

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

CONTINUING ED NON-CREDIT CLASSES

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 37.
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 040 LEED Building Design and Construction

Online -in partnership with ProTrain. \$365 TBA 9959

CNPRF 063 Project Management Certificate Prep

Prior to registration, view prerequisites and full details at www.olympic.edu/ContinuingEducation.
 Online -in partnership with Gatlin Education Services. \$1495 TBA 9960

CNPRF 065 Certified Bookkeeper Online

Prior to registration, view prerequisites and full details at www.olympic.edu/ContinuingEducation.
 Online -in partnership with Gatlin Education Services. \$1795 TBA 9961

CNPRF 066 Bloodborne Pathogens Online Education

For details, e-mail continuinged@olympic.edu or call 360.475.7786.
 Online -in partnership with PreventionMD. \$10 TBA 9962

CNPRF 067 2-Hour HIV/AIDS Online Education

For details, e-mail continuinged@olympic.edu or call 360.475.7786.
 Online -in partnership with PreventionMD. \$20 TBA 9963

CNPRF 068 4-Hour HIV/AIDS Online Education

For details, e-mail continuinged@olympic.edu or call 360.475.7786.
 Online -in partnership with PreventionMD. \$40 TBA 9964

CNPRF 069 7-Hour HIV/AIDS Online Education

For details, e-mail continuinged@olympic.edu or call 360.475.7786.
 Online -in partnership with PreventionMD. \$70 TBA 9965

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 9966

CNPRF 091 LEED AP Interior Design/Construction

Prior to registering, visit www.olympic.edu/ContinuingEducation for full course details.
 Online -in partnership with ProTrain. \$365 TBA 9967

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 1/7 Brem-ST 147 \$65 Miller R 9950
 9:00a-3:30p Th 2/2 Brem-HSS 218 \$65 Miller R 9951
 9:00a-3:30p Sa 3/3 Brem-ST 147 \$65 Wiley D 9952
 To recertify as a flagger, you must take this entire 6-hour course again and pass the exam.

CNPRF 025 LMP Geriatric Massage

Prerequisite: Course is intended for Licensed Massage Practitioners. Equals 4 NCBTMB-approved CE hours.
 9:00a-1:00p Sa 3/10 Brem-BSC 139 \$89 Nepute M 9953
 Bring your own massage table and bolster or pillow.

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 1/7 Brem-ST 148 \$199 Daugherty D 9954
 8:00a-4:00p Sa 3/3 Brem-ST 148 \$199 Daugherty D 9955
 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. \$1145 TBA 9957

CNPRF 037 LEED Green Associate Exam Prep

Online -in partnership with ProTrain. \$365 TBA 9958

Business Essentials

CNSMB 003 Developing a Business Plan

6:30p-8:30p W 1/18 Brem-HSS 112 \$70 TBA 9980

CNSMB 033 Business Tax Basics

5:00p-9:00p W 2/15 Brem-HSS 218 \$70 Jake D 9981

CNSMB 055 QuickBooks for Business Workshop

8:00a-4:30p Sa 2/4 Brem-HSS 110 \$139 Fleming G 9982
 11:10a-4:30p Sa 3/3 Brem-HSS 225 \$139 Fleming G 9983

Computer

CNCMP 016 MS Word 2010: Level 1

Prerequisite: Basic computer skills. FREE student manual included.
 8:00a-4:30p Sa 1/21 Poul-OCP 107 \$125 Walter J 8915

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 2/11 Poul-OCP 107 \$115 Walter J 8916

CNCMP 018 MS Word 2010: Advanced

Prerequisite: CNCMP 017 or intermediate MS Word 2007 skills. FREE student manual included.
 8:00a-4:30p Sa 3/3 Poul-OCP 107 \$115 Walter J 8917

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 Poul-OCP 107 \$299 Walter J 8918
 Meets Sat. 1/21, 2/11, 3/3.

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

CNCMP 031 MS Excel 2010: Level 1
 Prerequisite: Basic Windows skills. FREE student manual included.
 8:00a-4:30p Sa 1/28 Poul-OCF 107 \$125 Walter J 8919

CNCMP 032 MS Excel 2100: Level 2
 Prerequisite: CNCMP 031. FREE student manual included.
 8:00a-4:30p Sa 2/25 Poul-OCF 107 \$115 Walter J 8920

CNCMP 033 MS Excel 2010: Advanced
 Prerequisite: CNCMP 032. FREE student manual included.
 8:00a-4:30p Sa 3/10 Poul-OCF 107 \$115 Walter J 8921

CNCMP 034 MS Excel Class Package
 Prerequisite: Basic computer skills. Must successfully complete each level before proceeding.
 8:00a-4:30p Sa Poul-OCF 107 \$299 Walter J 8922
 Meets Sat. 1/28, 2/25, 3/10.

CNCMP 046 MS Access 2010: Level 1
 Prerequisite: Basic Windows skills. FREE student manual included.
 8:00a-4:30p Sa 1/21 Brem-HSS 110 \$125 Dalton D 9923

CNCMP 047 MS Access 2010: Level 2
 Prerequisite: CNCMP 046. FREE student manual included.
 8:00a-4:30p Sa 2/11 Brem-HSS 110 \$115 Dalton D 9924

CNCMP 048 MS Access 2010: Advanced
 Prerequisite: CNCMP 047. FREE student manual included.
 8:00a-4:30p Sa 3/3 Brem-HSS 110 \$115 Dalton D 9925

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 Brem-HSS 110 \$299 Dalton D 9926
 Meets Sat. 1/21, 2/11, 3/3.

CNCMP 083 Web Page Design 1
 Prerequisite: Basic computer skills and Internet usage skills.
 8:00a-4:30p Sa 1/28 Brem-ST 123 \$159 Poole J 9927

CNCMP 085 Web Page Design 2
 Prerequisite: Windows XP, Web Page Design: Level 1 (CNCMP 083). Basic Internet skills.
 8:00a-4:30p Sa 2/25 Brem-ST 123 \$149 Poole J 9928

CNCMP 094 Web Page Design, Advanced
 Prerequisite: Web Page Design 1 and 2 or instructor's permission.
 8:00a-4:30p Sa 3/10 Brem-ST 123 \$149 Poole J 9929

CNCMP 095 Web Page Design Class Package
 Prerequisite: Windows and basic Internet skills.
 8:00a-4:30p Sa Brem-ST 123 \$399 Poole J 9930
 Meets Sat. 1/28, 2/25, 3/10.

Classes—At Your Pace

CNSNR 065 I've Turned the Computer On-Now What?
 For those looking for a relaxed approach to learning.
 1:00p-4:00p F 1/20 Brem-HSS 111 \$45 Poole J 9990

CNSNR 066 Windows for Absolute Beginners
 Prerequisite: CNSNR 065 or permission of instructor required.
 1:00p-4:00p F 1/27 Brem-HSS 111 \$45 Poole J 9991

CNSNR 067 Intro to MS Word
 Prerequisite: CNSNR 066 or permission of instructor required.
 1:00p-4:00p F 2/3 Brem-HSS 111 \$45 Poole J 9992

CNSNR 068 Intermediate MS Word
 Prerequisite: CNSNR 067 or permission of instructor required.
 1:00p-4:00p F 2/10 Brem-HSS 111 \$45 Poole J 9993

CNSNR 070 World Wide What?
 Prerequisite: CNSNR 066 or permission of instructor required.
 1:00p-4:00p F 2/17 Brem-HSS 111 \$45 Poole J 9994

CNSNR 072 Did You Get My Message? Basic E-mail
 Prerequisite: CNSNR 066 or permission of instructor required.
 1:00p-4:00p F 2/24 Brem-HSS 111 \$45 Poole J 9995

CNSNR 078 To Google or Not-Effective Web Search
 Prerequisite: CNSNR 070 or permission of instructor required.
 1:00p-4:00p F 3/2 Brem-HSS 111 \$45 Poole J 9996

Personal Enrichment – Kitsap County

Arts & Crafts

CEAC 042 Digital Photography Basics
 6:30p-8:30p W 2/22-3/7 Brem-ART 106A \$115 Ahrens T 9902
 Bring your own digital camera, cables, memory card and batteries.

CEAC 046 Adobe Photoshop/Lightroom 3 Basics
 6:00p-9:00p W 1/25-2/15 Brem-ART 106A \$159 Barbee R 9903

Leisure Activities

CELEI 018 River Rafting—Skagit Eagle Watch
 River Rafting: Upon registration, please e-mail ContinuingEd@olympic.edu with the following information: name, phone, e-mail, height, weight, shoe size, gender and age. For additional information and a map, visit www.olympic.edu/ContinuingEducation. Transportation is NOT provided.
 Prerequisite: Minimum age 6 years.
 11:00a-2:45p Sa 1/7 Other-ARR \$75 Amundson R 9909
 11:00a-2:45p Su 1/22 Other-ARR \$75 Amundson R 9910

CELEI 086 Value Wines from Around the World
 6:00p-8:00p W 2/1 Brem-HSS 112 \$39 Ricketts J 9912
 Students must present valid I.D. in order to enter classroom and take class, no exceptions.

Self Improvement

CESLF 039 Becoming a Love and Logic Parent
 Prerequisite: None. For more information, 360.475.7625.
 6:00p-8:00p T 1/10-2/21 Brem-HOC 142 \$70 Kluge B 0930

Continuing Education Professional Development Courses

- * Teachers (clock hour agreement with OESD 114)
- * Health Professionals (HIV/AIDs Prevention Online Training)
- * Massage Therapists (LMP Geriatric Massage 4 NCBTMB hours)
- * Warehouse/Grocery Store employees (Forklift Operator Certificate)
- * Chemical Dependency Professionals
- * Construction (Flagging Certification)

For more information, please contact 360.475.7786 or e-mail ContinuingEd@olympic.edu.

Continue to grow professionally with Olympic College Continuing Education!

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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 1/14 Shel-OCS 116 \$65 Pollard A 7901
 9:00a-3:30p Sa 2/11 Shel-OCS 116 \$65 Pollard A 7903
 9:00a-3:30p Sa 3/10 Shel-OCS 116 \$65 Pollard A 7905
 To recertify as a flagger, you must take this entire 6-hour course again and pass the exam.

Seniors

CNSNR 064 Beginning Computers for Seniors

Must be 55 years or older.
 1:00p-3:00p MWF 2/13-2/27 Shel-OCS 107 \$119 Ledgerwood A 7911
 No class 2/20.

Personal Enrichment – Mason County

Communication

CECOM 002 Anyone Can Write

1:00p-3:00p W 1/11-2/22 Shel-PB 001 \$85 Maddux C 7915
 7:00p-9:00p W 1/11-2/22 Shel-TJL 111 \$85 Maddux C 7917

Leisure Activities

CELEI 027 Coastal Navigation for Boaters

Knowledge of basic navigation is helpful but not necessary.
 8:30a-2:00p Sa 2/11-2/18 Shel-PB 002 \$119 Karch J 7923

CELEI 034 Buying and Selling on craigslist

9:30a-1:30p Sa 1/21 Shel-TJL 120 \$49 Morgan D 7927
 Please bring an item you wish to sell, a credit card and either a picture on a disk or their camera with the cord. Students are required to know how to access their home e-mail from the classroom computer.

CELEI 035 The Basics of Selling on eBay

Prerequisite: Basic Internet skills.
 9:30a-3:30p Sa 1/14 Shel-TJL 120 \$59 Morgan D 7931
 Please bring an item you wish to sell, a credit card and either a picture on a disk or their camera with the cord. Students are required to know how to access their home e-mail from the classroom computer.

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 2/18 Shel-TJL 108 \$29 Culligan J 7939

CELEI 086 Value Wines from Around the World

Students must present valid I.D. in order to enter classroom and take class, no exceptions.
 1:00p-4:00p Sa 1/21 Shel-TJL 108 \$29 Culligan J 7935
 1:00p-4:00p Sa 3/10 Shel-TJL 108 \$29 Culligan J 7943

CONTINUING ED NON-CREDIT CLASSES

WESTERN WASHINGTON UNIVERSITY

Earn your Western degree in Bremerton!

Huxley College of the Environment


B.A./B.S. in Environmental Studies
www.wvu.edu/huxleyoutreach
 (360) 417-6521

Woodring College of Education


B.A. in Elementary Education
www.wce.wvu.edu/bremerton
 (360) 475-7269

B.A. in Human Services
www.wce.wvu.edu/depts/hs
 (360) 650-7247

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CONTINUING

EDUCATION

Student ID/SSN | | | | - | | | | - | | | |

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

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? Yes No GED
 Last High School attended in WA? Yes No
 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

Item #	Course Title	Start Date	Listed Fee
Total			

Mail	Olympic College Poulsbo Student Services 1600 Chester Ave Bremerton, WA 98337-1699
Fax	Kitsap 360.394.2732 Mason 360.432.5412
Walk-in	Olympic College Bremerton Olympic College Poulsbo Olympic College Shelton NBK – Bangor and Bremerton
Phone	Kitsap 360.394.2725 Mason 360.432.5400 Mon - Thu, 8:30 a.m. - 4 p.m. Friday 8 a.m. - 4 p.m.

Purchase Order/ Money Order /Check# _____

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Visa MasterCard
 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
 Appeals must be received in writing within seven days of date student cancels, or last class attended.

Unpaid students are not automatically dropped and may still be billed. Transfers at least 5 business days prior to class start welcomed.
 Special refunds apply to online, Adventure, packages and Sustainable Building Advisor courses. E-mail ContinuingEd@olympic.edu for details.

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