Here’s a way to reduce your college costs!

Summer Classes at MxCC

By taking MxCC’s summer classes, you may be able to complete your studies in fewer semesters, saving you both time and money.

3 SESSIONS
May 27- July 1 (5 Weeks)
May 27- August 8 (10 Weeks)
July 7 - August 6 (5 Weeks)

SUMMER REGISTRATION INFO:
MXCC.EDU/SUMMER

At MxCC, you can take five courses a semester for the same cost as four*.  mxcc.edu/take5

*Applies to fall and spring semesters only.
WELCOME!
Congratulations on your decision to consider Middlesex Community College to further your education! At Middlesex Community College, you’ll get personal attention from dedicated professors in small class settings; guidance from experienced counselors and advisors who will help you clearly define and achieve your goals; programs that will help you launch or build your career in some of today’s fastest-growing fields; and, affordable tuition that saves thousands of dollars over the average cost of most other two and four-year colleges.

Middlesex offers access to cutting-edge technology and state-of-the-art educational facilities in a suburban setting located in the scenic heart of the Connecticut River Valley. Work on the latest computer systems in our computer and business laboratories in Wheaton Hall. Cater to your curiosity as you study in the bright and modern Jean Burr Smith Library facility. We have everything you need to reach your greatest potential: an outstanding faculty, small classes, support services, academic advising, career placement assistance, transfer counseling, and a variety of student activities. Come see what Middlesex Community College has for you!

MISSION & VISION
In all it does, Middlesex Community College strives to be the college of its community. By providing high quality, affordable, and accessible education to a diverse population, the College enhances the strengths of individuals through degree, certificate, and lifelong learning programs that lead to university transfer, career opportunities, and an enriched awareness of our shared responsibilities as global citizens.

Summer Course Offerings ... 3-6
6 STEPS TO TAKING CREDIT CLASSES AT MXCC!
1 Apply for Admission ............................................ 7
2 Apply for Financial Aid ....................................... 8
3 Take the Basic Skills Assessment .................... 9
4 Meet With an Advisor and Register .................. 9
5 Continuing Students: Register Online .............. 10
6 Pay Tuition and Fees .......................................... 12
General information ............................................. 14-15
Degrees & Certificates ......................................... 16
Programs & Advisors .......................................... 17
Meriden Center .................................................... 18
Distance Learning/Hybrid ..................................... 19
Important Dates and Telephone Numbers .............. 20
Fall Course Offerings .......................................... 21
New Programs at MxCC ........................................ 22-23
Learning Options and Late Starts ....................... 24-30
Continuing Education ......................................... 31-35
Upcoming Events ............................................ back cover

MXCC IS USING QR CODES!
Staying connected to MxCC just got easier. Square barcodes, like the one below, can be scanned by a mobile smart phone and links the cell phone directly to a specific web page or URL.

MXCC Website

Middlesex Community College does not discriminate on the basis of race, color, religious creed, age, gender, gender identity or expression, national origin, marital status, ancestry, present or past history of mental disorder; learning disability or physical disability; political belief; veteran status; sexual orientation; genetic information or criminal record. The following person has been designated to handle inquiries regarding the non-discrimination policies: The following person has been designated to coordinate inquiries regarding the non-discrimination policies: Dr. Adrienne Maslin; Dean of Students/Title IX and Section 504/ADA Coordinator, Middlesex Community College, 100 Training Hill Road, Middletown, CT 06457; amaslin@mxcc.edu.

MxCC makes every effort to ensure that all information provided is accurate. The information is subject to change. The online student registration system provides the most accurate listing of courses, available seats and other updates.
### SUMMER CREDIT COURSES

#### REGISTRATION DATES FOR SUMMER COURSES:
- April 7: Online registration for continuing students begins.
- April 23: In-Person Registration for new, continuing, and readmit students begins.

#### ADMISSIONS & REGISTRATION HOURS FOR SUMMER COURSES:
- Mondays: 9 a.m. – 4:00 p.m.
- Tuesdays-Thursdays: 9 a.m. – 4:00 p.m.
- Fridays: 9 a.m. – 3:00 p.m.

#### SUMMER TUITION RATES

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See complete tuition and fees for summer at [ct.edu/admission/tuition](http://ct.edu/admission/tuition).

#### 5-WEEK SUMMER SESSION I (May 27 - July 1)

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<tr>
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#### SUMMER TUITION RATES

There are 3 Summer Sessions: 5 Week Session I (May 27 - July 1); 5 Week Session II (July 7 - August 8); 10 Week Session III (May 27 - August 6)

#### SUMMER 2014 CLASS SCHEDULE

For an up-to-date listing, visit [www.my.commnet.edu](http://www.my.commnet.edu) and search for Middlesex’s Summer 2014 courses.

### REGISTRATION INFO:
- MXCC.EDU/SUMMER
### Session I (May 27 - July 1)

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<th>Credits</th>
<th>Session Days</th>
<th>Start</th>
<th>End</th>
<th>Bldg</th>
<th>Room</th>
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<tr>
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There are 3 Summer Sessions: 5 Week Session I (May 27-July 1); 5 Week Session II (July 7-August 8); 10 Week Session III (May 27-August 6)

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10-WEEK SUMMER SESSION III (May 27-August 6)

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There are 3 Summer Sessions: 5 Week Session I (May 27-July 1); 5 Week Session II (July 7-August 8); 10 Week Session III (May 27-August 6)

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FOR THE MOST UP-TO-DATE COURSE AVAILABILITY, GO TO

my.commnet.edu and click on “Search for Courses” in the right hand column.
Select term, college (Middlesex CC), level (Credit), and click “Get Courses”.
1 APPLY FOR ADMISSION

Fall semester classes begin on Wednesday, August 27, 2014. All new students are strongly encouraged to apply and register early for the best course selection.

To Apply For Admission, Please Complete These Easy Steps:

- Complete the application for admission
  - To apply online, go to http://my.commnet.edu
  - Select “Apply for Admission”
  - Select “Middlesex”
  - Click on “First Time User Account Creation”
  - or go to www.mxcc.edu/Admissions for a printable application form
- Pay the $20 application fee
- Submit proof of high school or GED completion
- Show proof of Measles/Mumps/Rubella/Varicella Immunity*. For additional information, including exemptions, contact the Office of Admissions at 860-343-5719.

Fall semester classes begin on Wednesday, August 27, 2014. All new students are strongly encouraged to apply and register early for the best course selection.

WHAT IS MYCOMMNET?

myCommNet is the portal that provides access to Banner online student self-service, Blackboard Learn, MxCC’s course management system, and other online services.

OFFICE HOURS

Admissions
Founders Hall, Rm. 153
860-343-5719
When spring and fall semester classes are in session
Monday* - Friday: 8:30 a.m.-4:30 p.m."

Records/Registrar
Founders Hall, Rm. 153
860-343-5724
Monday* - Friday: 8:00 a.m.-4:30 p.m.*

Meriden Welcome Center
203-238-6202
Information and Assistance with Admissions, Academic Advising, and Registration
Monday: 8:30 a.m. - 4:30 p.m.
Tuesday-Thursday: 9:00 a.m. - 4:00 p.m.
Friday: 9:00 a.m.- 3:00 p.m.

*Monday until 6 p.m. during Fall and Spring semester class periods. The office will also be open on Monday evenings until June during the month of August.

Prospective international students seeking information on the admissions process should visit: www.mxcc.edu/International
International students seeking additional information may also contact the Office of Admissions at 860-343-5719.

* Adequate Immunization:
  - Measles: Two doses
  - Mumps: Two doses
  - Rubella (German Measles): Two doses of rubella vaccine are required, administered after the student’s first birthday.
  - Varicella (Chicken Pox): Two doses or provide certification from physician that student has had disease.

Visit the MxCC Admissions page.
www.mxcc.edu/admissions

Please Note: The offices will not be open on Monday, May 29th, Friday, July 4th, and Monday, September 1st.
To Apply For Financial Aid, Follow These Easy Steps:

- Go to www.fafsa.ed.gov to complete the Free Application for Federal Student Aid (FAFSA) and click the “Start Here” button.
- Enter the Title IV code for MxCC: 008038 to ensure that the FAFSA is sent to MxCC.
- Submit IRS Federal Tax Return Transcript, and any other required documentation, if requested to do so by the Financial Aid Office.
- Log on to myCommNet at http://my.commnet.edu/ (see page 9 for more information) to check your status and to view your financial aid award package. This link also lets you know if you have any documents being requested.

For more information go to http://www.mxcc.edu/financialaid

FINANCIAL AID OFFICE HOURS

Founders Hall, Rm. 132  
860-343-5741

Monday - Friday 8:30 a.m.-4:30 p.m.*

*Monday until 6 p.m. during Fall and Spring semester class periods. The office is open during evening registration.

BASIC ELIGIBILITY CRITERIA

For New Students:
- Be a citizen or eligible non-citizen of the United States.
- Have a high school diploma or GED on file at the Admissions Office.
- Be enrolled (matriculated) in an aid eligible degree or certificate program.
- Be registered with Selective Service, if a male.
- Meet the financial aid application priority deadline of August 1, 2014, in order to be guaranteed application review for tuition and fees deferment, if eligible.

For Continuing Students:
- Be in good academic standing and maintain satisfactory progress according to federal regulations that requires completion of 67% of attempted courses and a 2.0 cumulative grade point average. The Connecticut Community Colleges Satisfactory Progress Policy is located at www.ct.edu/admission/finaid. Click on “Academic Progress Policy.”
- Have attempted fewer than 90 credits.

Book Purchases
Students who are financial aid recipients may have remaining aid after their tuition and fee bill is paid. Subsequently, a student may be eligible to receive a book credit at the College Bookstore.

Students awarded a book credit may use this credit for the purchase of books and necessary supplies at the MxCC Bookstore.

Check with the Financial Aid Office at (860) 343-5741 if you have any questions or concerns.

Please Note: Students who withdraw from classes must be aware that their financial aid may be affected. Please consult with the Financial Aid Office before withdrawing.

Go to www.fafsa.ed.gov or use the QR code to the right on your smartphone to get started with the financial aid process.
TAKE THE BSA

To Take the Basic Skills Assessment (BSA), Follow These Easy Steps:

After receiving your Banner ID, you should:
1) Go to www.mxcc.edu/bsa and read the Frequently Asked Questions on the “Accuplacer FAQ” page to familiarize yourself with the entire process.
2) Review: Take the sample tests and use the study sites on the “Test Preparation” page so that you are sure to do your best.
3) Schedule: Look at the dates and locations we are testing, pick one that works for you, and make an appointment on the “Schedule an Appointment” page.
4) Score: Come in well rested and prepared to do your best on assessment day.

WHO MUST TAKE THE BSA
MxCC requires skill assessments in English and mathematics before students enroll in math, reading, or writing courses, courses with any math or English prerequisites, or enroll in an academic program.

Test exemptions are as follows:
• Students who have an associate degree or higher or higher level degree may be exempt;
• Students who have completed college level mathematics and English may be exempt;
• Part-time and non-degree students who have not accumulated 12 credit hours, unless they wish to take an English or math class, or a course that requires a math or English prerequisite.
• SAT Scores: Students who have taken the math and verbal portions of the SAT within the past four years may receive a waiver from the Basic Skills Assessment Test.
  Math: A score greater than 450 will place a student into MAT*137E; a score greater than 500 will place a student into MAT*137; and a score greater than 550 will place a student into a math course with a prerequisite of MAT*137 such as MAT*146, MAT*168 or MAT*173. However, we strongly encourage students to take the placement test since they may place into a higher-level course.
  English: A score of 500 or higher on the Critical Reading of the SAT will place a student into ENG*101.
• ACT Scores: Students who have taken the math and verbal portions of the ACT within the past four years may receive a waiver from the Basic Skills Assessment.
  Math: A score of 17 – 18 on the ACT Math test will place a student into MAT*137E; a score of 19 – 21 on the ACT Math test will place a student into MAT*137, and a score of 22 or higher on the ACT Math test will place a student into a math course with a prerequisite of MAT*137 such as MAT*146, MAT*168 or MAT*173. However, we strongly encourage students to take the placement test since they may place into a higher-level course.
  English: A score of 20 or higher on the ACT Reading portion or a score of 47 or higher on the ACT English and Reading portions will place a student into ENG*101.

If you believe that you are exempt from the placement test, please contact the Admissions Office at 860-343-5719 or the College Learning Center at 860-343-5770.

MEET WITH AN ADVISOR & REGISTER

New students can walk in daily to one of our advising sites and start, continue, or complete the process of registering for Fall 2014 classes starting Monday, May 5, 2014 at the Middletown Campus and Meriden Center.

Mondays: 9 a.m. – 4:00 p.m.*
Tuesdays-Thursdays: 9 a.m. – 4:00 p.m.
Fridays: 9 a.m. – 3:00 p.m.

Special Saturday Registration Hours:
Saturday August 9, Meriden Center: 9 AM-2 PM
Saturday August 16, Middletown Campus: 9 AM-2 PM

*Monday until 6 p.m. during Fall and Spring semester class periods. The office will also be open on Monday evenings until 6pm during the month of August.

PlACEMENT TESTING

Placement Testing at the College Learning Center for the Summer and Fall semesters will begin on April 7th, 2014. To make an appointment, call 860-343-5719. Test dates and times:
Mon-Fri, Apr 7 - Aug 22: 10 am – 3:30 pm
Aug 25 – Sept. 3: 9 am – 6 pm
Sat., July 12 & 26, Aug. 9 & 16 & 23: 9 am – 2 pm
Testing by appointment after September 3

Meriden Center: Placement Testing at the Meriden Learning Lab for the Summer and Fall semesters will begin on March 18, 2014. To make an appointment, call 203-238-6202. Test dates and times:
Fri., April 25: 9:30-11:30, Room 407
Mon., May 5: 6:00-8:00, Room 404
Tues., May 20: 9:30-11:30, Room 407
Mon., June 2: 9:30-11:30, Room Mac
Thur., June 5: 1:00-3:00, Room Mac
Thur., July 31: 12:00-2:00, Mac
Thur., August 7: 12:00-2:00, Room 407
Sat., August 9: 9:00-2:00, Room TBA
Sat., August 16: 9:00-2:00, Room TBA
Mon., August 11: 12:00-2:00, Room 407
Fri., August 15: 5:30-7:30, Room 407
Mon., August 18: 5:30-7:30, Room 407
Mon., August 25: 9:30-11:30, Room 407
Tues., August 26: 1:00-3:00, Room 407
CONTINUING STUDENTS: REGISTER ONLINE

NOTE: Continuing students ONLY may register online at myCommNet from April 7, 2014 - August 26, 2014.

To Register Online, Follow These Easy Steps:

TO REGISTER FOR YOUR CLASSES ON MYCOMMNET:
2. Login using your NetID and password.
3. Click on the “Student” tab.
4. Click on “Student Self-Service” channel.
5. Click on “Registration and Payment.”
6. Click on “Register (add/drop) Classes.”
7. Select term, then submit (follow instructions in step 1 and 2 on that page).
8. Enter your CRNs and click “Submit Changes” or click on the “Class Search” button to find courses.
9. Click on “View Schedule” at bottom of page to confirm registration.
10. Follow prompts to initiate payment.
11. Logoff.

If you are a returning student and forgot either your NetID or password, you can reset your NetID or password online at: https://bor.ct.edu/netid/lookupnetid.asp or stop in the Registrar’s Office, in Founder’s Hall.

PRINT CLASS SCHEDULE
To print your class schedule on myCommNet:
1. Go to http://my.commnet.edu
2. Login using your NetID and password.
3. Go to the “Student” tab.
4. Click on the “Student Self-Service” channel.
5. Click on “Registration and Payment.”
6. Click on “Student Detail Schedule.”
7. Select term, then submit.
8. View/Print your schedule.
9. Logoff.

VERIFY ENROLLMENT
To print out your Enrollment Verification on myCommNet:
1. Go to http://my.commnet.edu
2. Login using your NetID and password.
3. Go to the “Student” tab.
4. Click on the “Student Self-Service” channel.
5. Click on “Student Records.”
6. Click on “Request for Enrollment Verification.”
7. Click on “NSC Self-Service” (direct connect to National Student Clearinghouse).
8. Click on “Obtain an Enrollment Certificate.”
9. Print your certificate.
10. Logoff.

REGISTRATION INFORMATION FOR CONTINUING STUDENTS

Online registration starts on April 7, 2014 for continuing students only. In-person, mail or fax registration for continuing students starts on April 21, 2014. Mail, fax, and online registration ends on August 26, 2014.

Continuing students must see an academic advisor prior to registration. Priority Registration is April 7-30 on the Main Campus and at the Meriden Center. Advisors are also available throughout the semester and you should contact them directly to set up an appointment (see list on page 13).

Middletown Campus: There are appointment sign-up sheets for Priority Registration on your advisor’s door: THIS IS ONLY IN MIDDLETOWN; discuss career choices, schedule your Spring classes, and talk to your advisor about any other concerns you may have.

Meriden Center: Students can visit the Welcome Center or call 203-238-6202 to make an advising appointment.

Registration Office Hours
*Mondays: 9 a.m. – 6 p.m.
Tuesdays-Thursdays: 9 a.m. – 4:00 p.m.
Fridays: 9 a.m. – 3:00 p.m.
*The Records Office will have extended Monday Night hours until 6pm during the month of August. Please Note: The offices will be closed on Monday, May 29th, Friday, July 4th, and Monday, September 1st.
NEW TO MYCOMMNET?

MyCommNet gives you the ability to access information you need with a single sign-on. You will use the Student Self-Service area in MyCommNet to view and update your financial aid package, student records, and registration information.

After the initial login, you will be instructed to change your password.

LOGGING ON FOR THE FIRST TIME

Your NetID is your Banner ID with the ‘@’ symbol following the numbers (i.e. 12345678@student.commnet.edu). Your initial password is made up of the following personal information:

1. First 3 characters of your birth month (with first letter capitalized)
2. The ‘&’ symbol
3. Last 4 digits of your Social Security Number,
   example (Dec&4321). The password is case-sensitive.
4. You will be prompted to change your password.

PASSWORDS MUST FOLLOW THESE RULES:

• Must be at least 8 characters long
• Contain 3 of the following 4 character types:
  Upper case letters (A-Z)
  Lower case letters (a-z)
  Digits (0-9)
  Special characters (@#$%^)
• Must not be the same as your previous password
• Cannot contain any part of your username

TO RESET YOUR PASSWORD:

• Go to bor.ct.edu/netid/password.aspx
• If the web reset utility is unsuccessful, contact the Records Office at 860-343-5724.

Visit myCommNet on your smartphone using the QR code to the left.

Online registration and online adds/drops closes on August 26, 2014.

WHAT IS MYCOMMNET?

MyCommNet is the portal that provides access to Banner online student self-service, Blackboard Learn, MxCC’s course management system, and other online services.

CROSS REGISTRATION

Students who attend another institution of higher learning through the Connecticut State Colleges and Universities (all 12 community colleges, four state universities, and Charter Oak) may also register at MxCC. Additional tuition and fees will be applied unless the student shows proof of payment at his/her primary institution. Cross registration does not apply to mandatory usage fees, summer credit, winter intersession credit, or any credit-free courses taught through the Continuing Education Division. Registrations completed on this basis will be accepted on August 26, 2014 from 2-4pm or any day thereafter, on a space-available basis. Any student registered prior to August 26 2014 will be responsible for full payment. An admission fee of $20 will be due from first-time applicants.

SENIOR CITIZEN REGISTRATION

Senior Citizens may register in Middletown or Meriden on Tuesday, August 26, 2014 (2:00-4:00pm) or any day thereafter, and have their General Fund Tuition and Fees waived (proof of age required.) Tuition, general fees, and the application fee are completely waived for Connecticut residents 62 years of age or over on a space available basis. Cost of books, special fees and course travel costs are not included in the waiver. Special fees other than the application fee must still be paid. A student may audit courses if he or she does not desire to earn credit.

Withdrawal Policy

Prior to August 27, 2014, 100% refund of tuition will be granted. During the first 14 calendar days of the semester (August 27 - September 9), a 50% refund of tuition will be granted. In both cases, the courses will be removed from the student’s schedule and will not appear on his/her transcript. After 14 calendar days, and up to the end of the 11th week of the semester (September 10 - November 11, 2014), a student may withdraw from any course by obtaining a withdrawal form from the Registrar’s Office or from our website. No refund will be granted. Students who do not complete this process by the deadline will receive a letter grade at the end of the semester, which will include zeroes for any work not submitted. Course withdrawals may affect financial aid and veteran’s benefits, so please make this decision carefully, and with the help of your advisor.
Payment Options

1. **Before August 15, 2014:** Students must submit the college service fee, student activity fee and all mandatory usage fees at the time of registration. Tuition must be paid no later than *August 15, 2014*.

2. **After August 15, 2014:** Students must pay tuition, college service fee, student activity fee and all mandatory usage fees at the time of registration.

3. **Installment Plan:** Students taking six or more credit hours qualify to take part in the installment payment plan. There is a $25 non-refundable fee for participation in the plan. For more information, contact the Business Office at 860-343-5729.

Failure to pay the tuition or fees by the appropriate date may result in cancellation of registration. Students whose classes are canceled for non-payment will need to re-register in-person at the Registrar’s Office on a space-available basis when the student is able to pay the tuition and fees.

A $25 returned check fee will be charged to students for any check returned for insufficient funds or stop payments.

Payments may be made at the Business Office during regular office hours. Tuition can also be paid by mail or online at [http://my.commnet.edu](http://my.commnet.edu).

Acceptable payment methods for tuition are cash, check or credit card (Discover Card, MasterCard or Visa).

**Refund Policy for General Fund Courses**

Before registering for classes, students should read the refund policy established by the Connecticut State Colleges and Universities Board of Regents for Higher Education.

Definition of a General Fund course: Any credit course offered during the fall and spring semester:

- When registering for courses, students pay a nonrefundable deposit equal to the fees for their courses. Students who decide to drop a class must notify the Registrar’s office in writing to get a refund. A full refund of tuition will be made if this is done before the first day of classes. If the student notifies the Registrar’s office during the first 14 calendar days (August 27, 2014 - September 9, 2014) of the semester, a 50% tuition refund will be awarded.

- No telephone requests for refunds will be taken.
- Students must apply for a refund. Refunds are not automatically processed.

**BUSINESS OFFICE HOURS**

Founders Hall, Rm. 113A-B
860-343-5729

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
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<tbody>
<tr>
<td>Monday</td>
<td>9:00 a.m.-6:00 p.m.</td>
</tr>
<tr>
<td>Tuesday - Friday</td>
<td>9:00 a.m.-4:30 p.m.</td>
</tr>
</tbody>
</table>

Payments may be made at the Business Office during regular office hours. Tuition can also be paid by mail or online at [http://my.commnet.edu](http://my.commnet.edu).

Acceptable payment methods for tuition are cash, check or credit card (Discover Card, MasterCard or Visa).
Online Course Tuition & College Services Fee

Tuition and fees are subject to change by the Board of Regents for Higher Education without prior notice and are non-refundable.

Payment: Cash, VISA, Mastercard and/or Discover, check, or money order made payable to MxCC.

These charges are no longer automatically based on the in-state rate. Instead, fees are based on student residency.

Business Office: Contact the Business Office for payment terms available. 860-343-5729.

(All tuition and fees are subject to change.)

Payment of Tuition and Fees (Fall Courses)

Registering prior to August 15, 2014 the minimum payment required at registration is the applicable College Service Fee, Student Activity Fee and mandatory usage fees. The balance of the applicable full tuition is then due August 15, 2014.

Registering after August 15, 2014, the entire amount of tuition and fees is due at the time of registration.

In lieu of full payment at time of registration, acceptable arrangements include:
1. authorization of Financial Aid by the Financial Aid Office;
2. an initial payment for the Installment Payment Plan (three payments on Aug 15, Sept. 15, October 15, 2014); or
3. the applicable Tuition Fee Waiver Form (renewed each semester) presented to the Cashiers.

Cash, check, VISA, Discover, and MasterCard are accepted forms of payment. An installment “Payment Plan” may be arranged with the Business Office, Founders Hall, for a fee of $25. This Payment Plan must be initiated in-person by the student.

Books and supplies are additional costs that must be paid at the time of purchase.

Financial Obligation Policy

Once fees are paid, you are officially registered and you are responsible for the remainder of the charges.*

*1 For an in-writing withdrawal request received on the first day of classes and through the fourteenth calendar day of that semester, you are held responsible for 50% of the total tuition charges.

*2 For a reduction in load which occurs on the first day of classes and through the fourteenth calendar day of that semester, you are held responsible for 50% of the difference of the tuition applicable to the original and revised course schedules.

*3 Beyond the fourteenth calendar day after the first day of classes, the full amount of tuition is due regardless of your enrollment or attendance status.

CT Veterans Tuition Waivers

General Fund tuition is waived for any eligible veterans who served on active duty in time of war; who have been honorably discharged, and who are Connecticut residents upon admission to the college. Separation papers (DD-214) are required to register. For info call 860-343-5729.

CT National Guard Waivers

General Fund tuition is waived for students who are members of the Connecticut National Guard. A National Guard Certificate of Eligibility from the Guard member’s commander must be submitted in order to qualify.
GENERAL INFORMATION

COURSE CANCELLATIONS AND CHANGES
Courses may be cancelled due to insufficient enrollment. Students will be notified by mail, email or phone of course cancellations. Faculty names and room assignments are subject to change due to required adjustments in the schedule.

COURSE CHANGES
Beginning on April 7, Continuing Students may add courses to or drop courses from their Fall 2014 schedule online at any time or in person Mondays 9:00am - 6:00pm; Tuesdays - Fridays 9:00am - 4:00pm in the Records Office, Founders Hall, room 153. Beginning on May 5, 2014, New and Readmit Students may add courses to or drop courses from their Fall 2014 schedule in person Mondays 9:00am - 6:00pm; Tuesdays - Fridays 9:00am - 4:00pm in the Records Office, Founders Hall, room 153. Please call in advance as office may be periodically closed, 860-343-5724.

LATE REGISTRATION ADD/DROP (1ST WEEK OF SCHOOL)-EXTENDED HOURS
Tuesday, August 26  9:00am-6:00pm (Registration & Add/Drop only - No Classes)
Wednesday, August 27  9:00am-6:30pm
Thursday, August 28  9:00am-6:30pm
Friday, August 29  9:00am-4:00pm
Tuesday, September 2  9:00am-4:00pm

AUDITING COURSES
Students who do not desire to earn course credit may audit a course by completing an audit request form at the time of registration in the Registrar’s office. This status will allow them to participate in class activities without being required to meet the examination requirements of the course. Full tuition and fees are charged for courses audited. Students auditing a course may not change to credit status.

GRADUATION
April 15, 2014 is the deadline date to file your graduation application to ensure that your name will be included in the graduation program. Applications received after this date will still be processed for degree certification.

ENROLLMENT VERIFICATION REQUEST
The National Student Clearinghouse processes all student enrollment verifications. Log on to myCommNet with the 8-digit NetID number and PIN, and follow the prompts. Students will be connected directly to the National Student Clearinghouse enabling them to print their own enrollment verification certificates. Verifications for the Fall 2014 semester will be accessible the week of September 22, 2014.

GRADES/TRANSCRIPTS
Grades are no longer mailed to students directly. Semester grades will be available online. Students unable to access the Web may request an unofficial transcript in writing forms are available in the Registrar’s office, room 153, through MyCommnet at http://my.commnet.edu.

To print out an unofficial transcript or view grades:

1. Go to http://my.commnet.edu
2. Login using your NetID and password.
3. Go to the “Student” tab.
4. Click on the “Student Self-Service” channel.
5. Click on “Student Records.”
6. Click on “Final Grades,” select term, click “Submit,” OR
7. Click on “Academic Transcript,” select level (MxCC Credit), click “Submit.”
8. View/Print your final grades/transcript.
9. Logoff.

NEW STUDENT ORIENTATION
The first step to a successful college career is attendance and active participation in the New Student Orientation program. This comprehensive program provides students with the necessary information for a smooth and successful transition to college life. The program is designed to support incoming students with an opportunity to:

• Meet other new students and current student leaders
• Become familiar with the Student Affairs staff, along with the services available on campus
• Transition successfully to college life

All new and transfer students (full-time, part-time, and international students) are expected to attend New Student Orientation.
MxCC Summer & Fall 2014 Enrollment Guide

WHAT TYPE OF STUDENT AM I?

**NEW STUDENTS**
The College admits new students on a rolling basis. New students are defined as those with no academic history at the College or those students that have completed only a summer or winter session course at the College. Both the Admissions Office in Middletown and the Welcome Center in Meriden work with all new students entering the College. The Admissions Office is located in Founders Hall, Room 153, and is open Monday - Friday from 8:30 am to 4:30 pm. The Welcome Center is located on the first floor of the Meriden Center and is open Monday from 9:00 am-7:00 pm, Tuesday-Thursday from 9:00 am-4:00 pm, and Friday from 9:00 am -3:00 pm.

**CONTINUING STUDENTS**
A continuing student is defined as any student who has attended any fall or spring semester since Fall 2012.

**READMIT STUDENTS**
A readmit student is defined as any student whose last semester of attendance was prior to Fall 2012. Readmit students who are interested in returning to MxCC must submit an Readmit application form and follow the procedures for readmit students.

**TRANSFER STUDENTS**
If you have never attended MxCC, but have attended another college or university please follow the admission procedures for New Students. If you are interested in receiving transfer credit for coursework completed at another accredited academic institution, you must submit an official copy of your college transcript/s to the Admissions Office.

**NON-DEGREE STUDENTS**
Students who are interested in enrolling in individual courses, but are not interested in pursuing a degree or certificate program, may elect to enroll as a non-degree student. Non-degree students must complete an application form and pay the $20.00 application fee. Non-degree students may be required to take the Basic Skills Assessment in English or math and/or provide proof that prerequisites for specific courses have been met. For additional information please contact the Office of Admissions at 860-343-5719.

BOOKSTORE
Textbooks and materials for courses may be obtained from Follett’s Bookstore, located on the first floor of Founders Hall. Phone: 860-346-4490. Website: www.mxcc.bkstr.com

**Standard Hours:**
Mondays: 9 am - 6 pm  
Tuesdays, Wednesdays, and Thursdays: 9 am - 4:30 pm  
Fridays: 9am - 12 noon  
Please note that hours are subject to change

*Note: During semester breaks (Dec., Jan, June, July, and August), bookstore hours are not the same as the regular semester hours. Please call the bookstore or see the website (www.mxcc.bkstr.com) for these hours.

PHOTO AND VIDEOTAPE NOTICE
The Middlesex Community College Office of Marketing and Public Relations often takes or commissions photos and videotapes of students, faculty and staff, and campus visitors. These images are taken in classrooms and labs, in the library and other study areas, at College events and elsewhere around campus. MxCC reserves the right to use these photographs/video clips as a part of its publicity and marketing efforts. Students who enroll at MxCC do so with the understanding that these images might include them and might be used in college publications, both printed and electronic, and for publicity. If you do not want your photo taken, you must contact the Marketing and Public Relations Office at ypage@mxcc.edu or 860-343-5852.

STUDENT EMAIL ACCOUNTS:
All Connecticut Community College students now have an official email address (example: name@mail.ct.edu). The “name” in the address is the first letter of your first name, followed by the first four letters of your last name, followed by a four-digit number (e.g., John Smith might have the address jsmith1234@mail.ct.edu). All college-based communications will be sent to this email address. To view your college email account, go to http://portal.microsoftonline.com and log in with your NetID and password. For step-by-step directions on accessing your email, visit mxcc.edu/student-email.

JEAN BURR SMITH LIBRARY
Phone: (860) 343-5830

The Jean Burr Smith Library, located on the main floor of Chapman Hall, is open Monday – Thursday: 8:00 a.m. – 8:00 p.m., Friday: 8:00 a.m. – 4:00 p.m., and Saturday: 10:00 a.m. – 4:00 p.m.*

*The library will also extend its hours during the last two weeks of classes, so students can prepare for their exams. The hours will be 7:30 a.m. – 8:00 p.m., Monday – Thursday, and 7:30 a.m. – 4:00 p.m. Friday.

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Phone: (860) 343-5830

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DEGREES AND CERTIFICATES OFFERED AT MXCC

Students considering a degree or certificate program at MxCC should review the College Catalog for in-depth program descriptions, requirements, and course selections. The catalog may be found online by going to www.mxcc.edu/catalog. Students may also go to www.mxcc.edu/academics for a complete listing of all academic programs and courses offered at MxCC.

DEGREE PROGRAMS
Accounting
Biotechnology Program/
   Forensic Science Track
Broadcast Cinema
Business Administration
Communication
Technology Studies: Computer
Engineering Technology Option
Computer Information Technology
(formerly known as Information Systems; name change pending Board of Regents approval)
Criminal Justice
Early Childhood Education
Engineering Science
Environmental Science
Fine Arts/Fine Arts:
   Graphic Design Track
General Studies
Health Information Management
Human Services
Information Systems
Liberal Arts & Sciences
Management Information Systems
Marketing
Multimedia (Digital Arts)
Ophthalmic Design and Dispensing
Radiologic Technology
Technology Studies: Manufacturing
   Machine Technology Option
Technology Studies: Engineering
   Technology Option
Veterinary Technology

CERTIFICATE PROGRAMS
Accounting Assistant
Accounting Technician
Advertising & Sales Promotion
Broadcast Communications
Business Skills
Customer Service Management
Child Development Assoc. (CDA) Credential
Corporate Media Production
Early Childhood Education
Entrepreneurship
Health Career Pathway
Help Desk Technician
Juvenile Justice
Manufacturing Machine Technology
Multimedia
Multimedia Web Design & Development
News and Sports Production
Software Developer
Substance Abuse Education
Therapeutic Recreation
Dietetic Technician
Pre-Allied Health/Transfer Requirements

SYSTEMWIDE PROGRAMS
Engineering Science
Technology Studies
Engineering Technology
Technology Studies: Electric Power Technology Pathway (in collaboration with CL&P and Bismarck State College)

CONTINUING EDUCATION
NON-CREDIT PROGRAMS
Certified Nurse Aide
CPR/Basic Life Support
Human Services Assistant
Medical Billing and Coding Certificate
Ophthalmic Medical Assisting
Patient Care Technician
Personal Trainer Certificate
Pharmacy Technician Certificate
Veterinary Assistant Certificate

WONDERING WHAT CAREER MAJOR IS RIGHT FOR YOU?
Determining a career path is a different process for everyone. Some students come to MxCC with clearly defined goals, and ask for help on the best way obtain them. Others are just starting to explore options and need help determining a profession that may best meet their interests and personality. Others have a general idea but need help fine-tuning their direction. You can explore the many career and majors available at Middlesex and beyond by visiting our Career & Major Exploration web site at http://www.mxcc.edu/CareerExplore.

Once you become a student at MxCC, our counselors in the Career Development and Counseling Center can assist you in identifying and meeting your individual career goals. The center also offers academic advising to ensure that students enroll in the most appropriate classes in their chosen field.
# PROGRAMS & ADVISORS

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<th>Contact</th>
<th>Phone</th>
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<tr>
<td>Humanities</td>
<td>Dr. Donna Bontatibus</td>
<td>343-5802</td>
<td>520</td>
<td><a href="mailto:dbontatibus@mxcc.edu">dbontatibus@mxcc.edu</a></td>
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<tr>
<td>Social &amp; Behavioral Sciences</td>
<td>Prof. Judith Felton</td>
<td>343-5816</td>
<td>508</td>
<td><a href="mailto:jfelton@mxcc.edu">jfelton@mxcc.edu</a></td>
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<tr>
<td>Science, Health, Engineering &amp; Technology</td>
<td>Dr. Jon Morris</td>
<td>343-5782</td>
<td>209</td>
<td><a href="mailto:jmorris@mxcc.commnet.edu">jmorris@mxcc.commnet.edu</a></td>
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<tr>
<td>Mathematics</td>
<td>Dr. Mary Rayappan</td>
<td>343-5791</td>
<td>310</td>
<td><a href="mailto:mrayappan@mxcc.edu">mrayappan@mxcc.edu</a></td>
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<tr>
<td>Business</td>
<td>Prof. Donna Leonowich</td>
<td>343-5762</td>
<td>313</td>
<td><a href="mailto:dleonowich@mxcc.edu">dleonowich@mxcc.edu</a></td>
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<tr>
<td>Continuing Education</td>
<td>Coor. Diane Bordonaro RN</td>
<td>343-5716</td>
<td>104</td>
<td><a href="mailto:dbordonaro@mxcc.edu">dbordonaro@mxcc.edu</a></td>
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<td>Accounting</td>
<td>Prof. Nancy Kelly</td>
<td>343-5761</td>
<td>313</td>
<td><a href="mailto:nkelly@mxcc.edu">nkelly@mxcc.edu</a></td>
</tr>
<tr>
<td>Accounting Assistant</td>
<td>Prof. Nancy Kelly</td>
<td>343-5761</td>
<td>313</td>
<td><a href="mailto:nkelly@mxcc.edu">nkelly@mxcc.edu</a></td>
</tr>
<tr>
<td>Accounting Technician</td>
<td>Prof. Nancy Kelly</td>
<td>343-5761</td>
<td>313</td>
<td><a href="mailto:nkelly@mxcc.edu">nkelly@mxcc.edu</a></td>
</tr>
<tr>
<td>Advertising &amp; Sales Promotion</td>
<td>Prof. Donna Leonowich</td>
<td>343-5762</td>
<td>313</td>
<td><a href="mailto:dleonowich@mxcc.edu">dleonowich@mxcc.edu</a></td>
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<tr>
<td>Biotechnology/Forensic Sci. Track</td>
<td>Dr. Michelle Tipton</td>
<td>343-5747</td>
<td>217</td>
<td><a href="mailto:mtipton@mxcc.edu">mtipton@mxcc.edu</a></td>
</tr>
<tr>
<td>Broadcast Cinema &amp; Communications</td>
<td>Prof. John Shafer</td>
<td>343-5811</td>
<td>520</td>
<td><a href="mailto:jshafer@mxcc.edu">jshafer@mxcc.edu</a></td>
</tr>
<tr>
<td>Business Administration</td>
<td>Prof. Patricia Raymond</td>
<td>343-5772</td>
<td>313</td>
<td><a href="mailto:praymond@mxcc.edu">praymond@mxcc.edu</a></td>
</tr>
<tr>
<td>Communications Networking</td>
<td>Prof. John Shafer</td>
<td>343-5811</td>
<td>520</td>
<td><a href="mailto:jshafer@mxcc.edu">jshafer@mxcc.edu</a></td>
</tr>
<tr>
<td>Computer Engineering Technology</td>
<td>Dr. Lin Lin</td>
<td>343-5763</td>
<td>313</td>
<td><a href="mailto:llin@mxcc.edu">llin@mxcc.edu</a></td>
</tr>
<tr>
<td>Customer Service Management</td>
<td>Prof. Donna Leonowich</td>
<td>343-5762</td>
<td>313</td>
<td><a href="mailto:dleonowich@mxcc.edu">dleonowich@mxcc.edu</a></td>
</tr>
<tr>
<td>Criminal Justice</td>
<td>Dr. Larry Jetmore</td>
<td>343-5849</td>
<td>508</td>
<td><a href="mailto:ljettmore@mxcc.edu">ljettmore@mxcc.edu</a></td>
</tr>
<tr>
<td>Dietetic Technician</td>
<td>Dr. Judy Wallace</td>
<td>343-5780</td>
<td>209</td>
<td><a href="mailto:jwallace@mxcc.edu">jwallace@mxcc.edu</a></td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>Asst. Prof. Norma Rosado-Javier</td>
<td>343-5856</td>
<td>508</td>
<td><a href="mailto:nrosado-javier@mxcc.edu">nrosado-javier@mxcc.edu</a></td>
</tr>
<tr>
<td>Child Dev. Asso (CDA) Credential</td>
<td>Asst. Prof. Norma Rosado-Javier</td>
<td>343-5856</td>
<td>508</td>
<td><a href="mailto:nrosado-javier@mxcc.edu">nrosado-javier@mxcc.edu</a></td>
</tr>
<tr>
<td>Engineering Science</td>
<td>Dr. Lin Lin</td>
<td>343-5763</td>
<td>311</td>
<td><a href="mailto:llin@mxcc.edu">llin@mxcc.edu</a></td>
</tr>
<tr>
<td>Entrepreneurship</td>
<td>Prof. Donna Leonowich</td>
<td>343-5762</td>
<td>313</td>
<td><a href="mailto:dleonowich@mxcc.edu">dleonowich@mxcc.edu</a></td>
</tr>
<tr>
<td>Environmental Science</td>
<td>Asst. Prof. Christine Witkowski</td>
<td>343-5781</td>
<td>217</td>
<td><a href="mailto:cwitkowski@mxcc.edu">cwitkowski@mxcc.edu</a></td>
</tr>
<tr>
<td>Fine Arts/Graphic Design Track</td>
<td>Prof. Judith DeGraffenried</td>
<td>343-5871</td>
<td>407</td>
<td><a href="mailto:jdegraffenried@mxcc.edu">jdegraffenried@mxcc.edu</a></td>
</tr>
<tr>
<td>General Studies</td>
<td>Admissions Office</td>
<td>343-5719</td>
<td>153</td>
<td><a href="mailto:mx-admissionshelp@mxcc.edu">mx-admissionshelp@mxcc.edu</a></td>
</tr>
<tr>
<td>Hazardous Materials/Operational</td>
<td>Asstt. Prof. Christine Witkowski</td>
<td>343-5781</td>
<td>217</td>
<td><a href="mailto:cwitkowski@mxcc.edu">cwitkowski@mxcc.edu</a></td>
</tr>
<tr>
<td>and Haz. Waste Site Worker</td>
<td>Asst. Prof. Christine Witkowski</td>
<td>343-5781</td>
<td>217</td>
<td><a href="mailto:cwitkowski@mxcc.edu">cwitkowski@mxcc.edu</a></td>
</tr>
<tr>
<td>Health Career Pathway</td>
<td>Dr. Judy Wallace</td>
<td>343-5780</td>
<td>209</td>
<td><a href="mailto:jwallace@mxcc.edu">jwallace@mxcc.edu</a></td>
</tr>
<tr>
<td>Help Desk Technician</td>
<td>Prof. Donna Hylton</td>
<td>343-5774</td>
<td>313</td>
<td><a href="mailto:dhylton@mxcc.edu">dhylton@mxcc.edu</a></td>
</tr>
<tr>
<td>Human Services</td>
<td>Prof. Judith Felton</td>
<td>343-5816</td>
<td>508</td>
<td><a href="mailto:jfelton@mxcc.edu">jfelton@mxcc.edu</a></td>
</tr>
<tr>
<td>Information Systems</td>
<td>Prof. Donna Hylton</td>
<td>343-5774</td>
<td>313</td>
<td><a href="mailto:dhylton@mxcc.edu">dhylton@mxcc.edu</a></td>
</tr>
<tr>
<td>Juvenile Justice</td>
<td>Prof. Judith Felton</td>
<td>343-5816</td>
<td>508</td>
<td><a href="mailto:jfelton@mxcc.edu">jfelton@mxcc.edu</a></td>
</tr>
<tr>
<td>Liberal Arts - Humanities/Science</td>
<td>Admissions Office</td>
<td>343-5719</td>
<td>153</td>
<td><a href="mailto:mx-admissionshelp@mxcc.edu">mx-admissionshelp@mxcc.edu</a></td>
</tr>
<tr>
<td>Management Information Systems</td>
<td>Prof. Donna Hylton</td>
<td>343-5774</td>
<td>313</td>
<td><a href="mailto:dhylton@mxcc.edu">dhylton@mxcc.edu</a></td>
</tr>
<tr>
<td>Manufacturing Machine Technology</td>
<td>Asst. Prof. Hubert Godin</td>
<td>343-5776</td>
<td>217</td>
<td><a href="mailto:hgodin@mxcc.edu">hgodin@mxcc.edu</a></td>
</tr>
<tr>
<td>Marketing</td>
<td>Prof. Donna Leonowich</td>
<td>343-5762</td>
<td>313</td>
<td><a href="mailto:dleonowich@mxcc.edu">dleonowich@mxcc.edu</a></td>
</tr>
<tr>
<td>Multimedia &amp; Multi/Web Design &amp; Dev.</td>
<td>Prof. Richard Enkisen</td>
<td>343-5795</td>
<td>407</td>
<td><a href="mailto:reniksen@mxcc.edu">reniksen@mxcc.edu</a></td>
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<tr>
<td>Ophthalmic Design &amp; Dispensing</td>
<td>Prof. Raymond Dennis</td>
<td>343-5845</td>
<td>625</td>
<td><a href="mailto:rdenis@mxcc.edu">rdenis@mxcc.edu</a></td>
</tr>
<tr>
<td>Pre-Allied Health/Transfer</td>
<td>Dr. Judy Wallace</td>
<td>343-5780</td>
<td>209</td>
<td><a href="mailto:jwallace@mxcc.edu">jwallace@mxcc.edu</a></td>
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<tr>
<td>Radiologic Technology</td>
<td>Dr. Judy Wallace</td>
<td>343-5780</td>
<td>209</td>
<td><a href="mailto:jwallace@mxcc.edu">jwallace@mxcc.edu</a></td>
</tr>
<tr>
<td>Software Developer</td>
<td>Prof. Donna Hylton</td>
<td>343-5774</td>
<td>313</td>
<td><a href="mailto:dhylton@mxcc.edu">dhylton@mxcc.edu</a></td>
</tr>
<tr>
<td>Substance Abuse Education</td>
<td>Prof. Judith Felton</td>
<td>343-5816</td>
<td>508</td>
<td><a href="mailto:jfelton@mxcc.edu">jfelton@mxcc.edu</a></td>
</tr>
<tr>
<td>Technology Studies</td>
<td>Asst. Prof. Hubert Godin</td>
<td>343-5776</td>
<td>217</td>
<td><a href="mailto:hgodin@mxcc.edu">hgodin@mxcc.edu</a></td>
</tr>
<tr>
<td>Therapeutic Recreation</td>
<td>Prof. Judith Felton</td>
<td>343-5816</td>
<td>508</td>
<td><a href="mailto:jfelton@mxcc.edu">jfelton@mxcc.edu</a></td>
</tr>
<tr>
<td>Veterinary Technology</td>
<td>Dr. Steven Levy</td>
<td>343-5769</td>
<td>310</td>
<td><a href="mailto:slevy1@mxcc.edu">slevy1@mxcc.edu</a></td>
</tr>
</tbody>
</table>

*All phone numbers are in area code 860 unless otherwise noted.*
The Meriden Center’s recently expanded and renovated facility is a great place to start or complete your education!

THE MERIDEN CENTER SERVICES INCLUDE:

- The Welcome Center- a friendly and convenient one-stop for all your enrollment needs
- A wide selection of credit and non-credit courses
- Small class size and one-one interaction with faculty
- A dynamic schedule of student activities, guest presentations, and community events
- New Learning Lab and lending library
- New Mac Lab and 2 PC Labs
- Advising, transfer, and career counseling
- A retention specialist to assist with study skills, time management, and work/life balance
- A special student membership with the Meriden YMCA offers swimming, basketball, Zumba, weight room, and more
- Assistance with childcare
- Free, convenient parking

TAKING CLASSES AT THE MERIDEN CENTER

New, continuing, and readmit students can apply, receive advising, register and receive assistance with financial aid through the new Welcome Center. Call 203-238-6202 for more information.

DIRECTIONS TO THE MXCC MERIDEN CENTER

Westbound: Take Exit 7 off Rt. 691. Travel towards downtown and turn right onto West Main Street. Travel 7/10 of a mile – Meriden Center is on right. Take right onto Grove Street. Take right onto Church Street for parking. See PARKING BELOW.

Eastbound: Take Exit 7 off Rt. 691. Take right onto Grove Street and travel towards downtown. Take left onto Church Street for parking. See PARKING BELOW. Meriden Center is in front of parking garage.

Parking: Daytime parking is available in the Church Street Municipal Lot (entrance on left after garage) and in the Colony Street Municipal Lot (follow Grove Street to end, turn left). Evening parking is also available in the upper level of the Church Street Parking Garage in undesignated parking spaces. Unauthorized vehicles parked in DCF or other designated spaces may be fined and/or towed at owner’s expense.

WWW.MXCC.EDU/MERIDEN
DISTANCE LEARNING ONLINE/HYBRID COURSES SUMMER & FALL 2014

HTTP://MXCC.EDU/DISTANCE

Distance Learning courses at MxCC are fully or partially (Hybrid) online and are designed for highly motivated students taking credit courses with a flexible schedule. Most of our fully online classes (ONLN code in MyCommNet) are asynchronous. Our distance learning online/hybrid courses follow the standard academic calendar of the college and are available online 24 hours a day, 7 days a week. Students do not have to sign on at a specific time. Just like a traditional class, you must follow the syllabus that provides information on reading, assignments, projects, exams, etc. An online faculty member is assigned to oversee each course and help students succeed. Under the guidance of a syllabus, you study on your own with the help of a textbook, instructor’s notes, and online resources. You will submit assignments or take exams online at your convenient time and location by a designated timeline. Basic computer literacy, access to the Internet with broadband connection, and specific setup of your computer are required. Most importantly, a self-motivated, self-disciplined learner is more likely to succeed in online learning. Information about online distance learning at MxCC can be found at http://mxcc.edu/distance.

BEFORE YOU START

Students who are interested in distance learning courses are strongly recommended to take a self-assessment test, SmarterMeasure (formerly known as READI). The test helps you find out whether you have the skills to be successful in online learning. To take the test, go to http://mxcc.edu/distance, click on “Take a SmarterMeasure Test” link (upper left).

Distance Learning (online or hybrid) students, immediately after registration, MUST visit http://mxcc.edu/distance. Click on “What to Do link” (upper left) for step-by-step instruction on what you need to do prior to the beginning of a semester.

First time online students at MxCC are strongly encouraged to attend an on-campus orientation. The orientation for hybrid students will take place at the first campus meeting.

TENTATIVE SCHEDULE FOR CAMPUS ORIENTATION- SUMMER AND FALL SEMESTER

**Summer I Semester (5/27/14 - 7/01/14)**
Middletown Campus, Room TBA
Friday, May 23rd, 10:00 am - 11:30
Tuesday, May 27th, 3:00 pm - 4:30 pm
Wednesday, May 28th, 5:30 pm - 7:00 pm
Thursday, May 29th, 1:00 pm - 11:30 am

Meriden Campus, Room TBA
Wednesday, May 28th, 2:00 pm - 3:30 pm

**Summer II Semester (7/07/14 - 8/08/14)**
Middletown, Room TBA
Thursday, July 3rd, 2:00 pm - 3:00 pm
Monday, July 7th, 3:00 pm - 4:30 pm
Tuesday, July 8th, 10:00 am - 11:30 am

**Summer III Semester (5/27/14 - 8/06/14)**
Middletown Campus, Room TBA
Friday, May 23rd, 10:00 am - 11:30
Tuesday, May 27th, 3:00 pm - 4:30 pm
Wednesday, May 28th, 5:30 pm - 7:00 pm
Thursday, May 29th, 1:00 pm - 11:30 am

Middletown Campus, Room TBA
Tuesday, July 8th, 10:00 am - 11:30 am

Meriden Campus, Room TBA
Wednesday, May 28th, 2:00 pm - 3:30 pm

**Fall Semester (8/27/14 - 12/16/14)**
Middletown Campus, Room TBA
Tuesday, August 27th, 2:00 pm - 3:30 pm
Wednesday, August 28th, 3:00 pm - 4:30 pm
Thursday, August 29th, 5:30 pm - 7:00 pm
Friday, August 30th, 10:00 am - 11:30 am

Meriden Center, Room TBA
Thursday, August 29th, 2:00 pm - 3:30 pm

Some campus-orientation sessions listed above will be accessible online via WebEx. The most updated on-campus orientation schedule with locations and the instruction of an orientation online via WebEx is available at http://mxcc.edu/distance, click “Campus Orientation” link (upper left). Online Orientation is also available for students who are unable to attend a campus orientation at http://mxcc.edu/distance (Click “Online Orientation” link at upper left).

FOR FURTHER INFORMATION OR QUESTIONS ABOUT ONLINE LEARNING, CONTACT:

Distance Learning
Founders Hall - Room 131/131A
Phone: 860-343-5756
Email: mxccdistance@mxcc.edu
Web: http://mxcc.edu/distance
## ACADEMIC CALENDAR

### Summer 2014

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, May 27</td>
<td>Session I &amp; Session III courses begin</td>
</tr>
<tr>
<td>Thursday, May 29</td>
<td>Commencement- No Classes</td>
</tr>
<tr>
<td>Friday June 20</td>
<td>Last day to withdraw from Session I courses</td>
</tr>
<tr>
<td>Tuesday, July 1</td>
<td>Last day of Session I courses</td>
</tr>
<tr>
<td>Friday, July 4</td>
<td>Fourth of July- No classes</td>
</tr>
<tr>
<td>Monday, July 7</td>
<td>Session II courses begin</td>
</tr>
<tr>
<td>Friday, July 18</td>
<td>Last day to withdraw from Session III courses</td>
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<tr>
<td>Wednesday, July 30</td>
<td>Last day to withdraw from Session II courses</td>
</tr>
<tr>
<td>Wednesday August 6</td>
<td>Last day of Session III courses</td>
</tr>
<tr>
<td>Friday, August 8</td>
<td>Last day of Session II courses</td>
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</table>

### Fall 2014

<table>
<thead>
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<th>Date</th>
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<tbody>
<tr>
<td>Wednesday, August 27</td>
<td>SATURDAY CLASSES BEGIN</td>
</tr>
<tr>
<td>Tuesday, August 26</td>
<td>Last Day for 100% Tuition Refund</td>
</tr>
<tr>
<td>Wednesday, August 27</td>
<td>CLASSES BEGIN</td>
</tr>
<tr>
<td>Monday, September 1</td>
<td>Labor Day- COLLEGE CLOSED</td>
</tr>
<tr>
<td>Friday, September 5</td>
<td>Convocation- CLASSES HELD</td>
</tr>
<tr>
<td>Monday, September 9</td>
<td>Last Day to Add/Drop Courses (with Instructor Permission) Last Day for 50% Tuition Refund</td>
</tr>
<tr>
<td>Wednesday, September 17</td>
<td>CONSTITUTION DAY- CLASSES HELD</td>
</tr>
<tr>
<td>Monday, September 22</td>
<td>“LATE START” CLASSES BEGIN</td>
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<tr>
<td>Monday, October 13</td>
<td>Columbus Day- College Open, CLASSES HELD</td>
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<tr>
<td>Tuesday, October 14</td>
<td>Professional Day- NO CLASSES</td>
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<tr>
<td>November 3-25</td>
<td>Advising &amp; Early Online Registration for Returning Students</td>
</tr>
<tr>
<td>Tuesday, November 4</td>
<td>Last Day to Make Up “Incompletes” from Spring/Summer 2014</td>
</tr>
<tr>
<td>Tuesday, November 11</td>
<td>Veterans’ Day- College Open, CLASSES HELD</td>
</tr>
<tr>
<td>November 26-30</td>
<td>Thanksgiving Recess</td>
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<tr>
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<td>NO CLASSES, COLLEGE OPEN 11/26</td>
</tr>
<tr>
<td></td>
<td>COLLEGE CLOSED 11/27</td>
</tr>
<tr>
<td></td>
<td>NO CLASSES, COLLEGE OPEN 11/28</td>
</tr>
<tr>
<td></td>
<td>COLLEGE CLOSED 11/29 &amp; 11/30</td>
</tr>
<tr>
<td>Tuesday, December 9</td>
<td>Last Day of Classes</td>
</tr>
<tr>
<td>Wed.-Tues, Dec. 10-16</td>
<td>Final Exams</td>
</tr>
<tr>
<td>Friday, December 19</td>
<td>Grades Due by 9:00 am</td>
</tr>
</tbody>
</table>

## IMPORTANT TELEPHONE NUMBERS

This Enrollment Guide provides answers to many commonly asked questions. For more information, please use the telephone numbers listed below:

- General Information: 860-343-5800
- Toll-Free Number: 1-800-818-5501
- Academic Support Services: 860-343-5715
- Admissions: 860-343-5719
- Basic Skills Assessment: 860-343-5770
- Bookstore: 860-346-4490
- Business Office: 860-343-5729
- Cafeteria/Kitchen: 860-343-6789
- Career Development: 860-343-5826
- College Learning Center: 860-343-5770
- Continuing Education: 860-343-5865
- Counseling Center: 860-343-5826
- Distance Learning Support: 860-343-5756
- Dean of Academics: 860-343-5706
- Dean of Students: 860-343-5759
- Financial Aid: 860-343-5741
- Foundation and Alumni: 860-343-5789
- Library: 860-343-5830
- Placement Testing (Middletown): 860-343-5770
- Placement Testing (Meriden): 203-238-6211
- Placement Testing (Middletown): 860-343-5770
- Placement Testing (Meriden): 203-238-6211
- President: 860-343-5701
- Reading/Writing Lab: 860-343-5808
- Records/Registrar: 860-343-5724
- Retention Specialist, Meriden Center: 203-238-6204
- Security: 860-343-5864
- Student Activities: 860-343-5748
- Veterans Affairs: 860-343-5720
- Veterans Oasis Program: 860-343-5797
FALL 2014 COURSES

ACCOUNTING
ACC*100 Basic Accounting
ACC*115 Financial Accounting
ACC*271 Intermediate Accounting I

ANTHROPOLOGY
ANT*101 Intro to Anthropology
ANT*205 Cultural Anthropology

ART
ART*100 Art Appreciation
ART*101 Art History I
ART*109 Color Theory
ART*111 Drawing I
ART*116 Perspective Drawing
ART*121 Two-Dimensional Design
ART*131 Sculpture I
ART*147 Digital Cinematography
ART*163 Ceramic Handbuilding
ART*250 Digital Photography
ART*253 Oil Painting I

ASTRONOMY
AST*101 Principles of Astronomy

BIOLOGY
BIO*105 Introduction to Biology
BIO*110 Princ. of the Human Body
BIO*111 Intro to Nutrition
BIO*118 Ana & Physiology of the Eye
BIO*121 General Biology I
BIO*173 Introduction to Ecology
BIO*211 Anatomy & Physiology I
BIO*212 Anatomy & Physiology II
BIO*235 Microbiology
BIO*263 Molecular Genetics
BIO*298 Bio Res. Experience

BUSINESS
BBG*101 Intro to Business
BBG*115 Business Software Applications
BBG*234 Legal Environment of Bus
BBG*294 Business Internship
BGS*118 Small Business Management
BMG*202 Principles of Management
BMG*204 Managerial Communication
BMG*210 Organizational Behavior
BMG*220 Human Resources Management
BMM*103 Principles of Retailing
BMM*201 Principles of Marketing

COMPUTER AIDED
CAD*110 Introduction to CAD

DRAFTING

CHEMISTRY
CHE*101 Introductory Chemistry
CHE*111 Concepts of Chemistry
CHE*112 Princ of Organic & Biochem
CHE*121 General Chemistry I

CHINESE
CH*101 Elementary Chinese I
CH*105 Elementary Chinese II

CRIMINAL JUSTICE
GS*101 Intro to Criminal Justice
GS*211 Criminal Law I
GS*213 Evidence & Criminal Procedure
GS*220 Criminal Investigation
GS*225 Forensic Science
GS*255 Ethical Issues In Crim Justice
GS*290 Practicum In Criminal Justice
GS*294 Contemp Issues in Crim Justice

COMMUNICATIONS & SPEECH
COM*101 Intro to Mass Communication
COM*104 Careers in Media
COM*111 Scriptwriting
COM*116 Publications/Workshop I
COM*120 Social Media
COM*125 Intro to New Media Production
COM*131 Audio Production
COM*142 Television Production
COM*147 Digital Cinematography
COM*153 Film Production
COM*154 Film Study & Appreciation
COM*173 Public Speaking
COM*179 Performance for Film & TV
COM*203 Media Literacy
COM*226 Journalism
COM*228 Broadcast Journalism Workshop
COM*293 Corporate Media Prod Pract
COM*295 Internship I

COMPUTERS - APPLICATIONS
CSA*135 Spreadsheet Applications
CSA*140 Database Applications

COMPUTERS - COMPUTER SCIENCE
CSC*101 Intro to Computers
CSC*105 Programming Logic
CSC*115 Introduction to Programming with Alice
CSC*205 Visual Basic I

COMPUTERS - TECHNOLOGY
CST*120 Intro to Operating Systems
CST*141 Computer Hardware
CST*210 Introduction to MIS
CST*228 Voice & Data Interworking
CST*270 Network Security Fund.

DRUG & ALCOHOL RECOV
COUNSELOR
Dar*101 Public Health Issues

DIGITAL ARTS
DGA*101 Introduction to Digital Arts
DGA*110 Computer Graphics
DGA*120 Digital Imaging I
DGA*125 Intro to New Media Production
DGA*182 Digital Video
DGA*231 Digital Page Design I
DGA*241 Internet Web Design I
DGA*260 Animation

EARTH SCIENCE
EAS*107 Earth Resources

EARLY CHILDHOOD EDUCATION
ECE*101 Intro to ECE
ECE*106 Music & Movement for Children
ECE*131 Children’s Literature
ECE*176 Health Safety & Nutrition
ECE*180 CDA Credential Prep.
ECE*210 Observation & Participation
ECE*231 Early Language & Literacy
ECE*275 Child/Family & School Relations

ECONOMICS
ECN*101 Princ. of Macroeconomics
ECN*102 Princ. of Microeconomics
ECN*220 International Economics

ENGLISH
ENG*093 Writing Intro to the Essay
ENG*096 Intro to College English
ENG*101 Composition
ENG*102 Literature & Composition
ENG*110 Introduction to Literature
ENG*192 Technical Writing
ENG*231 British Literature I
ENG*281 Creative Writing
ENG*285 Memoir Writing

ENVIRONMENTAL SCIENCE
EVS*101 Intro to Environmental Sci.
EVS*135 Exploring Env. Careers

ENGINEERING
EGR*211 Engineering Statics

FRESHMAN SEMINAR
FS 100 Freshman Seminar

GEOPHYSICS
GLG*120 Dynamic Earth

GRAPHIC DESIGN
GRA*150 Intro to Graphic Design
GRA*296 Graphic Design Internship

HEALTH
HLT*103 Investigations in Hlth Careers
HLT*160 Intro to Public Health

HEALTH INFORMATION MANAGEMENT
HIM*102 Intro to Health Care Systems
HIM*201 Health Info. Manage. Prin.
HIM*206 Medical Coding 2

HISTORY
HIS*101 Western Civilization I
HIS*107 History of Puerto Rico
HIS*211 World Civilization I
HIS*201 U.S. History I

HONORS
Hon*101 Honors Seminar I

HUMAN SERVICES
HSE*101 Intro to Human Services
HSE*224 Social Problems of Youth
HSE*288 Developmental Psychiatric
HSE*289 Psychiatric Psychiatric
HSE*282 Introduction to Counseling

MATHEMATICS
MAT*085 Pre-Algebra & Elem Algebra
MAT*095 Elem Algbra Foundations
MAT*137 Intermediate Algebra
MAT*168 Elem Stat & Probability I
MAT*173 College Algebra w/Technology
MAT*186 Modern Calculus I
MAT*254 Calculus I
MAT*256 Calculus II
MAT*268 Calculus III: Multivariable

MEDICAL ASSISTING
MED*112 Med. Ins. & Billing
MED*125 Medical Terminology

MANUFACTURING
MFG*101 Intro to Manufacturing Processes Lab
MFG*103 Manufacturing Processes Lab
MFG*124 Blueprint Reading I
MFG*156 Mfg Mchnry - CNC I
MFG*171 Intro to Lean Manufacturing
MFG*202 Precision Machining
MFG*203 Precision Machining Lab
MFG*256 Mfg Mchnry - CNC II

MEDICAL ASSISTING
MED*101 Intro to Ophthalmic Disp
MED*103 Ophthalmic Dispensing II
MED*111 Ophthalmic Materials II
MED*121 Contact Lenses II

PHILOSOPHY
PHL*101 Intro to Philosophy
PHL*111 Ethics
PHL*151 World Religions

PHYSICS
PHY*110 Introductory Physics
PHY*121 General Physics I
PHY*221 Calc-Based Physics I

POLITICAL SCIENCE
POL*102 Comparative Politics
POL*111 American Government

PSYCHOLOGY
PSY*103 Intro. to Wholistic Wellness
PSY*111 General Psychology
PSY*201 Life Span Development
PSY*204 Child & Adolescent Dev
PSY*251 Behavioral Disorders of Children & Youth

QUALITY ASSURANCE
QA*114 Principles of Quality Control

RADIOGRAPHY
RAD*105 Radiographic Ana and Proc I
RAD*109 Methods of Patient Care I
RAD*111 Radiographic Clinical Prac. I
RAD*209 Methods of Patient Care
RAD*210 Radiographic Proc V
RAD*211 Radiographic Q C
RAD*212 Radiologic Exposure II
RAD*294 Clinical Education II

RECREATION
RLS*121 Intro to Therapeutic Rec Svc

SOCIOLOGY
SOC*101 Principles of Sociology
SOC*103 Social Problems
SOC*210 Sociology of the Family
SOC*240 Criminology
SOC*241 Juvenile Delinquency
SOC*277 Social Survey Research

SPANISH
SPA*101 Elementary Spanish I
SPA*102 Elementary Spanish II
SPA*105 Elem Conv Spanish
SPA*106 Elem Conv Spanish II
SPA*201 Intermediate Spanish I
SPA*205 Interned Conv Spanish I

THEATER
THR*110 Acting I
THR*113 Performance for Film & TV

VETERINARY TECHNOLOGY
VET*101 Introduction to Animal Care
VET*102 Vet Office. Manage. & Comm.
VET*201 Vet Anat. & Phys I
VET*205 Veterinary Lab Procedures.
VET*212 Princ. of Imaging w/lab
VET*230 Vet. Anesth. & Surg. Nurs. w/ Lab
NEW PROGRAMS AT MXCC

ADVANCED MANUFACTURING
For individuals who enjoy the satisfaction of creating parts or products using advanced precision machinery and a wide variety of materials, a career in manufacturing is waiting for you. Connecticut employers are always seeking skilled workers – and manufacturing continues to provide more than 10 percent of all job opportunities in the state. MxCC prepares students for these lucrative and challenging positions through a real-world Advanced Manufacturing program developed with the close consultation of many local manufacturers.

Students learn in our state-of-the-art, hands-on manufacturing learning labs, applying skills discussed and analyzed in the classroom. By earning an associate’s degree in technology with a manufacturing machine technology option, you will be qualified to succeed in a 21st century manufacturing environment – and will be well prepared to transfer into a four-year, bachelor’s degree in engineering or technology.

Learn more at mxcc.edu/degrees/mto/

CENTER FOR NEW MEDIA
This innovative, cutting-edge initiative at MxCC combines hands-on experience and training in state-of-the-art studios and creative facilities to teach students real skills needed in the high-growth field of new media. The center builds on our existing degree programs in broadcast-cinema, multimedia, and communications to offer fun and challenging certificate programs in new media production, news and sports production, corporate media and web design.

Classes are small, instructors are experienced, internships are exciting – and the jobs are waiting for qualified new media workers. In fact, both the Connecticut Department of Labor and the U.S. Department of Labor confirm a growing demand for and existing shortage of workers with new media skills to work in the arts, design, entertainment, sports, and media.

Learn more online at mxcc.edu/cnm

COMPUTER ENGINEERING TECHNOLOGY
Students who are drawn to math, science, computer hardware and software, and electronics are poised for a great computer engineering career. Our Technology Studies: Computer Engineering Technology degree program helps students develop skills in the building, testing, operation, and maintenance of computer systems and associated software systems. To do this, students gain background knowledge in the application of electric circuits, computer programming, software applications, computer hardware, computer networking, and engineering.

Using their science, engineering, and mathematical analysis skills, students learn to solve computer engineering technology problems using written, oral, and graphical communication abilities. Students will identify and use appropriate technical literature, concepts and techniques as required for continuing professional development. Students will be qualified to transfer to a four-year program to earn a bachelor’s degree in computer engineering technology, industrial technology, networking technology, or other related field, at which point they will be prepared to take the industry-based certification exams to become a hardware or software engineer; software developer; systems administrator; network administrator; systems analyst; or support specialist.

Learn more online at mxcc.edu/degrees/cet/

Sneak peek drawings of MxCC’s upcoming Center for New Media in Chapman Hall, to be completed for Fall 2014.
GENERAL STUDIES
ONLINE & IN MERIDEN

For students who are having difficulty narrowing down a career path, our popular General Studies program may be the perfect solution. Each course in this associate’s degree program can be tailored to the unique needs and interests of each student. By exploring the subjects you already love and testing out areas that may be of interest, college learning becomes far more interesting and meaningful. Skills such as problem solving, public speaking and writing help our General Studies students stand out in today’s crowded workforce.

Thanks to MxCC’s flexibility and use of technology, the General Studies degree can be earned online – around your busy work and life schedule. The full General Studies degrees can also be earned entirely at our Meriden location (as well as in Middletown).

Learn more online at mxcc.edu/degrees/general-studies/

HEALTH & LIFE SCIENCES

As a participant in the federally funded Health & Life Sciences Career Initiative grant, MxCC has committed to providing affordable, targeted certifications, industry-recognized credentials, and associate degrees to prepare veterans, persons requiring retraining, those who may be dislocated, and other un/under-employed workers statewide for careers in health and life sciences.

To meet this goal, MxCC offers a broad variety of health and life science learning and training courses for students who are interested in patient care, computer science, natural resource management, and more. Courses are part of MxCC’s biotechnology, computer engineering technology, engineering science, environmental science, health career pathway, health information management, radiologic technology, therapeutic recreation, and veterinary technician degree programs. Some job-training courses or certificates can be completed in as little as one year; longer-term associate degree programs provide an affordable path for students to transfer into a four-year college.

Either way, the Health & Life Sciences Career Initiative provides individuals with affordable options for gaining the skills and knowledge necessary to find employment in growing health and life science fields.

Learn more online at mxcc.edu/hlsci

HEALTH INFORMATION MANAGEMENT

Today’s healthcare delivery system generates an incredible amount of information and data – all of which needs to be organized, maintained, managed, and analyzed in electronic form. Detail-oriented individuals drawn to this line of work require at least an associate’s degree in health information management (HIM) in order to enter and excel in this fast-growing occupation. The HIM degree program at MxCC offers students a diverse curriculum that provides an understanding of the design, collection, storage, utilization, and transmission of coded healthcare and insurance data necessary to meet professional, legal, and administrative record-keeping requirements. They also work with clinical, financial, epidemiological, administrative, and coded healthcare and insurance data. Our graduates qualify for immediate entry into the workplace, or alternatively, our program provides a fully articulated pathway to the baccalaureate program at Charter Oak State College.

Learn more online at mxcc.edu/degrees/him/

VETERINARY TECHNOLOGY

If your dream is to work with animals – at a zoo or aquarium, out in the wild, or in a lab setting – a great first step is to become a veterinary technician. MxCC’s Veterinary Technology program combines an engaging mix of classroom, laboratory, and field experience that prepares students for entry-level job opportunities (or career advancement) in veterinary offices and hospitals, biological research facilities, stables, dairies, drug and feed manufacturing companies, or within the animal production industry.

We are privileged to work closely with Pieper-Olson Veterinary Hospital (730 Randolph Road, Middletown) where students have access to specialized laboratories and equipment to gain hands-on practical experience. Additionally, students are able to refine their classroom skills by completing a mandatory supervised externship under the direction of a licensed veterinarian, certified technician, or animal research technician – typically held at an off-site veterinary hospital, private practice, or laboratory facility.

Learn more online at mxcc.edu/degrees/veterinary-technology/
LEARNING OPTIONS AT MXCC

TRANSIONAL YEAR PROGRAM

Taking Developmental Classes? Join the Transitional Year Program this Fall! MxCC’s Transitional Year Program is now accepting students who have placed into English 096.

In this program, you will:
• Deepen Your Learning
• Take courses that feature overlapping lessons and content
• Get one to one support from tutors and a faculty mentor
• Connect with an advisor and have your own registration session
• Develop your study skills
• Connect with a community of students committed to success

Special Incentives Include:
• A free flash drive for each student
• A free dictionary for each student
• A free calculator for each student
• A free student planner for each student
• Community events and gatherings
• And more!

Interested? Contact:
Terence McNulty, Assistant Professor, English Phone: 860-343-5889 Email: tmcnulty@mxcc.edu

or

Mensimah Shabazz, Director of Academic Initiatives Phone: 860-343-5784 Email: mshabazz@mxcc.edu

mxcc.edu/typ

HONORS PROGRAM

The Honors Program provides students with an academically enriching Associate Degree program. Honors students receive better teacher-student ratio, faculty and peer mentoring, more independent study opportunities, and an early entrance into the Phi Theta Kappa Honor Society. Students can select their own program of study and use the Honors Program to fulfill General Education requirements. Undecided or undeclared students will enroll in the Liberal Arts and Sciences program.

Special Features:
Students in the program receive personalized academic advising to complete General Education and Honors Program Requirements within two-years. Faculty Mentors and a Personal Librarian also help students through the program and facilitate student exploration of individual academic and professional interests. Upon completion of an Associate’s Degree, Honors students will receive special designation on their transcripts and Honors courses will automatically transfer to any Connecticut State University and other private institutions.

Consistent with MxCC’s mission and educational goals, students in the Honors Program will participate in mentored community activities to enhance their academic experiences. Our staff members are dedicated to creating these innovative and enriching interdisciplinary opportunities that will positively impact our future student community leaders for a lifetime.

Students must apply into the Honors Program.

For more information about the program, please contact:

Mensimah Shabazz, Director of Academic Initiatives Phone: 860-343-5784 Email: mshabazz@mxcc.edu

or

Eva Jones Ph.D., Instructor, English Phone: 860-343-5854 Email: ejones2@mxcc.edu

mxcc.edu/honors
THE PLUS 50 ENCORE COMPLETION PROGRAM

If you’re one of 37 million adults ages 25 to 64 who attended college but never received a degree—or one of millions more who need a new skill for a changing job market—Plus 50 can pave the way to completion.

Through the Plus 50 Encore Completion Program, Middlesex Community College is providing programs and services that make it easier than ever for students over 50 to obtain the cutting-edge skills and credentials required to compete for jobs in the health care, education, and social services fields. Middlesex offers support and flexibility to help you reach your goals, from choosing a course of study and scheduling classes to finding transportation and applying for financial aid.

Anyone in the job market these days knows the competition is fierce—especially for people age 50 and over. It takes longer for workers over 50 to find jobs than it does for their younger counterparts, and workers of all ages with limited education credentials have higher rates of unemployment and greater difficulty than others in finding and securing employment.

Today, 40 percent of people over age 55 remain in the workforce—the highest rate since 1962. If you’re among them and you need a job or a change in careers, earning a certificate or degree in the high demand fields of health care, education, and social services will help you beat the competition.

Learn more at http://mxcc.edu/plus-50/

LEARNING OPTIONS IN MATH AND ENGLISH

Accelerated Learning Programs: Students can potentially take ENG*063 Intro to Essay and ENG*101 Composition courses in one semester.

Paired Math courses: Students can take MAT*095 Elementary Algebra and MAT*137 Intermediate Algebra courses in one semester.

Self-paced math course: The instructor along with an assistant help students to work on the developmental math courses at their own pace using an online tool.

Courses with Embedded Support: Students receive more support in Math and English with supplemental instruction.

Fast-Track Workshops for College Readiness: Noncredit Math and English workshops at the end of which the students have the potential to improve their placement.

FAST TRACK WORKSHOPS FOR SUMMER -- MATH AND ENGLISH

MATH
Meriden
Session I: Day course - June 9-20 - 9:30 to 12:30 pm, (prior to Summer Session 2 start date)
Session II: Evening course - July 21-Aug 1 - 5:30 to 8:30 pm (prior to Fall semester)

Middletown
Session I: Evening course - June 16-27 - 5:30 to 8:30 pm, (prior to Summer Session 2 start date)
Session II: Day course - July 28-Aug 8 - 9:30 to 12:30 pm (prior to Fall semester)

ENGLISH - Reading-Writing
Meriden
June 9-12, 16-19 (prior to Summer Session 2 start date) (afternoon)
1 p.m.-4 p.m.
July 28-July 31, Aug. 4-7 (morning) 9:30 a.m.-12:30 p.m.

Middletown
July 21-24, 28-31 (evening) 5-8 p.m.
August 4-8, 11-13 (morning) 9:30 a.m.-12:30 p.m.
Meet your new study buddy
Persistence Plus is a mobile support service provided by MxCC that offers coaching to help you stay motivated and focused on your studies through text messages or a specially designed app.

Our service delivers interactive and personalized mobile nudges that foster the behaviors and mindsets associated with college success.

That means we help you:
• Deal with academic challenges
• Stay motivated as a learner
• Organize your time
• Take advantage of campus services
• Improve on or adopt new academic habits

What are the benefits for me?
Our results show that students using Persistence Plus earn higher GPAs and have higher passing rates than students not using the service. Students using the service have said that it makes them feel “motivated”, “focused”, and “like somebody cares”.

What should I expect?
You will receive daily nudges by text message or through our app. Some of our nudges will be questions. If you respond, we can provide you with even more personalized support. Students have reported that responding to questions have helped them change their habits or mindsets for the better.

If you have a question or a concern at different times, just send us a message by replying to a text message or tapping the pencil icon in the upper right of the app. We read every message.

If you have any questions, contact us at persistenceplusnetwork.com/contact or email us at info@persistenceplusnetwork.com. We will get back to you right away!

NEW SHORELINE LOCATION

Classes at Westbrook High School are open to everyone! This is perfect for shoreline residents who are seeking an affordable education that is close to home. Shoreline residents may take a full semester of courses at Westbrook High School or just take a few courses to ease their commute. High school students that meet the prerequisites of the courses can get a head start on their college education.

Westbrook High School
156 McVeagh Rd.
Westbrook, CT 06498

Late Start Classes - Fall 2014

ENG*101 COMPOSITION
CRN: 3581
Start Date: 9/22
Monday & Wednesday 11:00 am - 12:40 pm
Snow Hall, Room 504

ENG*102 LITERATURE & COMPOSITION
CRN: 3789
Meriden Center
2:50 - 4:30 p.m.
Room: 501
Start Date: 9/22

FS100 FRESHMAN SEMINAR
CRN: 3644
TR 3:30 – 5:10 p.m.
Room: 509
Start Date: 9/23

MAT*095 ELEMENTARY ALGEBRA FOUND.
CRN: 3834
Start Date: 9/22
Mondays & Wednesdays 1:15 - 2:45 pm
Snow Hall, Room 406 (Mon.)
Wheaton Hall, Room 311 (Wed.)

MAT*137 INTERMEDIATE ALGEBRA
CRN: 3844
Start Date: 9/22
Mondays & Wednesdays 2:50 - 4:20 pm
Wheaton Hall, Room 309

MAT*137 INTERMEDIATE ALGEBRA
CRN: 3803
Start Date: 10/20
M,T,W,Th 11:00 A.M. - 12:20 P.M.
Snow Hall, Room 406 (MW) / Wheaton Hall, Room 309 (TTh)

SPA*102/SPA*106 ELEMENTARY SPANISH II AND ELEMENTARY CONVERSATION SPANISH II
CRN: 3225 and CRN: 3226 (must register for both)
SPA*102: 9:30-10:50 a.m. MTWR
SPA*106: 9:30 – 11:10 a.m. F
Snow Hall, Room 507
Start Date: 10/21 (7 weeks)

Fall Courses in Westbrook

COM*173 PUBLIC SPEAKING
CRN: 3885
Mondays & Wednesdays- 5:00-6:20 pm

ENG*101 COMPOSITION
CRN: 3184
Tuesdays & Thursdays- 6:30-7:50 pm

ENG*102 LITERATURE & COMPOSITION
CRN: 3900
Tuesdays & Thursdays- 5:00-6:20 pm

MAT*095 ELEMENTARY ALGEBRA FOUNDATIONS
CRN: 3842
Mondays & Wednesdays- 5:00-6:20pm

MAT*137 INTERMEDIATE ALGEBRA
CRN: 3849
Tuesdays & Thursdays 5:00-6:20 pm

PSY*111 GENERAL PSYCHOLOGY I
CRN: 3913
Mondays 6:35 - 9:15 pm

Check in for more information @
www.mxcc.edu/shoreline
HEALTH & LIFE SCIENCES

You want a job with a future!

Now is a great time for careers in Health & Science!

New & Revised Programs in Growing Careers

- Health Information Management
- Computer Engineering Technology
- Veterinary Technology
- Environmental Science
- Biotechnology
- Radiologic Technology
- Engineering Science

And more!

Connecticut Health & Life Sciences Career Initiative
We're here to help

Contact Carolyn Sommer for more information at Csommer@mxcc.edu or 860-343-5749 or check out the HL-SCI webpage at www.mxcc.edu/hlsci

MxCC is a great place to earn a degree!

With our centrally located campuses in Middletown and Meriden, and our dedicated faculty and staff, MxCC is a great place to get an excellent and affordable education and career training.

Veterans

MxCC has been designated a Military Friendly School because of our success in assisting veteran students.

Support for Student SUCCESS

We provide students with enhanced supports, including assistance with academic and career counseling, prior learning assessment, internship and job placement, and Veterans services. Most programs are eligible for benefits (WIA, TAA, Veterans).

Take the first step today!

Contact Us!

Contact Carolyn Sommer for more information at Csommer@mxcc.edu or 860-343-5749 or check out the HL-SCI webpage at www.mxcc.edu/hlsci

MxCC

MIDDLESEX COMMUNITY COLLEGE
The College of Our Community
Here’s a way to reduce your college costs!

Take5

At MxCC, you can take five courses a semester for the same cost as four.
mxcc.edu/take5

*Appplies to fall and spring semesters only.

STATEMENT ON COMMUNITY ENGAGED LEARNING AND CIVIC ENGAGEMENT

In all it does, Middlesex Community College strives to be the college of its community. Faculty and staff work closely with students to develop collaborative partnerships with business, industry, and social service agencies in the cities and towns around us. Community Engaged Learning and Civic Engagement opportunities provide students with a chance to enhance their skills for workforce readiness, provide community partners with services and support, and help students realize that they can make a difference in the lives of others and in the community. Students who partner with community agencies through their coursework, internships, and other activities increase their networking opportunities while feeling a deeper connection with their college experience.
Health Careers

Certified Nurse Aide (CNA)

Certified Nurse Aides play a vital role in healthcare delivery by providing routine patient care. Working under the supervision of a nurse, CNAs report vital patient information including temperatures, pulses, and blood pressures. CNAs have direct patient contact assisting with daily activities, such as, bathing, walking, and eating. The Certified Nurse Aide training program consists of lectures, skills development, and clinical training. Learn the proper way to perform nurse aide procedures essential to meet the needs of patients under your care and become a CNA on the CT Nurse Aide Registry. This program is approved by the State Department of Public Health. Note: Convicted felons may have difficulty finding employment in the healthcare field and be excluded from clinical training. This program is eligible for WIA funding – contact CT Works early to inquire.

Payment Plan Available

1) Summer Daytime Program – Shoreline/ Old Saybrook & Essex - Accelerated schedule
CRN#: 2144
$1200
12 Lectures
Dates: 5/27 - 6/26
Days: 4 Mondays, 5 Tuesdays, & 3 Thursdays
Times: 9:00AM – 12:30PM
Location: Old Saybrook Town Hall, Conference Room
Instructor: Sharon Craft, B.S., R.N.

Students must also enroll in the following clinical section.
CRN#: 2145
Lab Dates: 5/28, 5/30, 6/4
Days: 2 Wednesdays & 1 Friday
Times: 8:00 – 1:00PM
Location: Essex Meadows

and

Clinical Dates: 6/6 - 6/25
Days: 3 Wednesdays, 2 Thursdays & 3 Fridays
Times: 8:00 – 2:00 PM
Location: Essex Meadows
Instructor: Laurie McConnell LPN.

2) Summer Evening Program – Middletown Campus – Accelerated Schedule
CRN#: 2146
$1200
Dates: 6/30 - 8/1
Days: 5 Mondays & 5 Wednesdays & 2 Fridays
Times: 5:00 – 8:30 PM
Location: Chapman Hall, Room 606
Instructor: Jacqueline Dobruck LPN.

Students must also enroll in the following lab/clinical section.
Additional clinical sections will be added as necessary.
Lab/Clinical Section 1:
CRN#: 2147
Lab Dates: 7/1, 7/3, 7/8
Days: 2 Tuesdays & 1 Thursday
Times: 4:00 – 9:00PM
Location: Meriden Center, Room 401

and

Clinical Dates: 7/10 - 7/31
Days: 3 Tuesdays & 4 Thursdays & 2 Fridays
Times: 4:00 – 9:20PM
Location: Middlesex Healthcare Center
Instructor: Danielle Rancourt LPN.

3) Summer Evening Program – Middletown Campus and Essex
CRN#: 2146
$1200
Dates: 6/30 - 8/1
Days: 5 Mondays & 5 Wednesdays & 2 Fridays
Times: 5:00 – 8:30 PM
Location: Chapman Hall, Room 606
Instructor: Jacqueline Dobruck LPN

Students must also enroll in the following lab/clinical section.
CRN#: 2148
Lab Dates: 7/1, 7/3, 7/8
Days: 2 Tuesdays & 1 Thursday
Times: 4:00 – 9:00PM
Location: Essex Meadows

and

Clinical Dates: 7/10 - 7/31
Days: 3 Tuesdays & 4 Thursdays & 2 Fridays
Times: 4:00 – 9:20PM
Location: Essex Meadows
Instructor: Laurie McConnell LPN.
4) Summer Daytime Program – Meriden & Middletown – Accelerated Schedule
12 Lectures
$1,200
CRN#: 2149
Dates: 7/14 - 8/13
Days: 5 Mondays, 5 Wednesdays, & 2 Fridays
Times: 9:00AM – 12:30PM
Location: Meriden Center, Room 401
Instructor: Joan Rand B.S.N. R.N.

Students must also enroll in the following lab/clinical section. Additional clinical sections will be added as necessary.
Lab/Clinical Section 1:
CRN#: 2150
Labs Dates: 7/15, 7/17, 7/22
Days: 2 Tuesdays & 1 Thursday
Times: 9:00AM – 2:00PM
Location: Meriden Center Room 401
and
Clinical Dates: 7/24 – 8/12
Days: 3 Tuesdays & 3 Thursdays & 2 Fridays
Times: 8:00AM – 2:00PM
Location: Wadsworth Glen, Middletown
Instructor: Irene Cowen, L.P.N.

5) Fall Evening Program – Middletown
CRN#: 3931
$1,299
Dates: 9/8 – 10/29
Days: Mondays and Wednesdays
Times: 5:00 – 7:40PM
Location: Chapman Hall, Room 613
Instructor: Jacqueline Dobruck, L.P.N.

Students must also enroll in the following lab/clinical section. Additional clinical sections will be added as necessary.
Lab/Clinical Section 1:
CRN#: 3933
Lab Dates: 9/11, 9/18, 9/25
Days: 3 Thursdays
Times: 4:00 – 9:20PM
Location: Meriden Center Room 401
and
Clinical Dates: 9/26 – 10/24
Days: Thursdays and Fridays
Times: 4:00 – 9:20PM
Location: Wadsworth Glen
Instructor: Sandra Wade, L.P.N.

6) Fall Evening Program – Middletown Campus and Essex
CRN#: 3931
$1,299
Dates: 9/8 – 10/29
Days: Mondays and Wednesdays
Times: 5:00 – 7:40PM
Location: Chapman Hall, Room 613
Instructor: Jacqueline Dobruck, L.P.N.

Students must also enroll in the following clinical section.
CRN#: 3934
Lab Dates: 9/9, 9/16, 9/23
Days: 3 Tuesdays
Times: 4:00 – 9:20PM
Location: Essex Meadows
and
Clinical Dates: 9/25 – 10/23
Days: Tuesdays and Thursdays
Times: 4:00 – 9:20PM
Location: Essex Meadows
Instructor: Laurie McConnell, L.P.N.

7) Fall Daytime Program – Shoreline/ Old Saybrook & Essex
CRN#: 3935
$1,299
Dates: 10/6 - 11/17 (No class: 10/13, 11/11)
Days: 5 Mondays & 7 Tuesdays
Times: 9:00AM – 12:30PM
Location: Old Saybrook Town Hall, Conference Room
Instructor: Sharon Craft, B.S., R.N.

Students must also enroll in the following clinical section.
CRN#: 3936
Lab Dates: 10/9, 10/10, 10/16
Days: 2 Thursdays & 1 Friday
Times: 8:00 – 1:00PM
Location: Essex Meadows
and
Clinical Dates: 10/17 – 11/13
Days: 4 Thursdays & 4 Fridays
Times: 8:00 – 2:00PM
Location: Essex Meadows
Instructor: Laurie McConnell, L.P.N.

8) Fall Daytime Program – Meriden
CRN#: 3937
$1,299
Dates: 11/3 - 12/17 (No class: 11/26, 12/15)
Days: Mondays & Wednesdays
Times: 9:00AM – 12:30PM
Location: Meriden Center Room 401
Instructor: Staff

Students must also enroll in the following lab/clinical section.
Lab/Clinical Section 1:
CRN#: 3938
Labs Dates: 11/4, 11/7, 11/11
Days: 2 Tuesdays & 1 Friday
Times: 9:00AM – 2:00PM
Location: Meriden Center Room 401
and
Clinical Dates: 11/18 – 12/16 (No class 11/27)
Days: 4 Tuesdays & 4 Thursdays
Times: 8:00AM – 2:00PM
Location: Wadsworth Glen, Middletown
Instructor: Irene Cowen, L.P.N.
Patient Care Technician Certificate

The Patient Care Technician (PCT) Certificate program is an exciting opportunity for Certified Nurse Aides to advance their skills, earn a better salary, and have more job options in a changing work environment. PCTs are valued members of many health care teams. They work in hospitals, rehabilitation settings, physician offices, clinics, and long-term care facilities. Upon completion of this program, students are eligible to sit for the National Healthcareer Association Certified Patient Care Technician Exam. Prerequisites: 1) Current CNA required, 2) High-school diploma or GED 3) English language competency. Note: Convicted felons may have difficulty finding employment in the healthcare field. This program is eligible for WIA funds – contact CT Works 203-238-3688 to inquire. Payment Plan available.

The following 7 courses are included in the PCT program:

1) Advanced Nurse Aide $399
2) Phlebotomy Skills for the PCT 399
3) ECG and Pulse Oximetry 249
4) Computer Fundamentals (optional) 199
5) Customer Service & Communication in Healthcare 49
6) CPR or BLS 90
7) Hospital Based Clinical Experience (optional) 699

Total = $2,084 + textbooks

Orientation to the Patient Care Technician Program

This session will review important information to prepare the student for entry into the PCT Certificate Program. Learn about the role of the PCT as part of the healthcare team and potential employment opportunities. The PCT program and course descriptions will be covered. FREE, but pre-registration is required.

1) Evening Program – Middletown Campus – Session 1
CRN#: 3941
Dates: 8/20
Days: Wednesday
Times: 5:00 – 6:00PM
Location: Chapman Hall, Room 606
Instructor: Diane Bordonaro, B.S., R.N.

2) Evening Program – Middletown Campus – Session 2
CRN#: 3942
Dates: 9/17
Days: Wednesday
Times: 5:00 – 6:00PM
Location: Chapman Hall, 605
Instructor: Diane Bordonaro, B.S., R.N.

Advanced Nurse Aide Skills

This 24-hour course is designed to build on the basic knowledge of a Certified Nurse Aide. Participants will gain the advanced knowledge necessary to care for complex patients in acute care settings. The role of the PCT in caring for patients with IV therapy, wounds and sterile dressings, colostomies and catheters, enteral feedings, and advance respiratory needs will be covered. Students will also learn how to collect specimens and provide pre- and post-operative care to surgical patients.

$399

Evening Program – Meriden Center
CRN#: 3944
Dates: 10/1 – 11/19
Days: 8 Wednesdays
Times: 5:30 – 8:30PM
Location: Meriden Center, Room 401
Instructor: Kathie Larke, R.N., M.S.N.

Phlebotomy Skills for the PCT

The art and science of phlebotomy is an important part of the role of many Patient Care Technicians. This introductory course will include skin puncture techniques, special collection procedures, legal and ethical issues, safety concerns, infection control, and quality assurance. Teaching methods include lecture and supervised hands-on practice in a simulated lab setting, but does not include a clinical rotation. A text is required and can be purchased at the campus bookstore for approximately $65. Please bring the CRN and course title to the college bookstore when purchasing.

$399

Evening Program – Meriden Center
CRN#: 3945
Dates: 10/2 – 11/20
Days: 8 Thursdays
Times: 5:30 – 8:30PM
Location: Meriden Center, Room 401
Instructor: Staff

EKG and Pulse Oximetry

Come to this course and learn the knowledge and skills to accurately obtain a 12-lead EKG and pulse oximetry measurement. Cardiac and respiratory anatomy and function, lead and sensor placement, recognition of normal vs. abnormal readings, and how to adapt to unusual patient situations will also be taught. This course includes classroom and hands-on lab experience. Note: This course does not prepare you to be an EKG technician.

$249

Evening Program – Meriden Center
CRN#: 3946
Dates: 10/21 – 11/11
Days: 4 Tuesdays
Times: 5:30 – 8:30PM
Location: Meriden Center, Room 401
Instructor: Amanda Zaleski M.S.
Computer Fundamentals
This preparatory course gives students the fundamental skills necessary to gain a basic understanding of how to use a computer. The course teaches basic keyboarding techniques, the fundamentals of the Windows environment, file management, Internet research, and email. Students are encouraged to purchase a 2GB flash drive to save their classroom assignments. Students with little or no hands-on experience with computers should take this basic skills course as part of their training for an entry level position in healthcare.
$199
Saturday Program – Middletown Campus
CRN#: 3943
Dates: 8/30 – 9/27
Days: 5 Saturdays
Times: 9:00AM – 12:00PM
Location: Wheaton Hall, Room 306
Instructor: Staff

Customer Service and Communication in Healthcare
A career in healthcare can be as challenging as it is rewarding. This course covers the essential components of good customer service and professionalism. You will develop effective communication skills to use with your patients and their family members while upholding the legalities of HIPAA.
$49
Evening Program – Meriden Center
CRN#: 3947
Dates: 11/18
Days: 1 Tuesday
Times: 5:30 – 8:30PM
Location: Meriden Center, Room 401
Instructor: Maureen Skowronek R.N.

Hospital Based Clinical Experience
This course offers Patient Care Technician students an opportunity to work as a member of the healthcare team in an acute care setting. Under the supervision of a registered nurse, students will provide hands-on care to patients in the hospital. All care will be documented electronically. Prerequisites: 1)Current CNA 2)Advanced Nurse Aide 3)Computer Fundamentals 4)Customer Service and Communication in Healthcare 5)Health Form, including immunizations, PPD test, and flu vaccine, 6)Criminal background check. Students who have a criminal background will be denied access to the clinical training site. Enrollment is limited — apply early! Students will be required to attend a mandatory hospital orientation session.
$699 (includes $54 fee for criminal background check)
Evening Program – Meriden Center
CRN#: 3948
Dates: 12/3 – 12/18
Days: 3 Wednesdays, 3 Thursdays and 2 Fridays
Times: 6:45AM – 11:45AM
Location: Middlesex Hospital
Instructor: Maureen Skowronek R.N.

Heartsaver Adult/Child CPR Certification
Heartsaver Adult/Child Cardiopulmonary Resuscitation (CPR) is taught with the use of barrier devices. The relief of choking in adults and children and use of the Automated External Defibrillator are covered. This is a great course for parents, coaches and teachers. Successful completion of this course results in a 2-year Certification from the American Heart Association. $75
1) Day Class – Middletown Campus - Daytime
CRN#: 2151
Date: 7/9
Day: Wednesday
Time: 9:30AM – 12:00PM
Location: Chapman Hall, Room 808D
Instructor: CPR & More
2) Day Class – Middletown Campus
CRN#: 3950
Date: 11/5
Day: 1 Wednesday
Time: 9:30AM – 12:00PM
Location: Chapman Hall, Room 808D
Instructor: CPR and More
3) Evening Class – Middletown Campus
CRN#: 3951
Date: 12/8
Day: 1 Monday
Time: 5:30 – 8:00PM
Location: Chapman Hall, Room 808D
Instructor: CPR and More

Basic Life Support (BLS) for Healthcare Providers*
A fast-paced BLS course for healthcare providers who must have a credential documenting successful completion of CPR. Learn how to recognize life-threatening emergencies, perform CPR, manage foreign body airway obstructions, use bag-valve-masks (BVMs), and operate an automated external defibrillator (AED). Successful completion of the BLS course results in a 2-year Certification from the American Heart Association. Class is limited to 20 students. *Note: This is a required course for all pre-nursing students. $90
1) Day Class – Middletown Campus
CRN#: 2152
Date: 7/16
Day: Wednesday
Time: 9:30AM – 2:00PM
Location: Chapman Hall, Room 808D
Instructor: CPR & More
2) Day Class – Middletown Campus
CRN#: 3949
Date: 10/22
Day: Wednesday
Time: 9:30AM – 2:00PM
Location: Chapman Hall, Room 808D
Instructor: CPR and More
**Human Services Assistant Certificate**

Are you looking for a fulfilling career helping others? Human Service workers support individuals with disabilities in leading self-directed lives. Develop skills, values and knowledge to effectively assist those who utilize social services. Basic knowledge about certain populations and problems encountered in human service work, ethical guidelines and essential helping skills are covered. Learn how to interact with other members of a multidisciplinary team, including professionals with advanced degrees. Health and safety in the residential-care environment is taught, including an introduction to medication administration. Certification in medication administration is not part of the course. Upon completion, students will be prepared for entry-level positions as Residential Living Assistants, Direct Behavioral Support staff and mentors. A textbook is required for this course and can be purchased for approximately $140 through our college bookstore. Please bring the CRN and course title to the college bookstore when purchasing. Prerequisite: high school diploma or GED. Eligible for WIA funding – contact CT Works at 203-238-3688.

$549  
Daytime Program – Middletown Campus  
CRN#: 3940  
Dates: 10/6 – 12/3  
Days: Mondays and Wednesdays  
Times: 9:30AM – 12:00PM  
Location: Chapman Hall Room 606  
Instructor: Denise Jones, B.S.W., R.N.

**Medical Billing & Coding Certificate**

The Medical Billing & Coding Certificate Program is designed for those who want to begin medical billing and coding careers or prepare for a nationally-recognized certification exam. The training in this program will also provide you with the necessary skills required by employers seeking a Medical Billing or Medical Coder Specialist. Medical billers are responsible for submitting claims to insurance companies, Medicare, Medicaid, and in some instances, patients themselves on behalf of their employers or clients. Professional medical coders transform verbal descriptions of diseases, injuries, and procedures into numeric or alphanumeric codes. The coding of health-related data permits access to medical records by diagnoses and procedures for use in clinical care, research, and education. Students who successfully complete this program will be qualified to sit for the American Academy of Professional Coders (AAPC) – Certified Professional Coder Exam (CPC) or the American Health Information Management Association (AHIMA). For more information on the national certification exams or student membership with the AAPC or AHIMA, please visit either: www.aapc.com or www.ahima.org. This program is eligible for WIA funding – contact CT Works at 203-238-3688 early to inquire.

**Payment Plan Available**

The following courses are required to earn this certificate:

1) Medical Insurance $699  
2) Medical Terminology and Anatomy for Coders $699  
3) Computer Fundamentals $199  
4) Computers in the Medical Office $699  
5) Medical Coding $999  

Total $3,295 + textbooks

**Medical Insurance**

This course introduces students to the ever-changing environment of medical health insurance and claims processing, insurance terminology, types of insurance, and the eligibility and benefit structure of the insurance plan. Topics discussed will include the Health Insurance Portability and Accountability Act (HIPAA), Medicare, Medicaid, Managed Care, TRICARE, and Workers' Compensation. Students will learn to generate and manage billing claim forms for the medical office and other organizations. Students will be prepared to analyze and accurately decipher complicated medical claims and oversee the entire billing and reimbursement process. If you’re currently employed in medical administration or looking to enter the field, you’ll benefit from this training in medical billing.

$699  
CRN#: 2153  
Dates: 5/27 - 7/1  
Days: Monday through Thursday  
Times: 5:30 – 7:25PM  
Location: Wheaton Hall, Room 306  
Instructor: Brian Kenny

**Medical Terminology and Anatomy for Coders**

Prepare to code accurately and effectively with detailed knowledge of medical terminology and anatomy. Medical language is very logical and organized according to body systems; anatomy, physiology and disease processes. Students will be introduced to the systems of the body and terminology related to each system. Common medical abbreviations of tests, diseases and procedures will be introduced. Students will learn about the structure of medical words, including prefixes, suffixes, combining forms, and how to decipher medical words. This course will also help you understand the vastly increased anatomy necessary for accurate coding, including the location of hundreds of arteries, muscles, nerves and other anatomy. A textbook is required for this program and can be purchased for approximately $130 through our college bookstore. Please bring the CRN and course title to the college bookstore.

$699  
Evening Program  
CRN#: 3954  
Dates: 8/28 – 12/11 (No class: 11/27)  
Days: 15 Thursdays  
Times: 6:00 – 9:00PM  
Location: Chapman Hall, Room 606  
Instructor: Staff
CONTINUING EDUCATION

For more info about upcoming Continuing Education courses being offered at MxCC, visit www.mxcc.edu/ceinfo or call 860-343-5865.

**Computer Fundamentals**

This preparatory course gives students the fundamental skills necessary to gain a basic understanding of how to use a computer. The course teaches basic keyboarding techniques, the fundamentals of the Windows environment, file management, Internet research, and email. Students with little or no hands-on experience with computers should take this basic skills course before taking Computers in the Medical Office.

$199

CRN#: 2154
Dates: 5/31 – 6/28
Days: 5 Saturdays
Times: 9:00AM – 12:00PM
Location: Wheaton Hall, Room 306
Instructor: Janet D’Onofrio

Saturday Program – Middletown
CRN#: 3943
Dates: 8/30 – 9/27
Days: 5 Saturdays
Times: 9:00AM – 12:00PM
Location: Wheaton Hall, Room 306
Instructor: Staff

**Computers in the Medical Office**

Students will learn to gather information and enter transactions on the current version of Medisoft Patient Billing software. Using current, realistic, medical office cases student build transferable computerized medical billing and scheduling skills. Students are encouraged to purchase a 2GB flash drive to save their classroom assignments. A textbook is required for this course and can be purchased for approximately $190 through our college bookstore. Please bring the CRN and course title to the college bookstore.

$699

Evening Program
CRN#: 3952
Dates: 9/17 – 1/14 (No class: 11/26, 12/24, 12/31)
Days: 15 Wednesdays
Times: 6:00 – 9:00PM
Location: Wheaton Hall, Room 306
Instructor: Adrienne Doughty, C.P.C., C.H.I.S.P.

**Medical Coding**

This course will introduce students to the challenging and rewarding field of Diagnostic and Procedural Medical Coding. Conventions, guidelines and the application of ICD-9-CM (International Classification of Disease, 9th Edition, Clinical Modification), CPT®-4 (Current Procedural Terminology 4th Revision), and HCPCS Level II will be covered in great detail. ICD-10-CM will be introduced. HIPAA (Health Insurance Portability and Accountability Act) and Medicare compliance issues will also be discussed. Students will gain an appreciation of the relationship between accurate coding and financial reimbursement. A textbook bundle is required for this course and can be purchased for approximately $550.00 through our college bookstore. Prerequisites: Medical Insurance and Medical Terminology and Anatomy for Coders.

$999

Evening Program – Middletown Campus
CRN#: 3955
Dates: 2/9 – 5/4 (No class 2/16)
Days: Mondays & Wednesdays
Times: 6:00 – 9:00PM
Location: Chapman Hall, 606
Instructor: Barbara Rutigliano, M.S., C.P.C.

**Pharmacy Technician Certificate Program**

This program is offered in partnership with the Connecticut Pharmacists Association. This comprehensive, 60-hour course prepares you for an entry-level position in a community, hospital or long-term care setting. Topics include medical terminology specific to the pharmacy; reading and interpreting prescriptions; and defining drugs by generic and brand names. Learn dosage calculation, I.V. flow rates, drug compounding, and dose conversion. Develop your knowledge of prescription dispensing, inventory control, billing, and insurance reimbursement. This program is an excellent review for the Pharmacy Technician Certification Board (PTCB) national certification exam (not included in this course fee). Prerequisite: Proficiency in English, mathematics, and algebra as required for pharmaceutical calculations and directives, proof of high school diploma or GED. Note: Individuals convicted of a felony are not permitted to sit for the exam.

$1049 (textbooks included) This program is eligible for WIA funds – contact CT Works 203-238-3688 to inquire. Payment Plan available.

Evening Program – Middletown Campus
CRN#: 3957
Dates: 9/30 – 12/11 (No Class: 10/14, 11/27)
Days: 10 Tuesdays & 10 Thursdays
Times: 7:00 – 10:00PM
Location: Chapman Hall, Room 605
Instructor: CT Pharmacy Associates

**Pharmacy Technician Certification Exam Information**

The Pharmacy Technician Certification Board (PTCB) offers the Pharmacy Technician Certification Exam which assesses candidates’ competence to perform the work of a pharmacy technician. Students who successfully complete the MxCC Pharmacy Technician program will be eligible to take this exam. Exam fee of $129 is not included with the course. For more information please visit www.ptcb.org.

Students who pass the PTCB exam are eligible to receive college credit through Charter Oak State College!!
CONTINUING EDUCATION

For more info about upcoming Continuing Education courses being offered at MxCC, visit www.mxcc.edu/ceinfo or call 860-343-5865.

FREE Personal Trainer Orientation Programs - Online
Never leave your home to get the most comprehensive information on one of the hottest jobs. Fortune magazine and ABC news have targeted this industry as one to thrive in. The pay for national fitness trainers averages $34 an hour. Meet one of our veteran teachers on WebEX. She can paint you a clear picture of what to expect in the course and what great rewards await you. This online WebEX is a great way to enjoy the fact-finding mission while enjoying the comfort of your home. Students can log on from the comfort of their homes or even on the go. They will be able to ask questions and participate in a live chat with our instructor.

Personal Trainer as a super career!
Date: Thursday, 5/8, 12:00PM
Please register at: http://tinyurl.com/m5a6ps4

Personal Trainer as a super career!
Date: Thursday, 6/5, 5:00PM
Please register at: http://tinyurl.com/k4zmvg

Personal Trainer as a super career!
Date: Thursday, 7/8, 12:00PM
Please register at: http://tinyurl.com/klky8wu

Personal Trainer as a super career!
Date: Thursday, 8/14, 12:00PM

Personal Trainer as a super career!
Date: Thursday, 9/4, 4:00PM
Please register at: http://bit.ly/1cu7ou

WHOOPS!
We cancelled your class because we didn’t know you planned on attending.
Register Early!

Personal Trainer Certificate
Whether you are planning a career move or for your own personal knowledge, get all the information you need to become a Certified Personal Trainer. In the current marketplace, there is high demand for personal trainers. If you are interested in pursuing a career in fitness, a personal-training education can be an excellent addition to your resume. This challenging course is taught over a 5 or 8-week period for better retention and skill competency. The National Exam is held on the 6th or 9th week. This 60-hour program includes 15 hours of lecture/presentations, 15 hours of hands-on practical training to prepare you to actually work with clients, and a 30-hour internship. Topics include anatomy, exercise physiology, nutrition, health screening, and more. You will be required to complete a separate class in CPR/AED. (The 2½-hour “Heartsaver Adult/Child CPR Certification” course listed in this catalog fulfills this requirement.) A textbook is required for this course and can be purchased for approximately $90 through our college bookstore. Pick up your book now and get started reading before the first class! Please bring the CRN and course title to the college bookstore when purchasing. For more information call WITS (World Instructor Training Schools) at 1-888-330-9487. This program is eligible for WIA funding – contact CT Works at 203-238-3688 early to inquire. $735

1) Saturday Program – Middletown Campus & New England Athletic Club
CRN#: 2155
Dates: 6/7 - 7/19 (No class: 7/5)
Days: 6 Saturdays
Times: 9:00AM – 4:00PM
Location: Chapman Hall, Room 606
Practical Training: New England Athletic Club, Cromwell
Instructor: W.I.T.S.

2) Saturday Program – Middletown Campus & New England Athletic Club
CRN#: 3956
Dates: 9/27 – 11/22
Days: 9 Saturdays
Times: 9:00AM – 2:00PM
Location: Chapman Hall, Room 606
Practical Training: New England Athletic Club, Cromwell
Instructor: W.I.T.S.
Veterinary Assistant Certificate

Do you love working with animals? Are you looking for employment in the animal care industry? The Veterinary Assistant Training Program is a great way to begin your career in the animal field. The Introduction to Veterinary Assisting course provides students with the opportunity to determine if this is the right career path for them. Following the Introduction course, this program dives deeper into the animal care field focusing on the care of small animals, large animals and exotic pets in the veterinary profession. This 20 week program, consisting of Veterinary Assisting I and II classes, involves 4 hours of weekly lectures and 4 hours of weekly clinical experience where students will complete routine tasks and specialized procedures done in the veterinary hospital. This program follows the National Association of Veterinary Technicians guidelines for Veterinary Assistant Programs and can be a stepping stone to a Veterinary Technician Certification Program or entry level position at a veterinary facility. MxCC partners with the Connecticut Valley Veterinary Associate to offer this program. Eligible for WIA funding – contact CT Works at 203-238-3688 early to inquire.

Certificate Program: 86 hours theory + 72 hours clinical = 158 program hours. Earn 15.8 C.E.U.s.

**Note:** Program certificate will be awarded upon completion of all requirements of Veterinary Assistant I and Veterinary Assistant II. Students must register for both Veterinary Assistant I and Veterinary Assistant II. Payment for Veterinary Assistant II is due on or before November 12, 2014. Payment Plan available.

Introduction to Veterinary Assisting

Understand the role of the Veterinary Assistant as a member of the animal health-care team. Get a behind-the-scenes tour of a veterinary hospital and learn the basics of animal behavior. Employment opportunities for Veterinary Assistants will be covered.

$49
CRN#: 3958
Dates: 9/8, 9/9, 9/10
Days: 1 Monday, 1 Tuesday, and 1 Wednesday
Times: 7:00 – 9:00PM
Location: Pieper Memorial Veterinary Center
Instructor: Michael Lavoie, B.S. and Jocelyn Otte, A.S., C.V.T.

Introduction to Veterinary Assisting for High School Students

This course is open to students age 14 and 15 who wish to explore veterinary careers. Learn about the exciting careers in veterinary medicine and find out what Veterinary Assistants and Veterinary Technicians do on the job. Get a behind-the-scenes tour of a veterinary hospital and learn the basics of animal behavior. Employment opportunities for Veterinary Assistants will be covered.

$49
CRN#: 3967
Dates: 11/4, 11/11, 11/18
Days: 3 Tuesdays
Times: 7:00 – 9:00PM
Location: Pieper Memorial Veterinary Center

Veterinary Assistant I

Students will learn to work safely with small animals during routine care and demonstrate professionalism during interactions with pet owners. Restraints, physical care, and nursing procedures will be taught in lecture. During clinical labs students will participate in the daily activities of a busy animal hospital and learn clinical skills including taking vital signs and weights, trimming nails, administering medications and reconstituting vaccines. Radiology techniques and pharmacy procedures will be covered. Textbooks are required for this course and can be purchased for approximately $100 through our college bookstore. Please bring the CRN and course title to the college bookstore when purchasing. Prerequisites: 1) Introduction to Veterinary Assisting Course (This requirement may be waived with written recommendation from Veterinary Employer or High-School Animal Science Teacher), 2) English language competency, and 3) grey scrub top and pants. 4) Must be physically fit, capable of kneeling to work with larger dogs, and able to lift 50 pounds. 5) Students must provide their own transportation to clinical sites.

$899
CRN#: 3959
Dates: 9/15 – 11/19
Days: 10 Mondays & 10 Wednesdays
Times: 7:00 – 9:00PM
Location: Wheaton Hall, Room 311
Instructor: Michael Lavoie, B.S. and Jocelyn Otte, A.S., C.V.T.

Students must also register for one of the following 3 clinical sections.

Clinical Section 1:
CRN#: 3960
Dates: 9/19 – 11/14
Days: 9 Fridays
Times: 8:00AM – 12:00PM
Location: Pieper Memorial Veterinary Center
Instructor: Staff

Clinical Section 2:
CRN#: 3961
Dates: 9/27 – 11/22
Days: 9 Fridays
Times: 4:00PM – 8:00PM
Location: Pieper Memorial Veterinary Center
Instructor: Michael Lavoie, B.S

Clinical Section 3:
CRN#: 3962
Dates: 9/20 – 11/1
Days: 9 Saturdays
Times: 8:00AM – 12:00PM
Location: Pieper Memorial Veterinary Center
Instructor: Jocelyn Otte, A.S., C.V.T.
Veterinary Assistant II
The role of the Veterinary Assistant during specialized procedures, including laboratory and surgery will be covered. Students will expand their knowledge to include veterinary care of large animals and exotic pets. During clinical sessions students will dive deeper into the daily activities of a busy animal hospital and travel to large animal care sites. Upon completion of the course, students will receive a Certificate in Veterinary Assisting. Prerequisite: Veterinary Assisting I.

$899
CRN#: 3963
Dates: 12/1 – 2/23; (No Class: 12/24 – 1/1, 1/19, 2/16)
Days: 10 Mondays & 10 Wednesdays
Times: 7:00 – 9:00PM
Location: Wheaton Hall, Room 311
Instructor: Michael Lavoie, B.S. and Jocelyn Otte, A.S., C.V.T.

Students must also register for one of the following 3 clinical sections.

Clinical Section 1:
CRN#: 3964
Dates: 12/5 – 2/6; (No class 12/26)
Days: 9 Fridays
Times: 8:00AM – 12:00PM
Location: Pieper Memorial Veterinary Center
Instructor: Staff

Clinical Section 2:
CRN#: 3965
Dates: 12/5 – 2/6; (No class 12/26)
Days: 9 Fridays
Times: 4:00PM – 8:00PM
Location: Pieper Memorial Veterinary Center
Instructor: Michael Lavoie, B.S

Clinical Section 3:
CRN#: 3966
Dates: 12/6 – 2/7; (No class 12/27)
Days: 9 Saturdays
Times: 8:00AM – 12:00PM
Location: Pieper Memorial Veterinary Center
Instructor: Jocelyn Otte, A.S., C.V.T.

**Note: Seating is limited. Register early!**
**Note: Students must register for Veterinary Assistant I and Veterinary Assistant II.**
**Payment for Veterinary Assistant II is due on or before November 12, 2014.**
Fast Track Workshops

Are you looking for a new career? Have you considered taking college classes for credit and earning a degree? Are you nervous about placement testing? Let MxCC help you prepare for this new adventure.

Intensive Math for College Readiness
Worried about your college placement Math score? You can put your worries to rest! Students who place into one of the development courses are eligible to enter the "Intensive Math for College Readiness" program, a unique two week course that helps students place into higher-level math courses. First step, is take your placement test and if you initially place in a non-credit level of math, then the exam coordinator will guide you on how to take advantage of this unique opportunity.

$50

Session 1: Meriden Center
CRN#: 2140
Dates: 6/9 – 6/20
Days: Monday through Friday
Times: 9:30 – 12:30PM
Location: Room 407, Meriden Center
Instructor: Staff

Session 2: Middletown Campus
CRN#: 2142
Dates: 6/16 – 6/27
Days: Monday through Friday
Times: 5:30 – 8:30PM
Location: Room 405A, Wheaton Hall
Instructor: Staff

Session 3: Meriden Center
CRN#: 2141
Dates: 7/21 – 8/1
Days: Monday through Friday
Times: 5:30 – 8:30PM
Location: Room 502, Meriden Center
Instructor: Staff

Session 4: Middletown Campus
CRN#: 2143
Dates: 7/28 – 8/8
Days: Monday through Friday
Times: 9:30AM – 12:30PM
Location: Room 305A, Wheaton Hall
Instructor: Staff

Reading-Writing Intensive Workshops
This two-week workshop is designed to help students refresh skills in reading and writing—essay writing, grammar, and reading skills. The workshop will be particularly beneficial for students placing in developmental writing and reading. At the end of the workshop, students may retake a placement test to see if they can progress to another level of English. For those new to English courses, a placement test will be needed before the start or the workshop to determine eligibility.

$50

Session 1: Meriden Center
CRN#: 2129
Dates: 6/9-6/12, 6/16-6/19
Days: Monday through Thursday
Times: 1:00 – 4:00PM
Location: Room 507, Meriden Center
Instructor: Staff

Session 2: Middletown Campus
CRN#: 2131
Dates: 7/21-7/24, 7/28-7/31
Days: Monday through Thursday
Times: 5:00PM – 8:00PM
Location: Room 415, Snow Hall
Instructor: Staff

Session 3: Meriden Center
CRN#: 2130
Dates: 7/28-7/31, 8/4-8/7
Days: Monday through Thursday
Times: 9:30AM – 12:30PM
Location: Room 507, Meriden Center
Instructor: Staff

Session 4: Middletown Campus
CRN#: 2132
Dates: 8/4 – 8/8, 8/11-8/14
Days: Monday through Friday
Times: 9:30AM – 12:30PM
Location: Room 504, Snow Hall
Instructor: Staff
FREQUENTLY ASKED QUESTIONS ABOUT CONTINUING EDUCATION COURSES...

1. Do I need to submit a $20 application fee for any non-credit course?
No, there are no application fees for non-credit courses.

2. Do I need to submit proof of immunization (MMR) for these courses?
No, MMR (mumps, measles, rubella) documents are not required unless you are a CNA student and then health form, immunization records, PPD (tuberculosis testing) and flu vaccine are required.

3. Do I need to submit high-school or college transcripts for these courses?
No, transcripts are not required. You are required to be a high school graduate to take many of the Allied Health courses. (Please check the course descriptions for details.)

4. Can I register online for non-credit courses?
No, but you can register for any non-credit course by phoning the office, faxing the registration form, mailing in the registration form, or visiting our office. Online registration is not available for non-credit courses.

5. Are refunds available?
Yes, you can receive a full tuition refund when you withdraw from your course at least 3 working days before the course start date. Once the course has started, refunds are not available.

6. Do you offer payment plans?
Yes, payment plans are available for most of our non-credit programs.

7. What happens if my course gets cancelled?
Students will be notified by telephone approximately 2 – 3 business days prior to the scheduled start date. Refund checks will be mailed to the current address on file.

8. Can I receive C.E.U.s (Continuing Education Units) for my course?
Yes, C.E.U. requests must be made in writing to the Continuing Education Office. They are given on the basis of 1 seat hour = 0.1 C.E.U. or 10 hours = 1 C.E.U. To receive C.E.U.s, 100% attendance is required in a classroom course. No partial C.E.U.s for a course will be awarded.

9. Is there an age requirement for courses?
Most workforce development courses are adult courses requiring a student to be 18 years or older. We recommend students in all other classroom courses be at least 16 years old.

WEATHER CANCELLATIONS FOR NON-CREDIT COURSES ONLY:
Day Courses: Classes scheduled to start at a delayed opening time or later will run as scheduled. Classes scheduled to start before a delayed opening time will be postponed until the following week – your course will be extended one class session and meet at the same day/time unless you are notified differently.

Evening and Saturday Morning Courses: Classes will be postponed until the following week – your course will be extended one week, and meet at the same day/time unless you are notified differently.

Questions about Fast Track Health Careers?
Email us at: mx-cehelp@mxcc.edu
CONTINUING EDUCATION

For more info about upcoming Continuing Education courses being offered at MxCC, visit www.mxcc.edu/ceinfo or call 860-343-5865.

NON–CREDIT COURSES ONLINE

Go to www.ed2go.com/mxcc

► Over 350 2-month courses offered every month.
► Available 24/7.
► Most courses are $130.
► 8 Start Dates: Wednesdays, May 15, June 19, July 17, August 21, September 17, October 15, November 19, December 17.
► Go directly to: www.ed2go.com/mxcc

MxCC partners with EducationToGo, one of the foremost online course providers in the world. All courses are instructor-facilitated and taught by many nationally-known authors and professionals. Basic requirements for these online courses include (1) modern computer, (2) modern Windows, (3) Internet access with Microsoft Internet Explorer or Mozilla Firefox Web browser, and (4) Adobe Flash and PDF plug-ins (free downloads). Most computer courses also require the specific version of any software that is listed under “Requirements” in the online course description. Example: For Word 2010, you need that software or Microsoft Office 2010. Note: Mac users – check “Requirements” to see if the course is compatible before signing up. Generally, this only applies to computer courses.

Getting Started – 5 Easy Steps!

1. Visit our Online Instruction Center at www.ed2go.com/mxcc

2. Choose your course. On the left side, click on a general heading for a list or in the Search field at the top, enter a keyword like “Quickbooks” or “Grant Writing.” Once you find a course, click on its course title for more information – the Syllabus (course outline), Instructor Bio, Requirements (software, etc.), and Student Reviews. READ THE “REQUIREMENTS.” Check computer compatibility.

3. Once you’ve chosen a course, click “Enroll Now” and choose your “Start Date.” Then follow the step-by-step directions. Create your account OR sign in as a returning student. You’ll receive email verification.

4. On the Payment page, click “Purchase Later.” This will take you to a page of payment options. You must pay directly through our office, but not online. We can accept your payment by phone, mail, fax, or walk-in. Your payment must be received before your course start date.

5. When your course starts, return to the Online Instruction Center and click the Classroom link. To begin your studies, simply log in with your selected username and password.
CONTINUING EDUCATION

For more info about upcoming Continuing Education courses being offered at MxCC, visit www.mxcc.edu/ceinfo or call 860-343-5865.

NON–CREDIT COURSES ONLINE
Go to www.ed2go.com/mxcc

Areas of Online Courses

Computers
Computer Application and Technology
iPad and iPhone Programming
Creating Mobile Apps
Game Development
Basic Computer Literacy
Computer Applications
Graphic Design
Web Graphics & Multimedia
Web Page Design
Web & Computer Programming
Database Management & Programming
PC Troubleshooting, Networking, & Security
Certification Prep
Digital Photography & Digital Video

Careers, Business, and Organizations
Accounting
Grant Writing
Social Media in Business
Non-Profit Management
Start Your Own Business
Business Administration
Sales & Marketing
Law & Legal Careers
Health Care Continuing Education
Teaching & Classroom

Personal Development
Personal Enrichment
Languages
Writing & Publishing
Test Prep
Personal Finance & Wealth Building
Health Care, Nutrition, & Fitness
Child Care & Parenting
Art, History, Psychology, & Literature
Math, Philosophy, & Science
Upcoming Events at MxCC

For detailed information about these events and all the others coming up at MxCC, please visit mxcc.edu/events

Golf Tournament
Tuesday, May 27, 2014
Join us as we golf for scholarships! Find out more at mxcc.edu/event/golf-tournament.

Shakespeare on Campus: King Lear
July 17 - July 27
Artfarm once again presents Shakespeare in the Grove at MxCC this summer. This year’s performance is King Lear. Visit mxcc.edu/event/king-lear for more information.

Connecticut Ballet
Saturday, July 27, 2014
The CT Ballet will be returning to MxCC this summer. Find out more: mxcc.edu/event/ctballet2014

Red Moon Festival
Saturday, September 6, 2014
A celebration of all things made, grown, and created in Connecticut, the annual Red Moon Fest is an opportunity for our entire community to come together to celebrate treasures unique to our region… including our own community college. Learn more at mxcc.edu/event/red-moon-fest

Road Race
Saturday, October 25, 2014
For the last ten years, MxCC has hosted a road race at the end of October to raise money for scholarships and bring together the community. Get more info at mxcc.edu/event/roadrace2014