

MIDDLESEX COMMUNITY COLLEGE

SUMMER 2019

Credit and Continuing Education
Course Catalog



MXCC.EDU

What's Happening at MxCC This Summer

INFO SESSIONS

Learn about different careers and the programs we offer at MxCC:

Saturday, May 11: Business Programs, 10 a.m.-noon

Saturday, June 1: Social and Behavioral Science, Education, & Public Service, 10 a.m.-noon

Saturday, June 15: Humanities & Creative Arts, 10 a.m.-noon

MIDDLESEX MUSIC FESTIVAL

Friday, May 31-Sunday, June 2, 2019

Learn more about these and other events happening on campus at mxcc.edu/events.

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SUMMER CREDIT COURSES AT MxCC

Summertime doesn't mean you have to take a break from learning!

Middlesex Community College offers both credit and continuing education courses throughout the year, so you never have to stop learning!

Five Reasons to Take a Summer Course at MxCC

1. Get ahead on next semester's coursework (*see more about fall courses at MxCC on page 29*).
2. Catch up on the courses you need to graduate.
3. Complete the prerequisites necessary for your degree program.
4. Summer courses typically meet for a shorter period of time; between five and 10 weeks. Many are online!
5. Enjoy a high-quality, low-cost education.

***Take a summer course at MxCC
and transfer the credits
back to your college!***



mxcc.edu/summer

THIS SUMMER, TAKE A *CREDIT* COURSE IN...

| | | | |
|------------------------|---------------------------|--------------------------------|-----------------------|
| Accounting | Digital Arts | Human Services | Physics |
| Anthropology | Early Childhood Education | Italian | Political Science |
| Art | Earth Science | Management | Psychology |
| Biology | Economics | Manufacturing | Radiography |
| Business | English | Marketing | Sociology |
| Chemistry | Environmental Science | Mathematics | Spanish |
| Communication & Speech | Forensic Science | Medical Assisting | Veterinary Technology |
| Computer Science | Health Information | Music | |
| Computer Technology | Management | Ophthalmic Design & Dispensing | |
| Criminal Justice | History | Philosophy | |

See a full listing of courses at my.commnet.edu

Choose from four summer sessions:

Session I (5 weeks): Sunday, June 2 to Sunday, July 7

Session II (5 weeks): Sunday, July 7 to Sunday, August 11

Session III (7 weeks): Monday, June 17 to Monday, August 5

Session IV (10 weeks) Internships Only: Monday, June 3 to Monday, August 12

**or check out our *CONTINUING EDUCATION*
(non-credit) offerings starting on page 4.**

SUMMER CONTINUING EDUCATION COURSES AT MxCC

CONTINUING EDUCATION STAFF

Office: 860-343-5713

Diane Bordonaro, M.S.N., R.N., Director of Non-Credit Programs dbordonaro@mxcc.edu

Jennifer Mueller, Continuing Education Assistant and CT Pathways Program Coordinator jmueller@mxcc.edu

Evelyn Garcia, M.Ed., Enrollment Services egarcia@mxcc.edu



Many MxCC continuing education programs qualify for funding assistance



Look for this symbol next to each eligible program. See page 14 for more information about funding resources.



**VETERINARY ASSISTANT
EMERGENCY AND SPECIALTY
CENTER INTERNSHIP**

page 8

FREE Information Sessions to explore credit-free programs

Learn more about our certificate programs

Information sessions are held every Thursday from 4–4:30 p.m. in Snow Hall, room 507. The topics will include: Veterinary Assistant, Pharmacy Technician, Certified Nurse Aide (CNA), Patient Care Technician, Phlebotomy Technician, and more!

MxCC has more non-credit programs during the FALL semester.

**Check our website www.mxcc.edu/ceinfo
for the fall schedule.**

Health Careers

Human Services Assistant
Patient Care Technician (PCT)
Pharmacy Technician
Veterinary Assistant

Business Careers and Trade Careers

Medical Billing and Coding for the Medical Office
Natural Gas Field Technician

Safety and Security

Saturday Criminal Justice Academy

HEALTH CAREERS

CERTIFIED NURSE AIDE (CNA)



(WIOA, SNAP, HCAP funding eligible. VA Benefits approved. See info about these programs on page 14.)

Certified Nurse Aides play vital roles in healthcare delivery by providing routine patient care. Working under the supervision of a nurse, CNAs report important patient information including temperature, pulse, and blood pressure. 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 nursing procedures essential to meet the needs of patients under your care. This program is approved by the state Department of Public Health.

Note: Convicted felons may have difficulty finding employment in the healthcare industry.

PREREQUISITES: 1) High school diploma or GED. 2) English language competency. An ESL evaluation is strongly recommended. To schedule your evaluation, please call the Academic Success Center at 860-343-5770 to make an appointment to take the CNA ESL test at no charge. 3) Health Form signed by your physician including immunization information, PPD test for Tuberculosis. 4) Must be at least 18 years of age with valid identification. 5) Artificial nails are not permitted. 6) A criminal background check may be required. Students who have a record of felonies or multiple misdemeanors may be denied access to clinical training sites.

SUPPLIES: 1) Navy blue nursing uniform or scrubs and white shoes. 2) A watch with a sweep second hand. 3) Gait belt (available in the MxCC bookstore).

COST: \$1,199 (includes text, state of CT Certification exam fee, and CT Nurse Aide Registry application fee)

Payment plan available.



1) DAYTIME PROGRAM – MIDDLETOWN

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|----------------|---------|------------------------------|------|-------------------|----------|------------|
| 2122 | Middletown Day | \$1,199 | 6/12-7/26 No Class 7/5, 7/24 | W, F | 9 a.m.-12:30 p.m. | Snow 507 | Witkovic |

Choose from these two sections for your labs and clinicals

| | | | | | | | |
|------|--------------------|---|------------------------|----------|---------------|----------------|--------|
| 2123 | Lab Section I | - | 6/17, 6/20, 6/24 | M, Th, M | 9 a.m.-2 p.m. | Snow 514 | Cowen |
| 2123 | Clinical Section I | - | 6/25-7/23 No Class 7/4 | T, Th | 8 a.m.-2 p.m. | Wadsworth Glen | Cowen |
| 2124 | Lab Section 2 | - | 6/13, 6/18, 6/25 | Th, T, T | 9 a.m.-2 p.m. | Snow 514 | Jordan |
| 2124 | Clinical Section 2 | - | 6/27-7/25 No Class 7/4 | T, Th | 8 a.m.-2 p.m. | Apple Rehab | Jordan |

2) EVENING PROGRAM – MIDDLETOWN/ESSEX

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|--------------------|---------|----------|------|-------------|----------|------------|
| 2125 | Middletown Evening | \$1,199 | 7/8-8/14 | M, W | 4-7:30 p.m. | Snow 509 | Coleman |

Choose from these two sections for your labs and clinicals

| | | | | | | | |
|------|--------------------|---|-----------------|----------|-----------|----------------|-----------|
| 2126 | Lab Section I | - | 7/9, 7/11, 7/16 | T, Th, T | 4-9 p.m. | Essex Meadows | McConnell |
| 2126 | Clinical Section I | - | 7/18-8/13 | T, Th | 4-10 p.m. | Essex Meadows | McConnell |
| 2127 | Lab Section 2 | - | 7/9, 7/11, 7/16 | T, Th, T | 4-9 p.m. | Snow 514 | Nelson |
| 2127 | Clinical Section 2 | - | 7/18-8/13 | T, Th | 4-10 p.m. | Wadsworth Glen | Nelson |

CERTIFIED NURSE AIDE (CNA) HYBRID **ACCELERATED!** ONLINE CLASSES WITH ON GROUND CLINICAL TRAINING

Our new CNA Hybrid Online program provides an option for students who wish to take advantage of distance learning. This program is offered in a hybrid format and includes online modules with in-person clinical learning. Students complete modules of nursing theory that cover the same material as the in-class CNA course. Students also complete skills training in the nursing lab and clinical training at a local nursing facility. CNA online classes are supported by the Blackboard Learn course management system.

This program is approved by the state Department of Public Health. Note: Convicted felons may have difficulty finding employment in the healthcare industry. Is online learning suitable for you? Are you ready for learning online? Are you prepared for online learning? Students enrolling in the CNA Online program should determine if distance learning is an option for them. To screen yourself, please visit the distance learning webpage and take a SmarterMeasure test at mxcc.edu/distance/take-a-smartermeasure-test.

PREREQUISITES: 1) High school diploma or GED. 2) English language competency. ESL evaluation is strongly recommended. To schedule your evaluation, please call the Academic Success Center at 860-343-5770 and ask for an appointment to take the CNA ESL test at no charge. 3) Health form signed by your physician including immunization information, PPD test for Tuberculosis, and seasonal flu vaccine. 4) Must be at least 18 years of age with valid identification. 5) Artificial nails not permitted. 6) A criminal background check may be required. Students who have a record of felonies or multiple misdemeanors may be denied access to clinical training sites.

SUPPLIES: 1) Navy blue nursing uniform or scrubs and white shoes. 2) A watch with a sweep second hand. 3) Gait belt (available in the MxCC bookstore).

COST: \$1,199 (includes state of CT Certification exam fee, and CT Nurse Aide Registry application fee) Textbook is not included.

3) HYBRID PROGRAM –ONLINE/MIDDLETOWN/ESSEX

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|----------------------------|-----------------------------|------------------|-------------|-----------------|---------------|------------|
| 2119 | Online Hybrid | \$1,199 (text not included) | 6/9-7/3 | Online | Online | Online | Clark |
| 2119 | Written exam | | 7/8 | M | 9-11 a.m. | TBA | Clark |
| 2120 | Day Lab Section 1 | | 6/11, 6/12, 6/14 | T, W, F | 12:15-5:15 p.m. | Snow 514 | Nelson |
| 2120 | Day Clinical Section 1 | | 6/18-6/28 | T, W, Th, F | 8 a.m-2 p.m. | Aaron Manor | Nelson |
| 2121 | Evening Lab Section 2 | | 6/11, 6/12, 6/13 | T, W, Th | 4-9 p.m. | Essex Meadows | McConnell |
| 2121 | Evening Clinical Section 2 | | 6/18-6/28 | T, W, Th, F | 4-10 p.m. | Essex Meadows | McConnell |

EMERGENCY MEDICAL TECHNICIAN (EMT) **ACCELERATED!**

 (WIOA, HCAP eligible. VA Benefits approved. See info about these programs on page 14.)

The Emergency Medical Technician (EMT) program is designed for anyone who is interested in learning more about the emergency response system and caring for patients in the back of an ambulance en route to the hospital. Students gain the basic knowledge and skills necessary to provide patient care and transportation to sick and injured patients.

Topics include patient assessment, cardiac arrest management, airway management, patient immobilization, diabetic emergencies, strokes, and seizures.

Students meet for lectures and skills training on campus and also complete a mandatory observation at the Middlesex Health Emergency Department.

This course is offered in cooperation with Middlesex Health, Office of Emergency Medical Services, and the CT Department of Public Health. The curriculum prepares students to take the exams to become nationally registered and state-certified at the basic Emergency Medical Technician level. This program is open to students age 16 and older.

Payment plan available.



Emergency Medical Technician (EMT) – Accelerated!

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|-------------------|-------|-------------------------|----------|----------------|-------------|------------|
| 2129 | EMT Evening Class | \$999 | 5/28-8/15; No class 7/4 | T, W, Th | 5:30-9:30 p.m. | Chapman 605 | Davis |
| 2130 | EMT Day Class | \$999 | 6/25-8/15; No class 7/4 | T, W, Th | 9 a.m.-3 p.m. | Chapman 605 | Davis |

Students who become state-certified EMTs are eligible to receive college credit through Charter Oak State College!

For more info about upcoming CE courses offered at MxCC, visit mxcc.edu/ce or call 860-343-5782.

CONNECTICUT AND NATIONAL REGISTRY OF EMERGENCY MEDICAL TECHNICIANS (NREMT) PRACTICAL TESTING

Middlesex Community College is an authorized testing site for Connecticut and NREMT psychomotor (practical) examinations. Testing is held on selected Sundays throughout the year under the direction of the Connecticut Office of Emergency Medical Services. Candidates testing in a practical examination must have completed a Connecticut OEMS-approved Emergency Medical Technician course within two years of their exam date, have an expired Connecticut or NREMT certification reinstated, or are completing the examination for endorsement as an EMT.

TESTING FEES: Initial exam or full retake (6 stations) \$120 • Retesting (2 or 3 stations) \$80

REGISTRATION: To register go to www.firstapproach.org. There are no in-person registrations at the college or on the day of the exam. Registration is on a first-come, first-served basis, with no waiting list. No registration transfers are allowed, so please choose your testing date carefully.

PAYMENT: Credit card (only) is due at time of online registration. Payment is nonrefundable. In the event that an exam is cancelled (inclement weather, catastrophic event, or lack of candidates), your registration will be transferred to the next available testing date. If an exam is cancelled, you will be notified via email. If you register for a date, you own it. No refunds for any reason. We cannot replace you with anyone else per OEMS. When you register for an exam, you agree to all the terms of this exam.

EXAM DAY CHECK-IN AND ADDRESS: Doors open for check-in at 7:20 a.m. Testing begins promptly at 8 a.m.
Middlesex Community College, Snow Hall, Room 413, 100 Training Hill Road, Middletown, CT 06457

CT and National Registry of Emergency Medical Technicians (NREMT) Practical Testing

| COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|----------------------|---------------------------------|-------|------|------------------|----------|---------------|
| CT & NREMT Testing 1 | Initial Exam \$120; Retest \$80 | 6/16 | Sun | 9 a.m.-1:30 p.m. | Snow 413 | Michael Davis |
| CT & NREMT Testing 1 | Initial Exam \$120; Retest \$80 | 7/21 | Sun | 9 a.m.-1:30 p.m. | Snow 413 | Michael Davis |
| CT & NREMT Testing 2 | Initial Exam \$120; Retest \$80 | 8/18 | Sun | 9 a.m.-1:30 p.m. | Snow 413 | Michael Davis |

EMT AND EMR REFRESHER AND RECERTIFICATION

One-Day, On-Campus Skills Session Following Online Coursework



This program allows busy Emergency Medical Technicians (EMT) and Emergency Medical Responders (EMR) to balance their DPH-required recertification training with work and family schedules. Students must complete 22 hours of online coursework and attend a one-day class session. All coursework must be submitted online prior to the class date. Students then attend a one-day skills session followed by state-proctored written exam. Class consists of practical work and exam review. The state Department of Public Health recertification exam is offered at the end of class day.

COURSE TOPICS INCLUDE: CPR/defibrillation, safety/well-being, BSI/ infection control, medical/legal issues, airway, adjuncts and oxygen, patient assessment for medical and behavioral emergencies, trauma, obstetrics and gynecology, infants and children, and traumatic brain injury.

EMT and EMR Refresher and Recertification

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|-------------------|-------|-------|------|---------------|-------------|------------|
| 1428 | EMT/EMR Refresher | \$299 | 5/18 | S | 8 a.m.–4 p.m. | Chapman 605 | Davis |
| 2131 | EMT/EMR Refresher | \$299 | 7/20 | S | 8 a.m.–4 p.m. | Chapman 605 | Davis |

For more info about upcoming CE courses offered at MxCC, visit mxcc.edu/ce or call 860-343-5782.

CERTIFIED PERSONAL TRAINER

 (WIOA, HCAP eligible. VA Benefits approved. See info about these programs on page 14.)

*Certified Personal Trainer course with test voucher included.
The W.I.T.S. Certified Personal Trainer is NCCA accredited.*

Get all the important information needed to start an exciting and successful career as a Certified Personal Trainer. Employers of all sizes have partnered with W.I.T.S. to come and meet you during our classes. The personal trainer course is a great way to prepare for the on-campus national exam and live your dream of becoming a successful personal trainer in a field you love. This challenging course is for candidates who want LIVE instruction with in-depth, hands-on practical labs to master the career skills and knowledge. Experienced teachers share the do's and don'ts in working with clients. The course consists of 15 hours of lecture on key topics such as biomechanics, exercise physiology, fitness testing, equipment usage, and health assessments. The course features 15 hours of hands-on practical training labs. Students role-play with assessing clients, programming, performing proper exercises, presentation skills, and more. Reading a book and testing does not get it done in the real world. Register today to join one of the hottest growing professions in North America. Register for CPR, too. CPR certification is required to become a Certified Personal Trainer.



Personal Trainer

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|------------------|-------|------------------------|------|----------------|----------------------|------------|
| 2134 | Personal Trainer | \$735 | 6/1-7/13; No class 7/6 | S | 9 a.m.-4 p.m.. | Snow 506 & Mid. YMCA | W.I.T.S. |
| 2128 | CPR | \$75 | 7/10 | W | 9:30 a.m.-noon | Snow 509 | Satagaj |

CERTIFIED PERSONAL TRAINER HYBRID/ONLINE **NEW!**

This course is half online and half onsite at a fitness center.

A great NEW addition to our offering is the Hybrid CPT option. The hybrid version has all of the dynamic lectures online with incredible experienced mentors/teachers working with you every step of the way. As a bonus, the practical labs are still offered LIVE so you can master the skills. Do the lecture work online when you are available. Then join the LIVE class practical labs each week at their designated day and time. Register for CPR, too. CPR certification is required to become a Certified Personal Trainer.

You can start to work right after passing the CPT exams. You must be 18 years of age and have proof of CPR/AED to obtain the Level 1 Certified Personal Trainer. As a special bonus, take advantage of the 30-hour employer internship to get the advanced Level 2 Certified Personal Trainer credential at no additional cost.



Certified Personal Trainer Hybrid/Online

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|-------------|-------|-----------|------|---------------------|---------------------------|------------|
| 2135 | PT (Hybrid) | \$735 | 6/15-7/14 | S | Online and 1-4 p.m. | Middlesex YMCA | WITS |
| 2135 | PT Exam | - | 7/27 | S | 9 a.m.-4 p.m. | Snow 521 & Middlesex YMCA | WITS |
| 2128 | CPR | \$75 | 7/10 | W | 9:30 a.m.-noon | Snow 509 | Satagaj |

PHLEBOTOMY TECHNICIAN



(WIOA, HCAP, SNAP eligible. VA Benefits approved. See info about these programs on page 14.)

Are you seeking a new career in the high-demand healthcare field? Do you enjoy working with people and work well under pressure? A career as a phlebotomy technician may be right for you. Phlebotomy technicians are valuable members of the healthcare team who collect and prepare lab specimens for analysis. In this course, you learn about phlebotomy procedures and practice blood draw techniques. This is a 120-hour program that includes classroom learning and simulation labs that cover medical terminology, anatomy and physiology, venipuncture, specimen collection procedures, safety and universal precautions, common laboratory tests with clinical significance to body systems and disease processes, and laboratory equipment.

Following the program, students complete an internship at Middlesex Health Outpatient Laboratories. Weekday internships are scheduled by the instructor. Scheduling requests can be made, but are not guaranteed. Students must have transportation to clinical sites.

This program has been recognized by the American Medical Technologists, a premier national certification agency. Upon completion of the program, students are eligible for national certification through American Medical Technologists.

PREREQUISITES: 1) Must be 18 years old. 2) High school diploma or GED. 3) Health form complete with immunizations and two-step TST. 4) Personal medical insurance. 5) Clean criminal background. A criminal background check may be performed. Students who have a criminal record are denied access to clinical internship sites.

SUPPLIES: 1) Navy blue scrubs. 2) A textbook is required for this course and can be purchased for approximately \$65 at the MxCC bookstore. Please bring the CRN and course title to the bookstore when purchasing.

Payment plan available.

Phlebotomy Technician

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|-----------------------|---------|-----------------------------|----------|-------------|--------------|------------|
| 2132 | Phlebotomy Technician | \$1,899 | 5/28-8/1; No class 7/4, 7/6 | T, Th, S | 8 a.m.-noon | Snow 507/514 | Donovan |

VETERINARY ASSISTANT EMERGENCY AND SPECIALTY CENTER INTERNSHIP

Offered at Pieper Memorial Emergency and Specialty Center

Are you looking to advance your career in veterinary assisting, strengthen your clinical skills, or build your resume? In this internship, students become involved in the care of animals requiring advanced veterinary services. Students spend 30 hours working alongside the veterinary team in an acute care center that provides emergency care and advanced specialty services including surgery, neurology, internal medicine, oncology, diagnostic imaging, dentistry, and physical therapy. Each student who successfully completes the course earns a college certificate.

Due to the limited availability of these individual internships, students must apply for this course. The application can be found on the college website at mxcc.edu/ce.

Internships are scheduled individually on a rolling basis. There is no closing date or due date for the applications.

PREREQUISITE: Veterinary Assistant Certificate



Veterinary Assistant Emergency and Specialty Center Internship

| CRN | COURSE | COST | DATES | DAYS & TIMES | LOCATION | INSTRUCTOR |
|------|----------------|------|------------------------------|------------------------------|-----------------|-------------|
| 2137 | Vet Internship | \$99 | As scheduled with instructor | As scheduled with instructor | Pieper Memorial | Lavoie/Otte |

For more info about upcoming CE courses offered at MxCC, visit mxcc.edu/ce or call 860-343-5782.

MEDIA CAREERS

INTRODUCTION TO PROFESSIONAL AUDIO AND MUSIC PRODUCTION

Would you like to explore professional audio and music production? This introductory course explores the professional music production process including preproduction, recording, mixing, and processing using MxCC's state-of-the-art equipment. Students observe first-hand how a professional audio engineer records and mixes music. Students are exposed to all aspects of the recording process including use of microphones, acoustics, engineering, monitoring, mixing, and effects processing. Learn from a professional audio engineer and musician with over 30 years of experience.



Introduction to Professional Audio and Music Production

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|------------------------------------|-------|-----------|----------|----------|--------------------------|------------|
| 2136 | Intro to Prof. Audio & Music Prod. | \$449 | 7/16-7/25 | T, W, Th | 1-5 p.m. | Chapman 612/Music Studio | Bergeron |

WHOOPS!

We cancelled your program because we didn't know you planned on attending.

Register Early!

PERSONAL DEVELOPMENT

BEGINNING DIGITAL PHOTOGRAPHY

Are you taking photos with a digital camera, but not getting the kind of images you want? This course teaches you how to move away from the automatic mode of photography to modes that give you total control over your camera. All basic photography concepts are discussed in depth along with camera controls. The class includes practice, discussion, and critique of photographic composition.

Beginning Digital Photography

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|-------------------------------|------|-----------------|------|----------|-------------|------------|
| 2138 | Beginning Digital Photography | \$99 | 6/3, 6/10, 6/17 | M | 6-9 p.m. | Chapman 605 | Glass |

TAKE GREAT PHOTOS WITH YOUR SMARTPHONE

The quality of smartphone cameras is improving rapidly. Their capabilities extend far beyond taking selfies. This class is for students specifically interested in producing first-rate images with their smartphones. Move away from auto mode and take control of the camera. Learn about the best camera apps. How to take selfies will not be covered.



Take Great Photos With Your Smartphone

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|-----------------------------------|------|-------|------|----------|-------------|------------|
| 2139 | Take Great Photos With Smartphone | \$39 | 7/1 | M | 6-9 p.m. | Chapman 605 | Glass |

ENGLISH FAST-TRACK WORKSHOP

This non-credit, fast-track workshop is designed to help students refresh their skills in essay writing, grammar, and reading comprehension. The workshop will be particularly beneficial for students placing at the intensive level but is open to all students. At the end of the workshop, students may retake a placement test to see if they can progress to a course that is College Level or College Level with Embedded Support.

English Fast-Track Workshop

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|-----------------------------|------|-----------|----------------|----------------------|----------|------------|
| 2157 | English Fast-Track Workshop | FREE | 5/20-5/29 | M, T, W, Th | 5:30-8:30 p.m. | Snow 419 | Cerino |
| 2158 | English Fast-Track Workshop | FREE | 6/3-6/20 | M, T, W, Th | 9:30-11:30 a.m. | Snow 419 | DeToro |
| 2159 | English Fast-Track Workshop | FREE | 6/24-7/3 | M, T, W, Th | 5:30-8:30 p.m. | Snow 419 | Pyatt |
| 2160 | English Fast-Track Workshop | FREE | 7/15-7/30 | M, T, W, Th, F | 9:30-11:30 a.m. | Snow 419 | Manfull |
| 2161 | English Fast-Track Workshop | FREE | 7/31-8/13 | M, T, W, Th | 5:30-8:30 p.m. | Snow 419 | Pyatt |
| 2162 | English Fast-Track Workshop | FREE | 8/5 -8/14 | M, T, W, Th, F | 9:30 a.m.-12:30 p.m. | Snow 419 | DeToro |

MATH FAST-TRACK WORKSHOP

This non-credit workshop is designed to help students refresh their skills in arithmetic and elementary algebra concepts. The workshop is targeted to benefit students who placed at the developmental levels (MAT*085 & MAT*095). At the end of the workshop, students may retake the placement test to see if they can progress to a course that is College Level or College Level with Embedded Support.

Math Fast-Track Workshops

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|--------------------------|------|-------------|----------------|-------------|--------------|------------|
| 2144 | Math Fast-Track Workshop | FREE | 06/17-06/28 | M, T, W, Th, F | 9 a.m.-noon | Snow 406 | Riordan |
| 2145 | Math Fast-Track Workshop | FREE | 07/08-07/19 | M, T, W, Th, F | 9 a.m.-noon | Wheaton 305A | Riordan |
| 2146 | Math Fast-Track Workshop | FREE | 07/15-07/30 | M, T, W, TH | 5-8 p.m. | Snow 406 | Staff |
| 2147 | Math Fast-Track Workshop | FREE | 07/22-08/02 | M, T, W, Th, F | 9 a.m.-noon | Snow 406 | Riordan |
| 2148 | Math Fast-Track Workshop | FREE | 08/05-08/20 | M, T, W, Th | 5-8 p.m. | Snow 406 | Staff |
| 2149 | Math Fast-Track Workshop | FREE | 08/05-08/16 | M, T, W, Th, F | 9 a.m.-noon | Wheaton 305A | Staff |

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 (AED) are covered. This is an excellent course for parents, coaches, and teachers. Successful completion of this course results in a two-year American Heart Association certification.

Heartsaver Adult/Child CPR Certification

| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
|------|---------------------|------|-------|------|----------------|----------|--------------|
| 2128 | CPR Daytime Program | \$75 | 7/10 | W | 9:30 a.m.-noon | Snow 509 | CPR and More |

Students who need Basic Life Support Certification (BLS) should call the Director of Non-Credit Programs at 860-343-5716.

Coming Soon!



CT SAFE BOATING COURSE

Earn Your Boating Safety Certificate

June 2019

Visit mxcc.edu/ce/courses for more info.

SAFETY AND SECURITY



CONNECTICUT SECURITY OFFICER *NO ADDITIONAL FEES!*

Security officer positions are available in many businesses such as security agencies, retail, hospitals, banks, housing complexes, and construction sites. Connecticut General Statute #29-161(q) mandates that all state of Connecticut security officers complete an eight-hour training course for certification. Successful completion of this daylong course fulfills the requirement. You learn essential information required for security from an instructor approved to teach this course by the commissioner of the Department of Public Safety. The course covers an overview of private security, public safety issues, search and seizure, use of force, basic criminal justice, and basic first aid. Participants are required to complete a written exam at the end of the course and achieve a passing grade of 75 percent. Upon successful completion, students apply for a Security Office Identification Card from the state of Connecticut at no additional cost. This procedure is covered in class. Please bring a lunch to class.

NOTE: Must be 18 years old. Students who have a criminal background are not eligible for state of Connecticut Security Officer Certification.

| Connecticut Security Officer | | | | | | | |
|------------------------------|-----------------------------------|-------|-------|------|---------------------|----------|------------|
| CRN | COURSE | COST | DATES | DAYS | TIMES | LOCATION | INSTRUCTOR |
| 2133 | CT Security Officer Certification | \$350 | 6/8 | S | 8:30 a.m.-4:30 p.m. | Snow 509 | Siena |

ONLINE COURSES

EDUCATIONTOGO ONLINE COURSES

- Over 350 two-month courses are offered every month, beginning on the third or second Wednesday of the month.
- Available 24/7
- Four start dates: May 15, June 12, July 17, and August 14
- Go directly to: <http://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 descriptions.

Getting Started – 5 Easy Steps!

1. Visit the Online Instruction Center at <http://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. Click on Purchase Now and pay using a credit card. We can also 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.

Frequently Asked Questions (FAQs) About Credit-Free EdToGo Online Courses

Who takes online courses?

Anyone looking for short-term, practical-skills training. Certification courses are offered as well as professional continuing education for healthcare practitioners and teachers. Online courses are a great alternative for those who cannot take classroom courses, have transportation issues, or have limited accessibility. No pre-tests, age minimums, or other qualifications are required. ALL coursework and participation is online.

How long is a course?

Most courses last about two months. A typical course has 12 two-hour modules of which two are released each week for six weeks. Two additional weeks are available to complete an optional final proficiency exam or to complete delayed work. Some technical preparation and healthcare certificate programs may be longer than two months.

When can I access my course online?

Once the course starts each month (every second or third Wednesday), you can access the course 24 hours a day and 7 days a week from any computer that fits basic requirements. You have up to eight weeks to complete your course and you can apply for a 10-day extension if an emergency arises.

What support is available for a student?

Each module is set up to be self-guided. The format of each lesson makes it easy to follow and understand. Each of the 12 modules has its own "Discussion Board" where students can post questions and comments and get answers. There is often an "FAQ" page. The instructor is active in responding to questions and monitoring the Discussion Boards.

How do I get the most out of each course?

We recommend you take all 12 modules, do all of the recommended activities, read any supplemental materials, complete the self-quiz at the end of each module, and complete the final proficiency exam. Each module takes approximately two hours to complete depending on the student. Often additional resources or links are listed in case a student wishes to explore the topic in greater detail.

Can I receive credit for these courses?

No, all of these courses are credit-free.

Will I receive a certificate upon course completion?

Yes, if you successfully complete the course by achieving a 65% or better score on the final proficiency exam, you will be able to download a certificate. If you would like an MxCC Certificate of Completion, please call 860-343-5865 once you have passed the course.

Can I earn C.E.U.s?

2.4 C.E.U.s or Continuing Education Units for 24 hours of class time will be awarded upon written request to MxCC's Continuing Education Office. In addition to passing the final proficiency exam, you must also have passed all of the module's self-quizzes. There are accredited certificate programs for nurses and other healthcare professionals. K-12 teaching professionals may earn professional units by completing specific online courses.

EducationToGo Online Course Subjects

ACCOUNTING AND FINANCE
BUSINESS
COLLEGE READINESS
COMPUTER APPLICATIONS
DESIGN AND COMPOSITION
HEALTHCARE AND MEDICAL
LANGUAGE AND ARTS
LAW AND LEGAL
PERSONAL DEVELOPMENT
TEACHING AND EDUCATION
TECHNOLOGY
WRITING AND PUBLISHING



Non-Credit Registration Information

QUESTIONS? CALL THE CONTINUING EDUCATION OFFICE AT 860-343-5713.

Five Ways To Enroll In Non-Credit Courses

ENROLL NOW to guarantee your seat in the course!

1. **Mail** – Non-credit application, registration form and check or credit card payment.
2. **Email** – Non-credit application and registration form with credit card payment to jmueller@mxcc.edu
3. **Fax** – Non-credit application, registration form and credit card information to 860-344-7488.
4. **Walk-In** – Enrollment Services Office hours are 8 a.m.–4:30 p.m., Monday–Friday
5. **Phone** – 860-343-5713. Registration with credit card only. See office hours above.

VISA, MasterCard, and Discover accepted.

All registration forms available for download at mxcc.edu/ce.

Registration Deadlines: For most courses, Wednesday of the week before a course starts. Please enroll as soon as possible to make sure your seat is guaranteed and to lessen the chance of a course being cancelled.

Confirmation Letters: Students are mailed a confirmation letter of payment and a course schedule.

Refunds: Refund requests must be made to the Continuing Education Office in writing. No refunds are granted for requests less than 3 working days before a course start date. Refunds are issued approximately one month after request or course cancellation.

Course Cancellations by College: MxCC reserves the right to cancel a course due to insufficient enrollment or emergency.

Frequently Asked Questions (FAQs) About Continuing Education Courses

Do I need to pay for the course when I register?

Yes, payment must be made at the time of application. Payment plans are available.

Do I need to submit a \$20 application fee for any non-credit course?

No, there is no application fee for non-credit courses.

Do you offer payment plans?

Yes, payment plans are available for most non-credit programs.

Can I register online for non-credit courses?

No, currently our non-credit program online registration site is under revision.

Do I need to submit proof of immunization (MMR) for these courses?

No, MMR (mumps, measles, rubella) documents are not required. However, students attending clinical classes must submit a non-credit health form.

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.)

Are refunds available?

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

What happens if my course gets cancelled?

Students will be notified by telephone approximately two to three business days prior to the scheduled start date. Refund checks are mailed to the current address on file.

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 = .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.

CONTINUING EDUCATION FUNDING OPTIONS

Need help finding funding for your education?

Health Careers Advancement Project (HCAP)

Turn your dream of a career into a reality

You could be eligible for FREE training in the healthcare field through the Health Careers Advancement Program (HCAP). Eligibility based on employment and income guidelines.

Choose from any of these programs:

- Certified Nurse Aide (CNA)
- Human Services Assistant
- Patient Care Technician (PCT)
- Personal Trainer
- Pharmacy Technician
- Phlebotomy Technician

For more information on HCAP funding, contact either Omayra Vega at 203-624-1493 ext. 216, ovega@workforcealliance.biz or TaMesha Greene 203-238-3688 ext. 307, or tgreene@workforcealliance.biz.

WIOA Funding

Are you unemployed?

You may be eligible for funding for several training programs if you meet certain income requirements. Most Middlesex Community College career programs are eligible for WIOA funding. Contact the American Job Center at 87 West Main St., Meriden or call 203-238-3688 right away.

Veterans Administration (VA) Education Benefits

Veterans Administration (VA) education benefits may be applied to non-credit workforce training programs. A veteran of the armed forces who is interested in enrolling in a non-credit program should contact the College Veterans Administration representative to discuss eligibility requirements and the application process.

MxCC Veterans Administration Representative Contact Information: Cynthia Valencia at cvalencia@mxcc.edu or 860-343-5720.

CT Pathways (SNAP Employment and Training)

The Supplemental Nutrition Assistance Program (SNAP), formerly food stamps, is a nutrition program that helps low-income individuals and families buy food and stay healthy. Recipients of SNAP benefits may be eligible for the CT Pathways program.

The CT Pathways (SNAP Employment and Training) program prepares and assists clients by offering vocational training, career activities, case management, and support services. This program assists students who are interested in career training for the following courses:

- Certified Nurse Aide
- Patient Care Technician
- Pharmacy Technician
- Phlebotomy Technician
- Veterinary Assistant Certification

To be eligible, students must receive SNAP benefits throughout the entire course, have a high school diploma or GED, be a United States citizen, have a clean criminal record (for most courses), and must not receive TFA (cash) assistance from CT DSS. For more information about enrolling in a course under this program, contact Jennifer Mueller at jmueller@mxcc.edu.

INFORMATION SESSIONS ON CT PATHWAYS PROGRAM

CT Pathways Information Sessions are held every Monday from 3–3:30 p.m. in Snow Hall room 507. No registration is necessary.

Come learn how to enroll in career classes for the Summer and Fall 2019 semesters!

FALL COURSES AT MxCC

Ready to go back to school?

Want to make a career change?

Hoping to enrich your life by learning something new?

No matter what your reason, Middlesex Community College has something for you. Take a class or enroll in a degree or certificate program.

With over 70 credit and continuing education programs to choose from, we welcome you to become a part of the MxCC community!

MxCC Programs by Area of Study

ALLIED HEALTH

- *Certified Nurse Aide (CNA)
- *Certified Nurse Aide (CNA) Online/Hybrid
- Computed Tomography Post-Primary Certification
- *Emergency Medical Technician (EMT)
- EMT/EMR Refresher & Recertification
- Health Career Pathways
- Health Information Management Certificate
- Health Information Management Degree
- *Heartsaver Adult/Child CPR Certification
- Mammography Post-Primary Certification
- *NREMT Practical Testing
- Nutrition & Dietetics (Advising Pathway)
- Ophthalmic Design & Dispensing Degree

Ophthalmic Medical Assisting Certificate

*Patient Care Technician (PCT)

*Personal Trainer

*Personal Trainer Orientation

*Pharmacy Technician

*Phlebotomy Technician

Pre-Allied Health/Transfer Requirements

Radiologic Technology Degree

*Veterinary Assistant

*Veterinary Assistant Emergency &

Specialty Center Internship

Veterinary Technology Degree

**Indicates Continuing Education
(non-credit) program*

ARTS & MEDIA

- Art Studies Degree
- Audio & Music Production Certificate
- Broadcast Communications Certificate
- Communication Studies Degree
- Corporate Media Production Certificate
- Digital Marketing Certificate
- Digital Media Production Degree
- Film & Video Production Certificate
- Fine Arts Degree
- Multimedia Design Certificate
- News & Sports Production Certificate
- Web Design & Development Certificate

BUSINESS

Accounting Degree
Accounting Assistant Certificate
Accounting Technician Certificate
Business Administration Degree
*Business Partnership Training
Business Skills Certificate
Business Studies Degree
Entrepreneurship Certificate
*Medical Office Billing & Coding Certificate
*Real Estate Principles & Practices

COLLEGE-WIDE

*College Success Workshops
General Studies Degree
Liberal Arts & Sciences Degree

HUMANITIES

*English Fast-Track Workshop
English Studies Degree
*ESL for Healthcare Professionals
*ESL Transition to English
French Studies Degree
Italian Studies Degree
Spanish Studies Degree
Theatre Studies Degree

SOCIAL SCIENCES

Child Development Assoc. (CDA)
Credential
*Connecticut Security Officer
Criminal Justice Degree
Criminology Studies Degree
Early Childhood Education Certificate
Early Childhood Education Degree
Early Childhood Education Teacher
Credential Studies Degree
History Studies Degree
*Human Services Assistant
Human Services Degree
Political Science Studies Degree
Psychology Studies Degree
*Saturday Criminal Justice Academy
Social Work Studies Degree
Sociology Studies Degree
Therapeutic Recreation Certificate

**Indicates Continuing Education
(non-credit) program*

STEM (Science, Technology, Engineering, & Mathematics)

Biology Studies Degree
Biotechnology Certificate
Biotechnology Degree
Chemistry Studies Degree
Communications Networking Certificate
Computer Engineering Technology Degree
Computer Information Technology Degree
Computer Science Studies Degree
Engineering Science Degree
Environmental Science Degree
Help Desk Technician Certificate
Management Information Systems Degree
Manufacturing Engineering Technology
Degree
Manufacturing Machine Technology
Certificate
Manufacturing Machine Technology
Degree
Mathematics Studies Degree
*Math Fast-Track Workshop
*Natural Gas Field Technician Certificate
Physics Studies Degree
Software Developer Certificate
Technology Studies Degree

FEATURED PROGRAM: **NATURAL GAS FIELD TECHNICIAN CERTIFICATE**

The natural gas industry is experiencing tremendous growth in meeting and serving the energy demands of homeowners, businesses, and municipalities across Connecticut. Expanding access to natural gas and accelerated replacement programs have driven a higher demand for skilled resources to construct, maintain, and service the natural gas infrastructure.

Middlesex Community College partners with Eversource Energy to deliver a program specifically designed to help develop the future workforce needed in this growing field.

Experienced natural gas industry instructors will teach classes at the new state-of-the-art Eversource training center located nearby Berlin, Conn. In the semester-long program, students develop the fundamental skills required to safely and efficiently install and maintain gas distribution facilities, including the proper use of tools and equipment. They also build a strong working knowledge of approved industry practices.

Note: Working in the natural gas industry is a physically demanding job encompassing a variety of physical tasks, including bending, twisting, lifting, digging, and carrying equipment.



PROGRAM STARTS AUGUST 13

Applications accepted until May 15

Learn more: mxcc.edu/natural-gas

STEPS TO REGISTER FOR FALL CLASSES

It's easy to become a student at MxCC



STEPS TO REGISTER FOR FALL CLASSES

1. Apply to MxCC
2. Take the Placement Test for English and Math
3. Apply for financial aid
4. Meet with an advisor and register for classes
5. Pay for your classes or set up a payment plan
6. Attend New Student Orientation

OPEN REGISTRATION DATES:

May 16 from 3 to 6:30 p.m. (MxCC@Platt in Meriden)

May 20 from 9 a.m. to 5:30 p.m. (Middletown)

July 15 from 9 a.m. to 5:30 p.m. (Middletown)

ACCEPTED STUDENT DAYS

If you're a new or readmitted student who has already applied and been accepted to the college, been given a student ID number, and taken the Accuplacer placement testing, you can attend one of these special registration days.

June 1 from 10 a.m. to 2 p.m.

June 19 from 3 to 7 p.m. (MxCC@Platt in Meriden)

June 25 from 1 to 5 p.m.

July 11 from 10 a.m. to 2 p.m.

July 17 from 1 to 5 p.m.

July 29 from 10 a.m. to 2 p.m.

Locations

MIDDLETOWN



Take classes at our beautiful tree-lined campus, centrally located with easy access from Route 9. Middletown's hidden gem!

JOIN US FOR A CAMPUS TOUR

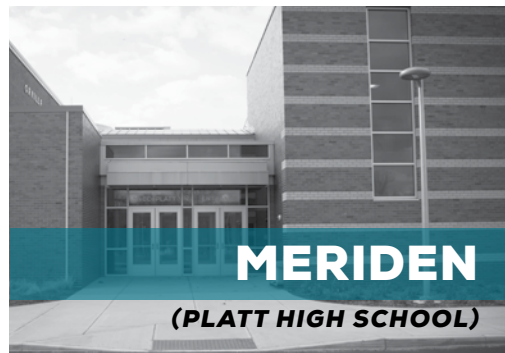
Visit mxcc.edu/future-students/campus-tours to find out when our next campus tours are scheduled.

Afternoon and evening classes are held at the newly renovated Orville H. Platt High School, 220 Coe Avenue, in Meriden. MxCC@Platt offers over 50 courses ranging from core courses in English and math to art, communication, computer science, digital arts, early childhood education, history, human services, music, science, and sociology. MxCC@Platt uses state-of-the-art classrooms including computer and science labs, as well as the media center for MxCC online learning materials.

LEARN MORE: Visit mxcc.edu/meriden or contact the Enrollment Services Office at 860-343-5808, or email Carolyn Innocenzi at cinnocenzi@mxcc.edu.

MERIDEN

(PLATT HIGH SCHOOL)





Middlesex Community College offers a variety of online distance learning classes, credit or non-credit, as well as fully online career training programs. With a wide variety of full-credit online courses, students can complete an associate degree in general studies.

In partnership with Education To Go (ed2go), MxCC also offers more than 100 career training programs and 500-plus non-credit online courses. Career training online programs usually last three to nine months starting immediately after you sign up. Non-credit online courses start on the third Wednesday of a month and last for six weeks. You may take an online class 24/7—anywhere, anytime—without coming to one of the campuses.

LEARN MORE: mxcc.edu/distance.

In addition to offering classes in Middletown, Platt High School in Meriden, and online, MxCC also partners with H.C. Wilcox Technical High School (Meriden) and Vinal Technical High School (Middletown) to offer Manufacturing courses; Middlesex Health (Middletown) for hands-on teaching in our Radiologic Technology program; and Pieper Olson Veterinary Memorial Hospital (Middletown) and Yale University (New Haven) for our Veterinary Technology and Veterinary Assistant programs. We work symbiotically with Wesleyan University (Middletown) to benefit both MxCC and Wesleyan students. Finally, program internships are offered in collaboration with police departments, businesses, and healthcare facilities throughout Connecticut. Learn more about our community partnerships at mxcc.edu/community-partnerships.



100 Training Hill Road
Middletown, CT 06457

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