

Check the Class Schedule Planner online at www.olympic.edu/ClassSchedule for up-to-date information.

How to Register for Continuing Education Courses:

1. Visit www.olympic.edu/ClassSchedule to find prerequisite information and full course details prior to registering.
2. Complete the registration form on page 36.
3. Mail/fax form to Olympic College or register by phone or in person.

Registration Locations:

Kitsap County

OC Bremerton - 1600 Chester Ave, Bremerton
 OC Poulsbo - 1000 Olympic College Place NW, Poulsbo
 Info: 360.475.7786

Registration

360.394.2725, 360.394.2732 FAX
 In person: OC Poulsbo, OC Bremerton

Mason County

OC Shelton - 937 W Alpine Way, Shelton
 Info: 360.432.5400

Registration

360.432.5400, 360.432.5412 FAX

E-mail: ContinuingEd@olympic.edu
www.olympic.edu/ContinuingEducation

CNPRF 048 Seeking Balance/Sacred Hoop for CDPs

For Chemical Dependency professionals. Course equals 3 CEUs. Qualifies for WAC requirements.

9:00a-12:00p F 10/5 Brem-HSS 209 \$49 Mitchell D 9958

CNPRF 063 Project Management Certificate Prep

Online -in partnership with Gatlin Education Services. \$1495 TBA

9960

CNPRF 065 Certified Bookkeeper Online

Online -in partnership with Gatlin Education Services. \$1795 TBA

9961

CNPRF 066 Bloodborne Pathogens Online Education

Online -in partnership with PreventionMD. \$10 TBA

9962

CNPRF 067 2-Hour HIV/AIDS Online Education

Online -in partnership with PreventionMD. \$20 TBA

9963

CNPRF 068 4-Hour HIV/AIDS Online Education

Online -in partnership with PreventionMD. \$40 TBA

9964

CNPRF 069 7-Hour HIV/AIDS Online Education

Online -in partnership with PreventionMD. \$70 TBA

9969

CNPRF 070 Spanish for Teachers and Staff Online

To receive a certificate, you must spend 15 hours online and complete the online course assessments.

Online -Register at www.myspanishteacher.com/olympic. \$89 TBA 9973

Business Essentials

CNSMB 055 QuickBooks for Business Workshop

8:00a-4:30p Th 9/20 Brem-HSS 225 \$139 Fleming G 9983
 8:00a-4:30p Sa 10/13 Brem-HSS 225 \$139 Fleming G 9981

Computer

CNCMP 016 MS Word 2010: Level 1

Prerequisite: Basic computer skills. FREE student manual included.

8:00a-4:30p Sa 10/13 Poul-OCP 108 \$125 Walter J 8941

CNCMP 017 MS Word 2010: Level 2

Prerequisite: CNCMP 016 or basic MS Word 2007 skills. FREE student manual included.

8:00a-4:30p Sa 10/27 Poul-OCP 108 \$115 Walter J 8942

CNCMP 018 MS Word 2010: Advanced

Prerequisite: CNCMP 017 or intermediate MS Word 2007 skills. FREE student manual included.

8:00a-4:30p Sa 11/10 Poul-OCP 108 \$115 Walter J 8943

CNCMP 019 MS Word 2010 Class Package

Prerequisite: Basic computer skills. Must successfully complete each level to proceed to next class.

8:00a-4:30p Sa 10/13, 10/27, 11/10 Poul-OCP 108 \$299 Walter J 8944

CNCMP 031 MS Excel 2010: Level 1

Prerequisite: Basic Windows skills. FREE student manual included.

8:00a-4:30p Sa 9/8 Poul-OCP 108 \$125 Cain J C 8945

CNCMP 032 MS Excel 2010: Level 2

Prerequisite: CNCMP 031. FREE student manual included.

8:00a-4:30p Sa 9/22 Poul-OCP 108 \$115 Cain J C 8947

CNCMP 033 MS Excel 2010: Advanced

Prerequisite: CNCMP 032. FREE student manual included.

8:00a-4:30p Sa 10/6 Poul-OCP 108 \$115 Cain J C 8948

CNCMP 034 MS Excel Class Package

Prerequisite: Basic computer skills. Must successfully complete each level before proceeding.

8:00a-4:30p Sa 9/8, 9/22, 10/6 Poul-OCP 108 \$299 Cain J C 8949

Continuing Studies – Kitsap County

Professional Development & Certifications

BREMERTON/POULSBO CAMPUS COURSES:

CNPRF 021 Flagging Certification

Prerequisite: Must be 18 years or over. Certification good for 3 years.

9:00a-3:30p	Sa 9/15	Brem-BUS 205	\$65	Wiley D	9965
9:00a-3:30p	Sa 9/22	Brem-BUS 105	\$65	Miller R	9967
9:00a-3:30p	Sa 11/10	Brem-BUS 105	\$65	Wiley D	9966
9:00a-3:30p	Sa 11/17	Brem-BUS 105	\$65	Miller R	9968

To recertify as a flagger, you must take this entire 6-hour course again and pass the exam.

CNPRF 030 Forklift Operator Certification

Prerequisite: Must be at least 18 years old and able to lift 50 pounds. Appropriate for all levels. Certification good for 3 years.

8:00a-4:00p	Sa 9/29	Brem-ST 147	\$199	Daugherty D	9951
8:00a-4:00p	Sa 12/1	Brem-ST 147	\$199	Daugherty D	9952

All students will be required to sign a waiver form on the day of training. A driver's license is not required to operate a forklift.

ONLINE COURSES:

Before registering, please visit the link to your specific online course at www.olympic.edu/ContinuingEducation where you will find the prerequisite information and full course details. Prices subject to change.

CNPRF 036 Weatherization Energy Auditor

Online -in partnership with ProTrain. \$850 TBA 9957

CNPRF 037 LEED Green Associate Exam Prep

Online -in partnership with ProTrain. \$225 TBA 9995

CNPRF 040 LEED Building Design and Construction

Online -in partnership with ProTrain. \$225 TBA 9989

Check the Class Schedule Planner online at www.olympic.edu/ClassSchedule for up-to-date information.

CNCMP 046 MS Access 2010: Level 1

Prerequisite: Basic Windows skills. FREE student manual included.
8:00a-4:30p Sa 10/13 Brem-HSS 118 \$125 Dalton D 9940

CNCMP 047 MS Access 2010: Level 2

Prerequisite: CNCMP 046. FREE student manual included.
8:00a-4:30p Sa 10/27 Brem-HSS 118 \$115 Dalton D 9941

CNCMP 048 MS Access 2010: Advanced

Prerequisite: CNCMP 047. FREE student manual included.
8:00a-4:30p Sa 11/17 Brem-HSS 118 \$115 Dalton D 9946

CNCMP 049 MS Access 2010 Class Package

Prerequisite: Basic Windows skills. Successful completion of each level in order to proceed. Free books included.
8:00a-4:30p Sa 10/13, 10/27, 11/17 Brem-HSS 118 \$299 Dalton D 9949

CNCMP 083 Web Page Design 1

Prerequisite: Basic computer skills and Internet usage skills.
8:00a-4:30p Sa 9/1 Brem-ST 123 \$159 Poole J 9943

CNCMP 085 Web Page Design 2

Prerequisite: Windows XP, Web Page Design: Level 1 (CNCMP 083). Basic Internet skills.
8:00a-4:30p Sa 9/15 Brem-ST 123 \$149 Poole J 9944

CNCMP 094 Web Page Design, Advanced

Prerequisite: Web Page Design 1 and 2 or instructor's permission.
8:00a-4:30p Sa 9/29 Brem-ST 123 \$149 Poole J 9945

CNCMP 095 Web Page Design Class Package

Prerequisite: Windows and basic Internet skills.
8:00a-4:30p Sa 9/1, 9/15, 9/29 Brem-ST 123 \$399 Poole J 9948

Classes—At Your Pace

CNSNR 038 Take Digital Photos the Easy Way!

Bring digital camera and cables to upload pictures onto the computer. Basic computer skills required.
9:00a-12:00p Sa 11/3 Brem-ART 106A \$45 Ahrens T 9994

CNSNR 065 I've Turned the Computer On-Now What?

For those looking for a relaxed approach to learning.
1:00p-4:00p F 8/24 Brem-ST 123 \$45 Poole J 9990

CNSNR 070 World Wide What?

Prerequisite: CNSNR 066 or permission of instructor required.
1:00p-4:00p F 8/31 Brem-ST 123 \$45 Poole J 9991

CNSNR 072 Did You Get My Message? Basic E-mail

Prerequisite: CNSNR 066 or permission of instructor required.
1:00p-4:00p F 9/7 Brem-ST 123 \$45 Poole J 9992

CNSNR 078 To Google or Not-Effective Web Search

Prerequisite: CNSNR 070 or permission of instructor required.
1:00p-4:00p F 9/14 Brem-ST 123 \$45 Poole J 9993

Personal Enrichment – Kitsap County

Arts and Crafts

CEAC 003 Watercolor Landscape Painting

Students will need to purchase approximately \$30 worth of supplies. Contact our office for the list.
9:00a-3:00p Sa 12/8 Poul-OCP 218 \$99 Van Berkom M 8940

CEAC 042 Digital Photography Basics

6:00p-9:00p W 10/10-10/24 Brem-ART 106A \$115 Ahrens T 9900

Leisure Activities

CELEI 018 River Rafting—Skagit Eagle Watch

Minimum age 6 years. Email ContinuingEd@olympic.edu upon registration for map and details. See www.olympic.edu/ContinuingEducation
11:00a-2:45p Sa 12/1 Other-ARR \$69 Amundson R 9934
11:00a-2:45p Su 12/9 Other-ARR \$69 Amundson R 9935

CELEI 019 River Rafting—Tieton Whitewater

Minimum age 12 years. Email ContinuingEd@olympic.edu upon registration for map and details. See www.olympic.edu/ContinuingEducation
9:00a-12:45p Sa 9/15 Other-ARR \$69 Amundson R 9937
12:00p-3:45p Su 9/23 Other-ARR \$69 Amundson R 9936

CELEI 041 Piano for Busy People

6:00p-8:30p W 10/17 Brem-MUS 126 \$50 TBA 9942

CELEI 078 The Art of Wine Tasting

Must be at least 21 to register and attend. Must present valid photo ID in order to enter classroom.
6:00p-8:30p W 9/26 Brem-HSS 123 \$39 Ricketts J 9938

Continuing Studies – Mason County

Flagging

CNPRF 021 Flagging Certification

Prerequisite: Must be 18 years or over. Certification good for 3 years.
9:00a-3:30p Sa 9/8 Shel-OCS 116 \$65 Pollard A 7902
9:00a-3:30p Sa 10/27 Shel-OCS 112 \$65 Pollard A 7904
9:00a-3:30p Sa 12/1 Shel-OCS 116 \$65 Pollard A 7906
To recertify as a flagger, you must take this entire 6-hour course again and pass the exam.

Seniors

CNSNR 064 Beginning Computers for 50 Plus

Prerequisite: Must be 50 years or older.
9:00a-11:00a MWF 10/15-10/26 Shel-OCS 107 (WEBE) \$119 Ledgerwood A 7912

CNSNR 071 Computers for 50 Plus (Part 2)

Prerequisite: Must be 50 years or older.
9:00a-11:00a MWF 11/26-12/7 Shel-OCS 107 \$119 Ledgerwood A 7914

Personal Enrichment – Mason County

Children and Youth

CECY 015 Preparing for SAT & ACT Assessments

5:30p-8:00p TTh 9/25-11/8 Shel-PB 002 \$150 Greig P 7920

Communication

CECOM 002 Anyone Can Write

7:00p-9:00p T 10/2-11/13 Shel-PB 001 \$85 Maddux C 7918

Leisure Activities

CELEI 078 The Art of Wine Tasting

Must be at least 21 to register and attend. Must present valid photo ID in order to enter classroom.
1:00p-4:00p Sa 10/13 Shel-TJL 108 \$29 Culligan J 7928

CELEI 086 Value Wines from Around the World

Must be at least 21 to register and attend. Must present valid photo ID in order to enter classroom.
1:00p-4:00p Sa 12/1 Shel-TJL 108 \$29 Culligan J 7931

CONTINUING ED NON-CREDIT CLASSES



non-credit
registration form

Summer Fall
Winter Spring
Year

CONTINUING

EDUCATION

Questions? ContinuingEd@olympic.edu
or 360-475-7786

Student ID/SSN

Name

Birthday Male Female

Address

City Zip

Daytime Phone

E-mail address

Evening Phone

Are you a U.S. Citizen? Yes No *NEW to OC (4) CONTINUING Attended OC Last Quarter (1) FORMER Attended OC but not last quarter (2)

* NEW STUDENT? Please complete following section

What is your reason for attending OC (Intent)?

- Improve job skills (J)
Personal enrichment (L)
Undecided (X)
Other (Y)

What is your long-term educational goal (Purpose)?

- Take courses related to current/future work (11)
Obtain a two year degree and then transfer (12)
High school diploma or GED (13)
Explore career direction (14)
Personal enrichment (15)
Other (90)

Are you a veteran?

- Not a veteran (0)
SE Asia Vet receiving educational benefits (1)
SE Asia Vet NOT receiving educational benefits (3)
Spouse/dependent receiving educational benefits (5)
Other veteran receiving educational benefits (2)
Other veteran NOT receiving educational benefits (4)

High School Graduate? Last High School attended in WA? Last High School attended:

Year

Last college attended other than OC:

Year

Indicate race you consider yourself to be (mark one or more boxes)

- White (800)
African American (872)
American Indian (597)
Alaska Native (015)
Native Hawaiian (653)
Other Pacific Islander (681)
Vietnamese (619)
Filipino (608)
Chinese (605)
Korean (612)
Japanese (611)
Other Asian (621)
Other (Please specify below)

Plan to attend

- One quarter (11)
One year (13)
Do not know (16)

What is your current work status?

- Full-time homemaker (11)
Full-time (12)
Part-time (13)
Unemployed (15)

What is your highest level of education?

- Less than high school graduate (11)
High school graduate (13)
Other (90)

What is your family status?

- Single parent (11)
Couple with children (12)
Without children (13)
Other (90)

If you have a disability that will require special accommodations, please contact Access Services at 360.475.7540 to make arrangements.

PAYMENT IS DUE UPON REGISTRATION

Easy Ways to register

Table with 4 columns: Item #, Course Title, Start Date, Listed Fee. Includes a Total row at the bottom.

Table with 2 columns: Method (Mail, Fax, Walk-in, Phone) and Contact Info (Address, Phone Numbers, Hours).

Purchase Order / Money Order / Check#

Card payment fields

Expires: / Credit Validation #:

Signature Date

Office Use Only Registered By

Dropping a Class / Refunds
Following applies whether student attends class or not:
Classes cancelled by the college...100%
Drops at least 5 business days before class start...90%
Drops within 5 business days of class start or after class start...0%
Appeals? E-mail ContinuingEd@olympic.edu
Unpaid students are not automatically dropped and may still be billed.

Revised 3/25/10

CONTINUING ED NON-CREDIT CLASSES