to be the most haunted area in the United States. This course will excite, fascinate and thrill all participants with tales of ghosts and haunted houses. It includes a history going back to the early Dutch settlements and well into the modern age. We will explore haunted houses, lighthouses, forts and even a few regional graveyards and a ship or two. Hear tales of haunting that you have never heard that will thrill those who love ghost stories. (8 Hours)

5243 90 12:30 p.m.-2:30 p.m. (S) 10/18-11/8 DS L DiMartino $84

LES130 INTRODUCTION TO MODELING CHOCOLATE FOR BAKED GOODS
Create your own edible showcase of flowers using modeling chocolate, which is a great substitute for fondant or gum paste and tastes better. Supply fees included in tuition. (2 Hours)

5244 10 6:30 p.m. - 8:30 p.m. (T) 9/16 DCC V Pulcastro $19
PRF199 INSTANT SPEED READING
Double your reading speed or more in just one class. Catch up on all your reading while relaxing on your trip. Unlike other programs that use excessive drills or practice, you will achieve results in just one class using the Farrow Method. Instructor will show you how to instantly double your own reading speed and improve your reading comprehension. Bring a notebook. (2.5 Hours)
5247 10 6:30 p.m. - 9:00 p.m. (T) 10/7 DCC W Richmond $40

PRF205 UNLEASH YOUR BRAIN: GET A PUSH-BUTTON MEMORY
Are you always forgetting where you left your car keys, or that one last item on your “to do” list? Do you want to remember every fact you learn and stop blanking out? Discover the system created by a Guinness Record holder for greatest memory. You can learn to easily recall names, dates, facts, details from conversations and quickly learn foreign language vocabulary in just one session. (2.5 Hours)
5249 10 6:30 p.m. - 9:00 p.m. (T) 10/14 DCC W Richmond $40

LES119 JEWELRY—REUSED, RENEWED, REPURPOSED
Rejuvenate those broken, inherited or gifted pieces of jewelry to give them an updated look or makeover to better suit your style. Learn to use the tools to convert broken or used pieces into new viable objects. Turn a broken necklace into a bracelet, a bracelet into earrings, etc. Please bring the jewelry you would like to change. (No class 9/24) (6 Hours)
5250 90 6:30 p.m. - 8:30 p.m. (W) 9/10-10/1 DS E Crawford $35

LES118 INTRODUCTION TO PORCELAIN DOLLMAKING
Create a personalized 19-inch sleeping porcelain doll in this exciting class which covers pouring and molding porcelain, de-molding and firing procedures, selecting skin tone and wigs, preparing for bisque firing, painting and adding final touches. $55 materials fee payable to instructor at the first class. NOTE: If anyone has previous experience in porcelain doll making they should contact instructor for different doll choice and price. (6 Hours)
5251 90 6:30 p.m. - 8:30 p.m. (W) 10/8-10/22 DS E Crawford $35

LES122 INTRODUCTION TO SCRAPBOOKING
Starting with a blank book, you will create an heirloom album of a special event or someone’s life which will leave a legacy for the future. Include personal pictures, stories, words and memorabilia as well as thoughts, passions and traditions. Students will be responsible to provide their own supplies. Bring photos and any related memorabilia to first class. (6 Hours)
5245 90 6:30 p.m. - 8:30 p.m. (W) 10/29-11/12 DS E Crawford $35

Physical Activity

LES750 BALLROOM AND LATIN DANCE—BASIC
This six-week basic dance class session includes both ballroom and Latin dances such as: Waltz, Foxtrot, Merengue, Salsa, Chacha etc. and any other dance students request. Learn how to lead, follow and move in different styles. Bring soft leather-soled shoes. (6 Hours) No class 10/11.
5246 10 11:00 a.m. - 12:00 p.m. (S) 9/27-11/8 DCC E Odescalchi $59

SPT350 TABLE TENNIS
Intended for beginners to intermediates. Learn the grip, backhand, forehand, backspin, topspin, service, return, footwork and table manner. Taught by a USATT certified instructor at The Ping Table Tennis Club, 2 St. Nicholas Road, Wappingers Falls. (8 Hours)
5248 70 5:30 p.m.-6:50 p.m. (F) 9/19-11/7 Studio Z Wang $79
ESL LOCATION KEY:

<table>
<thead>
<tr>
<th>Code</th>
<th>Location</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>BCRC</td>
<td>Beacon Community Resource Center, 23 West Center Street, Beacon</td>
</tr>
<tr>
<td>10</td>
<td>DCC</td>
<td>Main Campus, 53 Pendell Road, Poughkeepsie</td>
</tr>
<tr>
<td>50</td>
<td>NEC</td>
<td>Northeast Community Center, Millerton</td>
</tr>
<tr>
<td>55</td>
<td>ATH</td>
<td>Amenia Town Hall, 368 Mechanic Street, Amenia</td>
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<tr>
<td>80</td>
<td>HVCP</td>
<td>Hudson Valley Cerebral Palsy Center, 15 Mount Ebo Road, Brewster</td>
</tr>
<tr>
<td>82</td>
<td>PHS</td>
<td>Pawling High School, 30 Wagner Road, Pawling</td>
</tr>
<tr>
<td>90</td>
<td>DS</td>
<td>DCC South, Hollowbrook Office Park, 31 Marshall Road, Bld 4, Wappingers Falls</td>
</tr>
</tbody>
</table>

Textbooks required for all ESL levels. Assessment will be administered to determine appropriate level. Textbooks available for purchase at the DCC bookstore.

ESL100 ENGLISH AS A SECOND LANGUAGE FOR BEGINNERS

This course covers the skills of listening, speaking, reading and writing, with particular emphasis on listening and speaking. This course will prepare students to use English for everyday purposes with a focus on student-generated communication. (84-90 Hours)

Sections 10, 11, 50, 81, 90, 91: No class 11/26; Section 01, 82: No class 11/27.

<table>
<thead>
<tr>
<th>Section</th>
<th>Day/Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
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<tbody>
<tr>
<td>5284</td>
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<td>5285</td>
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<td>5286</td>
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<td>DCC L Horsman</td>
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<tr>
<td>5287</td>
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<tr>
<td>5288</td>
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<td>6:00 p.m.-9:00 p.m.</td>
<td>ATH TBA</td>
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<tr>
<td>5289</td>
<td>81</td>
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<td>HVCP D Rudl</td>
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<tr>
<td>5290</td>
<td>80</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>PHS TBA</td>
<td>$20</td>
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<tr>
<td>5291</td>
<td>90</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>DS D Hurley</td>
<td>$20</td>
</tr>
<tr>
<td>5292</td>
<td>91</td>
<td>10:00 a.m.-1:00 p.m.</td>
<td>DS C Ruhe</td>
<td>$20</td>
</tr>
</tbody>
</table>

ESL114 LEARNING ENGLISH INTERMEDIATE

This course will offer students an opportunity to practice and refine their English language skills. It is geared toward the intermediate level students. Intermediate students will develop their basic English skills through vocabulary, grammar and a focus on American culture. Group discussion of literary-ready, current events and everyday life will aim to improve pronunciation and overall comfort level speaking English. (84-90 Hours)

Sections 25 & 80: No class 11/26; Section 11 & 90: No class 11/27.

<table>
<thead>
<tr>
<th>Section</th>
<th>Day/Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
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<tr>
<td>5294</td>
<td>90</td>
<td>9:00 a.m.-12:00 p.m.</td>
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<tr>
<td>5295</td>
<td>91</td>
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<td>DCC Z Klimanis</td>
<td>$20</td>
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<tr>
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<td>11</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>DCC P Janney</td>
<td>$20</td>
</tr>
<tr>
<td>5297</td>
<td>80</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>PHS TBA</td>
<td>$20</td>
</tr>
</tbody>
</table>

ESL123 INTERMEDIATE LEVEL III ESL

This course will focus on emphasizing higher-level language activities such as reading with increased understanding, use of more complex vocabulary and written tasks.

Section 10: 60 Hours, no class 11/29; Section 80: 90 Hours, no class 11/27;

<table>
<thead>
<tr>
<th>Section</th>
<th>Day/Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>5298</td>
<td>10</td>
<td>9:00 a.m.-1:00 p.m.</td>
<td>DCC TBA</td>
<td>$20</td>
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<tr>
<td>5299</td>
<td>10</td>
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<td>$20</td>
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<tr>
<td>5300</td>
<td>80</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>DCC TBA</td>
<td>$20</td>
</tr>
</tbody>
</table>

ESL133 CONVERSATION AND VOCABULARY ESL INTERMEDIATE

Using a wide variety of mainstream publications, such as newspapers, magazines, short stories and tabloid journals, this course will offer students a chance to practice and refine their English speaking skills. (90 Hours)

No class 11/27

<table>
<thead>
<tr>
<th>Section</th>
<th>Day/Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>5301</td>
<td>10</td>
<td>10:00 a.m.-1:00 p.m.</td>
<td>DCC E Albers</td>
<td>$20</td>
</tr>
</tbody>
</table>

ESL134 ESL FOR CONVERSATION

The ESL conversation class is for students who need a place to practice English conversation. The instructor will guide conversations using a variety of games, movies and readings. As students practice their conversational skills the instructor will give them appropriate grammar corrections and suggest new vocabulary. This class is for students who already have a good understanding of English (intermediate or higher). (90 Hours)

<table>
<thead>
<tr>
<th>Section</th>
<th>Day/Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>5177</td>
<td>10</td>
<td>6:30 p.m.-9:30 p.m.</td>
<td>DCC T Winthal</td>
<td>$20</td>
</tr>
</tbody>
</table>

ESL151 WRITING FOR ESL STUDENTS

This course gives students the opportunity to learn, review and practice reading and writing skills necessary for basic level functions. (85 Hours)

<table>
<thead>
<tr>
<th>Section</th>
<th>Day/Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>5178</td>
<td>90</td>
<td>9:00 a.m.-12:00 p.m.</td>
<td>DCC T Winthal</td>
<td>$20</td>
</tr>
</tbody>
</table>
Dutchess Community College has established a series of seminar-based programs for individuals who wish to improve their job opportunities by earning their high school equivalency (HSE) formerly known as general educational development (GED).

Emphasis will be on improving writing and math skills using creative thinking and problem-solving strategies.

**HOW TO REGISTER**

**If you are ages 17 or 18**, call 431–8905 to make an appointment for the program coordinator to meet with you and your parent or guardian.

**If you are 19 or older**, you may register in person at one of the class locations during class times only, at the Office of Community Services on the main campus, or at the main office at DCC South.

You must have a state–issued ID (license, permit, non-driver ID, or passport) with you.

There are no refunds for programs.

### HSE LOCATION KEY:

<table>
<thead>
<tr>
<th>Code</th>
<th>Location</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>03s</td>
<td>BCRC</td>
<td>Beacon Community Resource Center, 23 West Center Street, Beacon</td>
</tr>
<tr>
<td>10s</td>
<td>DCC</td>
<td>Main Campus, 53 Pendell Road, Poughkeepsie</td>
</tr>
<tr>
<td>20s</td>
<td>COC</td>
<td>Circle of Courage, Union Street, Poughkeepsie</td>
</tr>
<tr>
<td>20s</td>
<td>NDI</td>
<td>Nubian Directions, 248 Main Street, Poughkeepsie</td>
</tr>
<tr>
<td>50s</td>
<td>HRHC</td>
<td>Hudson River Health Care, 3360 Route 343, Amenia</td>
</tr>
<tr>
<td>50s</td>
<td>NEC</td>
<td>Northeast Community Center, Millerton</td>
</tr>
<tr>
<td>80s</td>
<td>HVCP</td>
<td>Hudson Valley Cerebral Palsy Center, 15 Mount Ebo Road, Brewster</td>
</tr>
<tr>
<td>80s</td>
<td>PHS</td>
<td>Pawling High School, Pawling</td>
</tr>
<tr>
<td>82s</td>
<td>DES</td>
<td>Dover Elementary School, Dover Plains</td>
</tr>
<tr>
<td>90s</td>
<td>DS</td>
<td>DCC South, Hollowbrook Office Park, 31 Marshall Road, Bld 4, Wappingers Falls</td>
</tr>
</tbody>
</table>

### HSE002 HSE TRANSITIONS

Improve reading, writing and math skills. Small classroom seminars. Prepare for admission to credit classes. No classes 11/26 & 27. (Sections 04 and 25: 83 Hours; Section 80: 90 Hours)

<table>
<thead>
<tr>
<th>Code</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>5252</td>
<td>04 6:00 p.m.-9:00 p.m.</td>
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<td>J Megna</td>
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<tr>
<td>5253</td>
<td>25 6:00 p.m.-9:00 p.m.</td>
<td>DCC</td>
<td>D Long</td>
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<tr>
<td>5254</td>
<td>80 6:00 p.m.-9:00 p.m.</td>
<td>PTH</td>
<td>A Hunt</td>
<td>$20</td>
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</tbody>
</table>

### HSE003 HSE PREPARATION

(2 sessions per week) Improve reading, writing and math skills in small classroom seminars.

No class 11/26 (DCC only) and 11/27. (90 hours)

<table>
<thead>
<tr>
<th>Code</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>5255</td>
<td>01 9:00 a.m.-12:00 p.m.</td>
<td>BCRC</td>
<td>H Hines</td>
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</tr>
<tr>
<td>5256</td>
<td>10 6:30 p.m.-9:30 p.m.</td>
<td>DCC</td>
<td>E Toohey</td>
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<tr>
<td>5257</td>
<td>11 6:30 p.m.-9:30 p.m.</td>
<td>(TR)</td>
<td>9/4-12/18</td>
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<tr>
<td>5258</td>
<td>50 6:00 p.m.-9:00 p.m.</td>
<td>NEC</td>
<td>M Pujol-Thompson</td>
<td>$20</td>
</tr>
<tr>
<td>5259</td>
<td>80 5:30 p.m.-8:30 p.m.</td>
<td>HVCPC</td>
<td>W Flemister</td>
<td>$20</td>
</tr>
<tr>
<td>5260</td>
<td>82 6:00 p.m.-9:00 p.m.</td>
<td>DES</td>
<td>D Ham</td>
<td>$20</td>
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<tr>
<td>5261</td>
<td>90 6:30 p.m.-9:30 p.m.</td>
<td>(TR)</td>
<td>9/4-12/18</td>
<td>$20</td>
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</tbody>
</table>

### HSE007 HSE TRANSITIONS PLUS

(4/5 sessions per week) Improve reading, writing and math skills in small classroom seminars and prepare for admission to credit classes. No class 11/27 & 28. (456 Hours)

<table>
<thead>
<tr>
<th>Code</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>5263</td>
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<tr>
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<td>9/3-12/19</td>
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<tr>
<td>5266</td>
<td>26 9:00 a.m.-3:00 p.m.</td>
<td>NDI</td>
<td>B Horan</td>
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</tr>
<tr>
<td>5267</td>
<td>90 8:00 a.m.-2:00 p.m.</td>
<td>(MTWR)</td>
<td>9/3-12/19</td>
<td>$20</td>
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</tbody>
</table>
## HSE Graduation June 17, 2014

### HSE016 SPANISH HIGH SCHOOL EQUIVALENCY (HSE en español)

Designed for students whose first language is Spanish. All instruction in Spanish. (Sessions vary - las sesiones varían) Diseñado para los estudiantes cuyo primer idioma es el español. La instrucción es toda en Español. (lunes y miércoles)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Session</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
<th>Fee</th>
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<tbody>
<tr>
<td>5268</td>
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<td>9:00 a.m.-1:00 p.m.</td>
<td>(S)</td>
<td>9/6-12/20</td>
<td>BCRC</td>
<td>E Huíncho</td>
</tr>
<tr>
<td>5269</td>
<td>03</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>(MW)</td>
<td>9/3-12/17</td>
<td>BCRC</td>
<td>J Huíncho</td>
</tr>
<tr>
<td>5270</td>
<td>10</td>
<td>6:30 p.m.-9:30 p.m.</td>
<td>(MW)</td>
<td>9/3-12/17</td>
<td>DCC</td>
<td>E Huíncho</td>
</tr>
<tr>
<td>5271</td>
<td>11</td>
<td>9:00 a.m.-1:00 p.m.</td>
<td>(MW)</td>
<td>9/3-12/17</td>
<td>DCC</td>
<td>J Huíncho</td>
</tr>
<tr>
<td>5272</td>
<td>12</td>
<td>9:00 a.m.-1:00 p.m.</td>
<td>(S)</td>
<td>9/6-12/20</td>
<td>DCC</td>
<td>J Huíncho</td>
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<tr>
<td>5273</td>
<td>25</td>
<td>3:30 p.m.-6:30 p.m.</td>
<td>(MWR)</td>
<td>9/3-12/19</td>
<td>NDI</td>
<td>E Huíncho</td>
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<tr>
<td>5274</td>
<td>50</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>(TR)</td>
<td>9/4-12/18</td>
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<td>M Pujol-Thompson</td>
</tr>
<tr>
<td>5275</td>
<td>51</td>
<td>9:00 a.m.-1:00 p.m.</td>
<td>(S)</td>
<td>9/6-12/20</td>
<td>NEC</td>
<td>J Saquicela</td>
</tr>
<tr>
<td>5276</td>
<td>52</td>
<td>8:00 a.m.-1:00 p.m.</td>
<td>(M)</td>
<td>9/8-12/22</td>
<td>HRHC</td>
<td>J Saquicela</td>
</tr>
<tr>
<td>5277</td>
<td>80</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>(TRF)</td>
<td>9/4-12/19</td>
<td>PHS</td>
<td>J Saquicela</td>
</tr>
<tr>
<td>5278</td>
<td>82</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>(MW)</td>
<td>9/3-12/17</td>
<td>DES</td>
<td>J Saquicela</td>
</tr>
<tr>
<td>5279</td>
<td>83</td>
<td>6:30 p.m.-9:30 p.m.</td>
<td>(MW)</td>
<td>9/3-12/17</td>
<td>HVCPC</td>
<td>J Rodríguez</td>
</tr>
<tr>
<td>5280</td>
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<td>5281</td>
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<td>(MWR)</td>
<td>9/4-12/18</td>
<td>DS</td>
<td>J Cuellar</td>
</tr>
</tbody>
</table>

Still confused about the new requirements for a High School Equivalency Diploma in New York state? Call 431-8905 for more information.

ONLINE REGISTRATION: sunydutchess.edu/cfweb
Whether for personal growth or preparation for a musical career, studying with a professional performing musician will provide a lifetime of enrichment. The Music School at DCC has offered instruction since 1972. Non-credit classes and lessons are offered for children and adults.

Laura G. Doe joined the DCC Music School’s faculty of voice instructors in summer 2006. Since then, she has taught group and private vocal music lessons, Kindermusik classes, and co-taught DCC’s Summer Music Institutes. In addition, she has directed the Piano Institute, Performing Arts Institute, and founded DCC’s own Intergenerational Women’s Choir.

Laura has also performed widely throughout the Hudson Valley, through the Bardavon Opera House, Center for Performing Arts at Rhinebeck, and Hudson Valley Bachfest. She holds an A.S. in Performing Arts from DCC, a B.M. in Vocal Music Education from the Crane School of Music, and an M.M. in Vocal Performance from Crane.

PLEASE REGISTER EARLY!
PHONE: (845) 431-8910
Monday - Thursday 8 a.m. - 8 p.m.
and Friday 8 a.m. - 5 p.m.
FAX: (845) 431-8988
ONLINE: sunyduchess.edu/continuingeducation/musicschool

Fall 2014: Sept. 2 - Dec. 20
Returning individual lesson students register prior to 8/31/14 to reserve your lesson time.

Holidays:
September 1...Labor Day
November 27-30...Thanksgiving Recess
No classes after December 20

STUDENT RECITALS:
Saturday, December 13
1:00 p.m. - students age 12 and under
3:00 p.m. - teens ages 13 to 18
5:00 p.m. - adult students

Purchase a gift certificate for a loved one for a birthday, holiday or no occasion at all!
Call us and we’ll send you a gift certificate by mail.
Music School (845) 431-8917
All other classes (845) 431-8910
Kindermusik is an internationally known music program for young children. Each semester offers new music lessons and new materials. This program provides excellent preparation for later instrumental/vocal study.

Certified Kindermusik instructors: Katherine DeFiglio, Laura G. Doe, Sally Doe, Ina Segnit and Jacqueline Venable Jordan.

MUX101 KINDERMUSIK VILLAGE – BIRTH–18 MONTHS
(10 Sessions) Village introduces the newborn to 18-month-old child to musical movement, social interaction, language development, story time listening and playing of simple instruments. The lap baby, crawler and walker participate very closely with their parent/caregiver. Please register at least one week in advance to be sure of receiving take-home materials on time. Home materials included in the tuition. No classes 11/28 and 11/29.

5003  10  11:15 a.m.-12:00 p.m.  (S) 9/27-12/6  DCC  J Venable Jordan  $170
5004  90  11:15 a.m.-12:00 p.m.  (F) 9/26-12/5  DS  J Venable Jordan  $170
5005  25  11:15 a.m.-12:00 p.m.  (T) 9/30-12/2  SP  J Venable Jordan  $170

MUX102 KINDERMUSIK OUR TIME – 18 MONTHS–3 YEARS
(10 Sessions) Together with a parent/caregiver, children enjoy singing, moving, listening, interacting socially and playing simple instruments. Language skills are fostered with singing and vocal play. Please register at least one week in advance to be sure of receiving take home materials on time. Home materials included in the tuition. No classes 11/28 and 11/29.

5006  10  10:15 a.m.-11:00 a.m.  (S) 9/27-12/6  DCC  J Venable Jordan  $185
5007  90  10:15 a.m.-11:00 a.m.  (F) 9/26-12/5  DS  J Venable Jordan  $185
5008  25  10:15 a.m.-11:00 p.m.  (T) 9/30-12/2  SP  J Venable Jordan  $185

MUX 600 SING AND DRUM FOR 3-4-YEAR-OLDS AND THEIR PARENTS/GRANDPARENTS
(10 Sessions) Taught by a professional voice instructor/certified Kindermusik teacher, this class welcomes children to explore singing, playing percussion instruments, and musicianship through movement. Children will participate with their adult caregiver(s). No class 11/29.

5009  10  9:15 a.m.-10:00 a.m.  (S) 9/27-12/6  DCC  J Venable Jordan  $140

See page 30 for MUX199 Pre-Twinkler Suzuki Violin & Cello (Ages 3-4)
Suzuki philosophy states that every child can develop musical ability. Children begin study at an early age since initial learning takes place through listening and the development of the ear and memory. Attention is given to tone, expression and the technique to achieve them. Parental involvement in lessons/classes/home practice is essential to the child's success.

PRIVATE AND GROUP SUZUKI LESSONS FOR CHILDREN
Suzuki students register for weekly lessons. Suzuki violin students may register for a group class at the appropriate level. Parent attends each lesson or group class. Individual lessons focus on mastery of the instrument, while group classes develop ensemble skills needed for orchestral playing. With permission of the instructor, parent and child may share a semi-private lesson in which both learn to play the instrument.

INDIVIDUAL LESSONS: (14 sessions)
Section 10  30-minute lessons  $395
Section 11  45-minute lessons  $580
Section 12  60-minute lessons  $770
Smaller lesson packages are available with approval of instructor.

INSTRUMENTS AND MATERIALS
Suzuki’s book “Nurtured by Love” is required reading material for parents. Each child/parent team obtains listening tapes and books appropriate to the curriculum. Suzuki piano instruction requires an acoustic piano or a digital keyboard with weighted full-size touch-sensitive keys and at least 6 ½ octaves for home practice.

For violin or cello rentals, contact Stamell Strings at (845) 337-3030 or Joseph Regh Violins at (845) 297-2521.

Attention Violin Parents:
Violin sizes fit the child, who should be measured by the teacher.
Rental allows you to change violin size as your child grows, and rental fees may often be applied to purchase when ready. Some dealers allow trade-ins on purchased instruments as well.

REQUIRED SUZUKI PARENT ORIENTATION:
Saturday, September 6, 11 a.m. - 12 p.m.
This class is required for parents of all new Suzuki students and is open to other interested parents. Since success in the Suzuki approach is dependent on the parent’s role, enrollment in this PARENTS ONLY class is essential.
Instructors: Beverly Poyerd and Nettie R. West

MUZ 199 PRE-TWINKLER SUZUKI VIOLIN AND CELLO (AGES 3-4)
(10 Sessions) Includes parental instruction. This small group class is for young children who want to begin to learn to play violin or cello. Goals are to develop focus, balance, rhythm and musical sense in a loving and supportive environment and to prepare parent and child for successful violin or cello study. Suzuki Parent Orientation is recommended. No class: 9/27, 10/18, 11/22, 11/29

Section 10 is for new beginners. Instruments required by the third session.
5010  10  12:00 p.m.-12:45 p.m.  (S) 9/13-12/13  DCC  J Vilkelis  $140
Section 11 is for continuing Suzuki cello
5011  11  1:15 p.m.-2:00 p.m.  (S) 9/13-12/13  DCC  J Vilkelis  $140
Section 12 is for continuing Suzuki violin 1
5012  12  9:30 a.m.-10:15 p.m.  (S) 9/13-12/13  DCC  J Vilkelis  $140
Section 13 is for continuing Suzuki violin 2 - for students with more than one semester of Pre-Twinkler Suzuki violin
5013  13  10:30 a.m.-11:15 a.m.  (S) 9/13-12/13  DCC  J Vilkelis  $140

SUZUKI FACULTY
Suzuki Strings Coordinator: Nettie R. West
Violin: Julie Paradies, Heeja Questad, Nettie R. West
Cello: Jean Vilkelis
Piano: Ariana Barkeshli, Richard Devens, Beverly Poyerd, Nettie R. West
MUX200 SUZUKI VIOLIN GROUPS

Sections 10, 11 and 12 are for BEGINNERS AGES 5-7 or advanced beginners from previous semester. For violin rentals, contact Stamell Strings at (845) 337-3030 or Joseph Regh Violins at (845) 297-2521, after children are measured on the first class date.

Sections 10 and 11 (12 Sessions) consist of eight Group Sessions and four 30-minute individual lessons with Nettie West.

Section 10 is for new beginners; Section 11 is for advanced beginners from previous semester. Class dates 9/13, 9/27, 10/5, 10/25, 11/8, 11/22, 12/6, 12/13.

Individual lesson dates will be arranged with the instructor.

<table>
<thead>
<tr>
<th>Course</th>
<th>Section</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
<th>Registration Fee</th>
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<tbody>
<tr>
<td>MUX200</td>
<td>5014</td>
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<td>DCC N West</td>
<td>$200</td>
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<td></td>
<td>5015</td>
<td>10:30 a.m.-11:15 a.m.</td>
<td>(S)</td>
<td>DCC N West</td>
<td>$200</td>
<td></td>
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</tbody>
</table>

Section 12 (8 Sessions) consists of 8 Group Sessions for beginning students interested in group only or students taking individual lessons with other Suzuki violin instructors.

<table>
<thead>
<tr>
<th>Course</th>
<th>Section</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
<th>Registration Fee</th>
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<tbody>
<tr>
<td>MUX200</td>
<td>5016</td>
<td>11:15 a.m.-12:00 p.m.</td>
<td>(S)</td>
<td>DCC N West</td>
<td>$100</td>
<td></td>
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</tbody>
</table>

(8 Sessions) In the INTERMEDIATE GROUP we review our pieces together. Includes learning duet parts to the Suzuki pieces, playing some fiddle tunes and rounds, plus two fun improvisation sessions. Class dates 9/11, 9/25, 10/2, 10/23, 11/6, 11/20, 12/4, 12/18.

Group meets in Lagrangeville studio.

<table>
<thead>
<tr>
<th>Course</th>
<th>Section</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
<th>Registration Fee</th>
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</thead>
<tbody>
<tr>
<td>MUX200</td>
<td>5017</td>
<td>5:30 p.m. - 6:15 p.m.</td>
<td>(R)</td>
<td>Studio N West</td>
<td>$100</td>
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</table>

Music Theory

MUX 238 INTRODUCTION TO READING MUSIC I and II

(6 Sessions) This course series introduces teenagers and adults to the basics of reading musical notation. Beginning students as well as musicians with limited experience reading sheet music are invited to attend. Topics will include reading the bass and treble clefs, key signatures, intervals, scales, triads, commonly used vocabulary and articulation marks. This course contains a brief introduction to music theory, ear training and sight singing. The content and pacing of the class will be tailored to the interests and abilities of those who attend.

<table>
<thead>
<tr>
<th>Course</th>
<th>Section</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
<th>Registration Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUX200</td>
<td>5019</td>
<td>6:00 p.m.- 6:45 p.m.</td>
<td>(W)</td>
<td>SP D Yerry</td>
<td>$80</td>
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</table>

Sections 26 and 27 are a 6-week continuation course for those who have completed Section 25 or with permission of the instructor.

<table>
<thead>
<tr>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>MUX200</td>
<td>5020</td>
<td>7:00 p.m.- 7:45 p.m.</td>
<td>(W)</td>
<td>SP D Yerry</td>
<td>$80</td>
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<tr>
<td></td>
<td>5021</td>
<td>6:00 p.m.- 6:45 p.m.</td>
<td>(W)</td>
<td>SP D Yerry</td>
<td>$80</td>
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</tbody>
</table>

SUZUKI PIANO STUDENTS REGISTER FOR INDIVIDUAL LESSONS ONLY.

Chamber Music

Chamber music is a form of classical music written for a small group of instruments usually with one performer to a part. Because of its intimate nature, chamber music has been described as “the music of friends.” Playing chamber music requires special skills which are different from the skills required for playing solo or symphonic works.

All ages and instruments are welcome. Form your own group with a minimum of two people and set your own schedule with one of our professional coaches. Most groups meet for six sessions, concluding with an optional performance.

Interested students, please call Laura G. Doe, Music School director, at (845) 431-8916.
Guitar

MUX 502 INTRODUCTION TO GUITAR FOR BEGINNERS (ADULTS AND KIDS)
(10 Sessions) Learn the basics of playing guitar: chords, strumming, finger-picking, how to play solos, fundamentals of music and technique. Lots of “hands-on” experience in a variety of styles, including Alternative, Folk, Blues, Pop, Classical and Flamenco. You will finish this course able to play simple tunes and chords. Students bring their own guitar to every class. If you have questions on obtaining a guitar, please contact the instructor.

Section 10: ages 13 - adult; Section 11: ages 9-12; and Section 12: ages 6-8.

5022 10 7:00 p.m.–8:30 p.m. (M) 10/6-12/8 DCC D Stevens $230
5023 11 6:00 p.m.–7:00 p.m. (M) 10/6-12/8 DCC D Stevens $165
5024 12 5:15 p.m.–6:00 p.m. (M) 10/6-12/8 DCC D Stevens $135

MUX 515 POPULAR GUITAR STYLES (ADVANCED BEGINNER) ENSEMBLE
(10 Sessions) This class is for guitarists looking to gain experience playing popular songs with a group. Classic and alternative rock, pop and other styles geared to the interest of the class will be explored with expansion on the rhythm, strumming, lead and fingerpicking techniques covered in the adult Introduction to Guitar class. No class 11/26.

5025 10 6:00 p.m.–7:15 p.m. (W) 10/1-12/10 DCC D Stevens $205
MUX 516 INTRODUCTION TO CLASSICAL GUITAR (ADVANCED BEGINNER)  
(10 Sessions) Learn how to read staff notation on guitar using finger style classical guitar technique. Some Spanish Flamenco guitar techniques also will be explored. Class will focus on both solo and ensemble music using staff notation. No class 11/26.  
5026 10 5:00 p.m.-6:00 p.m.  (W) 10/1-12/10 DCC D Stevens $165

MUX 520 GUITAR PERFORMANCE ENSEMBLE FOR INTERMEDIATE TO ADVANCED PLAYERS  
(10 Sessions) Styles of music range from classical to popular and are geared toward the interests of the class members. The first part of class is spent warming up and playing music together. During the second half, topics pertaining to performance such as mental preparation and overcoming stage fright are covered. Students also will have plenty of time to gain performance experience in a friendly and supportive environment. Ability to read rhythms from whole to eighth notes is required. Guitarists should be familiar with all notes in first position. Electric, acoustic and classical guitarists are all welcome as well as singing guitarists. 
BASS PLAYERS WELCOME TOO! No class 11/26.

Jazz and Rock

MUX 540 JAZZ ENSEMBLE  
(10 Sessions) Explore the world of jazz improvisation with an ensemble. Students will increase technical facility on their instrument while achieving interactive ensemble playing, including harmonic and rhythmic exploration. Available to intermediate and advanced players of any instrument, from junior high school age through adult. Interested new students, please call Laura G. Doe, Music School director, at (845) 431-8916.  
5028 25 7:00 p.m.-8:00 p.m.  (M) 9/8-11/10 SP D Stevens $210

MUX 541 SCHOOL OF ROCK!  
(10 Sessions) Rock band needs drums, bass, guitar, vocals. For ages 12-15 but adults allowed. No class 11/28.

Vocal Group Classes

MUX 601 LET’S SING! (Ages 5-8)  
(10 Sessions) Children will experience the joy of singing in a group setting. Using creative play and exciting songs, they will learn basic singing techniques including pitch matching, breath support, and body awareness. No class 11/29.

MUX 602 KIDS SING MUSICAL THEATER (AGES 9-12)  
(10 Sessions) Students will develop singing technique, acting and stage presence while learning Broadway songs in a group setting.

MUX 613 VOCAL TECHNIQUE FOR ADULTS  
(6 Sessions) Good vocal technique begins with the fundamentals. In an atmosphere of safety and respect, we will work on the breathing and body support that will inform your singing for the rest of your life. Beginners to advanced singers are welcome.

Group Instrumental Classes

MUX 619 RECREATIONAL MUSIC MAKING (RMM) GROUP PIANO FOR ADULTS & SENIOR ADULTS (BEGINNER & CONTINUATION CLASSES)  
(8 Sessions) RMM believes that every life needs music and anyone can learn to play the piano. The desire to learn is the only prerequisite. The classes are not about the final products but about the joy found in the process along the way. Classmates encourage and support one another as they make music together and the teacher acts as a facilitator who allows the students to relax, accept and enjoy each step in their musical journey. 
NOTE: THERE IS NOT A SENIOR DISCOUNT FOR THIS CLASS SINCE DISCOUNT IS FACTORED INTO CURRENT FEE.

See page 29 for early childhood singing.
MUX 621 BEGINNING VIOLIN FOR ADULTS
(10 Sessions) Have you always wanted to play the violin? Or are you someone who played as a child and longs to return to the instrument? This class is for adult beginners and those wishing to go back to the beginning. Materials: “Suzuki Violin Book, Volume 1” and “200 Essential Elements Book 1.” For violin rentals, contact Stamell Strings at (845) 337-3030 or Joseph Regh Violins at (845) 297-2521. No classes 10/14, 11/4, 11/25.
5036 10 7:30 p.m.–8:30 p.m. (T) 9/16-12/9 DCC H Questad $200

MUX 622 INTERMEDIATE VIOLIN FOR ADULTS
(10 Sessions) This class is for students who have completed MUX621 or have studied violin in the past and currently play at an advanced beginner to intermediate level. Materials: “Suzuki Violin Book, Volumes 2 and 3” and “2000 Essential Elements, Book 2.” No classes 10/14, 11/4, 11/25.
5037 10 6:30 p.m.–7:30 p.m. (T) 9/16-12/9 DCC H Questad $200

MUX 628 ADVANCED VIOLIN FOR ADULTS
5038 10 5:30 p.m.–6:30 p.m. (T) 9/16-12/9 DCC H Questad $200

MUX 631 INTRODUCTION TO HARP FOR BEGINNERS, ADULTS, TEENS 13 AND UP
(12 Sessions) Love Celtic music? Learn to play the harp, fabled instrument of the ancient bards. Join with others in a small group setting to explore the sound and songs of this beautiful instrument. We will learn the basics of playing by ear and example. Some music background is helpful, but not required. Bring your own harp or rent a Celtic-style lap harp through the instructor. Harp rental (max 4 available) $50 per semester. $100 deposit required (refunded if harp is returned undamaged) If under age 21, parent/guardian must sign for harp rental.
5039 25 5:45 p.m.–6:45 p.m. (M) 9/15-12/15 SP J Chenette $185

MUX 660 UKULELE FOR BEGINNERS (AGES 10-ADULT)
(10 Sessions) Enjoy discovering the basics of playing this accessible and fun instrument. We will learn tuning, chords, scales, strumming and songs. No class 11/29.
5040 10 2:15 p.m.-3:00 p.m. (S) 9/27-12/6 DCC D Stevens $140

MUX 661 ACOUSTIC ENSEMBLE
(10 Sessions) Looking to join in an acoustic ensemble? Guitar, ukulele, mandolin, percussion, and bass players all are welcome to share this acoustic adventure. No class 11/29.
5041 10 3:00 p.m.–3:45 p.m. (S) 9/27-12/6 DCC D Stevens $140

See page 29 for early childhood instrumental classes.
See page 32 for group guitar classes.

Policies & Procedures

Missed Lessons and Tardiness

Group Lessons - It is not possible to make up lost instruction for a lack of class attendance. There are no make-up classes unless the class is canceled by the instructor or the college. No portion of the tuition is refundable.

Individual Lessons - Care should be taken to attend all scheduled lessons. While our teachers make every effort to reschedule lessons that are canceled in advance, this is not always possible and teachers are not obligated to arrange make-up lessons. Make-ups are not possible for lessons canceled with less than 24-hour notice, for no-shows or for canceled make-ups. Teachers do not teach beyond the scheduled time or make up any lesson time if a student is late. If a teacher cancels a lesson or is late, make-up lessons or additional times are arranged. No make-up lessons are to be scheduled past the end of the semester.

Please see page 36 for additional policy information.
Registration Acknowledgment
Each registrant will receive a receipt and schedule. The College may cancel any course that lacks sufficient enrollment. When the decision is made to cancel a course, cancellation notices will be sent to all registrants.

Classroom Assignments
On the Friday before your class begins, go to sunydutchess.edu/cfweb and click on the class locations under Continuing Education or call 431-8001.

Books and Supplies
Please read the course description. If there is a requirement to purchase books and/or supplies in addition to the tuition charge, it will be noted in the course description. Books may be purchased from the bookstore.

Tuition Refund Policy
Refunds for non-credit courses will be given if requested prior to the end of the business day before the course starts. A $10 ($20 for Summer Academies) processing fee will be deducted from this refund. Full refunds will be given for all courses that are canceled by the College.

Senior Citizen Tuition Policy
Individuals 65 or older may register for a non-credit course for half of the published tuition. A picture ID with your birth date must be presented or mailed at the time of the first registration.
NOTE: SENIOR CITIZEN TUITION PROGRAM CANNOT BE USED FOR PRIVATE MUSIC LESSONS OR ONLINE COURSES.

Directory Information/Release of Information:
Personally identifiable information is not given out without the student’s written authorization unless it is directory information. Directory information consists of name, email, dates of attendance and enrollment status. If a student does not wish directory information released, he/she must submit a written request to the Office of the Registrar before the beginning of each semester.

Disabled Persons
ACCES-VR (Adult Career and Continuing Education Services-Vocational Rehabilitation) may provide tuition assistance for eligible individuals for certain programs. For more information visit www.acces.nysed.gov/vr.

COMMUNITY SERVICES ADMINISTRATION
Virginia Stoeffel, Dean of Community Services and Special Programs
Tim Vermillion, Assistant Dean
Laura G. Doe, Director, DCC Music School
Michael Hill, DDP Coordinator
Jacqueline Port, EMS Coordinator
Staff: Margie Cooper, Grace Diaz, Nancy Fitzpatrick, Bonnie Goodrich, Maryann Kayes, Cheryl Medeiros, Barbara Mosher, Lynette Patrice and Carol Walker

OUR MAILING ADDRESS IS:
Dutchess Community College
Office of Community Services
Bowne Hall, Room 118
53 Pendell Road
Poughkeepsie, NY 12601
The College does not discriminate on the basis of race, color, gender, religion, national origin, disability or sexual orientation.
The college reserves the right to make substitutions for instructors listed in this brochure without prior notice.

How To Read the Schedule

<table>
<thead>
<tr>
<th>CRN</th>
<th>Section #</th>
<th>Time</th>
<th>(Day)</th>
<th>Date</th>
<th>Location</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>5136</td>
<td>90</td>
<td>6:00 p.m.-8:00 p.m.</td>
<td>(R) 7/24-8/28</td>
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<td>D Stillwood</td>
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Day Code
M = Monday, T = Tuesday, W = Wednesday, R = Thursday, F = Friday, S = Saturday, U = Sunday

Course Locations

<table>
<thead>
<tr>
<th>Section #</th>
<th>Abbreviations</th>
<th>Addresses</th>
</tr>
</thead>
<tbody>
<tr>
<td>10s</td>
<td>DCC</td>
<td>Main Campus, 53 Pendell Road, Poughkeepsie</td>
</tr>
<tr>
<td>90s</td>
<td>DS</td>
<td>Dutchess South, Hollowbrook Office Park</td>
</tr>
<tr>
<td></td>
<td></td>
<td>31 Marshall Road, Building 4, Wappingers Falls</td>
</tr>
</tbody>
</table>
By Phone: If you hold a Discover, MasterCard, American Express or VISA call the

Registration Hotline: (845) 431-8910, 8 a.m. - 8 p.m., Monday - Thursday and 8 a.m. to 5 p.m., Friday.

Online: sunydutchess.edu/cfweb

By Fax: If you are registering by credit card with a Discover, MasterCard, American Express or VISA, we can accept your course registration by Fax. Send Fax of completed registration form to (845) 431-8988.

By Mail: Complete Registration Form and return with check, money order, or credit card information to: Office of Community Services, Dutchess Community College, 53 Pendell Road, Poughkeepsie, NY 12601

Mail form and tuition payable to:
Dutchess Community College c/o Office of Community Services
53 Pendell Road, Poughkeepsie, NY 12601
(845) 431-8910  FAX (845) 431-8988

PLEASE PRINT USE FULL LEGAL NAME |

| *MANDATORY INFORMATION |

DCC ID# (If available) A_________________________  *Birthdate: ___-___-___

☐ M  ☐ F  *Name Last ______________________________  *First __________________  *M.I. _____

*Street _______________________________  *City/Town __________________  *State ____  *Zip ______

County ___________________  *Phone (Home)____________________  *(Cell) _____________________

*Email ____________________________________________________________________________

Have you ever taken a credit or non-credit course at DCC before? ☐ Yes  ☐ No

Method of Payment: ☐ Voucher (Attach)  ☐ Check  ☐ P.O.(#)________  ☐ Cash  ☐ Money Order  ☐ Charge Card

<table>
<thead>
<tr>
<th>CRN#</th>
<th>COURSE #</th>
<th>SECTION</th>
<th>BEGIN DATE</th>
<th>COURSE TITLE</th>
<th>FEE</th>
</tr>
</thead>
</table>

Signature_________________________________ TOTAL __________

TO PAY BY CREDIT CARD COMPLETE THE FOLLOWING:

I, [Card Holder Name] ____________________________________________________________

authorize DCC to charge $ ______________________________

Account Used: ☐ MASTERCARD  ☐ VISA  ☐ DISCOVER  ☐ AMERICAN EXPRESS  Security Code: __________

Account #____________________________________________ Exp. Date: ___________________

Authorized Signature: ___________________________________ Date: ___________________

DEMOGRAPHIC INFORMATION

*Gender:  ☐ Male  ☐ Female  Are you Hispanic/Latino? ☐ Yes  ☐ No

If Hispanic/Latino, is your background (select one):  ☐ Central American  ☐ Dominican

☐ Mexican  ☐ Puerto Rican  ☐ South American  ☐ Other Hispanic/Latino

Is your race (select one or more):  ☐ American Indian or Alaskan Native  ☐ Asian

☐ Black or African American  ☐ Native Hawaiian or Other Pacific Islander  ☐ White

ONLINE REGISTRATION: sunydutchess.edu/cfweb
CONTINUING AND PROFESSIONAL EDUCATION

Career Training
Music School
Personal Enrichment
Teen Classes
Workforce Training
ESL | HSE