Classes may be delivered as live in-person or live remote sessions, or blended. Register Online: hcc.edu/bce

Work and learn remotely — HCC can help!
Medical Interpretation, Line Cook, Nursing Assistant, Pharmacy Technician, VESI, MindEdge and more inside!

Register Now @ hcc.edu/bce
Now serving...
The HCC MGM Culinary Arts Institute
All levels of culinary and hospitality education and training, all in one location

Associate Degrees and Credit Certificate Programs

Contact Admissions at 413.552.2321 or admissions@hcc.edu

Professional Development Certificates

Line Cook Training
ServSafe
TiPS

Please contact Community Services at communityservices@hcc.edu

Personal Enrichment

Gourmet Cooking and Baking Classes

Please contact Community Services at communityservices@hcc.edu
1. By the Friday before the first class meeting, 100% of all tuition, less $30.
2. A $20 fee will be charged for returned checks. All returned checks not made good will be referred to a collection agent.

**COURSE CANCELLATION**

Low enrollments can necessitate course cancellations. HCC will attempt to notify students whose course has been cancelled and help them choose another course or obtain a refund. Completing your course registrations as early as possible helps the college avoid cancelling classes.

**If the college cancels a course, 100 percent of all course costs are refunded.**

**BENEFITS, TUITION WAIVERS, AND THIRD PARTY BILLING**

**State Employee Tuition Waivers**

Present waivers at the time of registration. Waivers are not accepted by telephone, Fax, mail, or online.

For non-credit courses, full-time state employees, their spouses and dependent children up to age 25 are eligible for tuition remission of 50 percent of tuition only for any non-credit course(s) or program(s).

**Tuition waivers will be honored so long as the minimum number of full-tuition-paying students per class has been met. Some exclusions apply.**

**Third Party Billing (Company-Agency Payments)**

Please submit, by mail or in person, an enrollment form for each student along with an original purchase order or letter on company-agency letterhead including the student name(s) and the amount to be paid.

For questions about courses in this bulletin, contact Business and Community Education: 413.552.2500
WANTED: **engaging faculty** for courses

If you’re interested in teaching and adding to the quality of our students’ lives, send your resume with your course proposal to:

**Contact:** Community Services at communityservices@hcc.edu

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**CERTIFICATE & TRAINING PROGRAMS**

**MANAGEMENT**
- American Management Association University Certificate
- Project Management Certificate
- Nonprofit Management Certificate

**LEADERSHIP SERIES**

**JOB ORIENTED**
- Call Center (Advanced) and Customer Service Training
- Manufacturing Production Technician Training

**CAREER FOCUSED**
- Educators (Pre-School, K-12, PDP Certification Courses)
- Event Planning Certificate
- Interior Design Certificate Program
- Real Estate Principles and Practices

**HEALTHCARE**
- CNA (Certified Nursing Assistant) Program *
- EMT-B (Emergency Medical Technician Basic Course)
- Pharmacy Technician *
- ICD 9 and 10 Training

**HOSPITALITY**
- Hospitality and Culinary Program *
- ServSafe Certificate Program — TIPS Training

**COMPUTERS**
- CompTIA A+, Network+, and Security+
- Cisco CCNA Training Programs: Modules I, II, III, and IV (Scholarships Available)
- Microsoft Office Certifications

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The state-of-the-art Kittredge Center is the Pioneer Valley’s premier facility for conferences and professional meeting space. It offers the latest in technology and is accessible to all major highways. Bring your conference to the Kittredge Center or ask about conference management services.

Contact us at **413.552.2320**

or visit us online at

hcc.edu/about/space-reservations

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**SAFETY**
- Hoisting License Renewal Training
- OSHA-10 Certification
- OSHA-30 Certification

**For more information, please call 413.552.2500 or visit us online at hcc.edu/bce.**

* = Funding available for unemployed and low-income workers through the Department of Labor and Workforce Development and the Department of Transitional Assistance
Classes may be delivered as live in-person or live remote sessions, or blended.

Corporate and Professional Education

HCC offers a variety of classroom and online courses to help people develop skills to start a new career or enhance existing career skills. Earn a certificate, update industry credentials or start on a path toward a degree.

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Professional Development

Getting Paid to Talk
CRER 003 (1 session)
CRN 16592, SEC 51, Feb 29, Th 6:30 p.m.-8:00 p.m.
CRN 16593, SEC 52, May 16, Th 6:30 p.m.-8:00 p.m.
If you’ve ever wondered how to begin in voice over part time, full time, or for supplemental or retirement income, this workshop is a great, upbeat, and most importantly, realistic first step. Our easy-to-access remote learning system will take you behind the scenes at Voice Coaches main studios, where we regularly produce voice over content for clients including Netflix, Discovery, HGTV, Disney, Lifetime, Nickelodeon, and many more. From audio books, training material, animation, and commercials to socially relevant content, television, and much, much more: today’s voice over field has become a great way to leverage your individual voice qualities and communication skill in a whole new way. The class will be presented via Zoom.
Fee: $45.00

Preparation for the Real Estate Salesperson’s Licensing Exam
CWD 829 (5 sessions)
CRN 15078, SEC 64, Mar 4-27, MWTh 6:00 p.m.-9:30 p.m.
This 40 hour instructional & prep course will help you gain the knowledge you need to successfully pass the licensing exam and start your career in real estate sales. We will review topics including: Property rights & ownership, ownership types: condominiums, cooperatives, time shares, land use - subdivision, contracts & deeds, financing & mortgages, brokerage, appraisal, Fair Housing Laws and consumer protection issues, Massachusetts License Law. Participants must attend all classes in order to meet 40 hours of training required by the state of MA. Books and other materials are purchased separately either in the HCC bookstore or online. We are using the MA Real Estate Principles & Practices book, edition 7.0.
Fee: $399.00

CISCO I: Introduction to Network
CWD 814 (17 sessions)
CRN 15077, SEC 64, TBA
Our CISCO certified instructor will work with you to develop your knowledge & skill as well as to prepare you to become a Cisco certified network administrator. Introduction to Networks is the first course in a series of networking prep courses designed to help you pass your certification exam and become a Cisco Certified Network Associate (CCNA). Introductions to Networks: Exploring the Network, Operating System, Network Protocols and Communications, Network Access, Ethernet, Network Layer, Transport Layer, IP Addressing, Subnetting IP Networks, Application Layers.
For more information contact Maria Vargas at mvargas@hcc.edu
Fee: $849.00

ServSafe Prep. & Exam
CWD 026 (2 sessions)
CRN 15074, SEC 64, Mar 18-25, M 5:30 p.m.-9:30 p.m.
Obtaining and maintaining your ServSafe Food Handling and Sanitation certification means you have the tools and knowledge you need to ensure your workplace meets industry standards for cleanliness along with proper safety requirements for food handling & preparation. Participants will receive a ServSafe Certificate and license directly from the National Restaurant Association (NRA). Price includes class hours and exam. Textbook (ServSafe Manager Book 7th Ed, English) not included but may be purchased from popular booksellers.
Fee: $109.00
Notary Public
CWD 830 (1 session)
CRN 15080  SEC 05  Mar 12  T  6:00 p.m.-9:00 p.m.

Whether you are preparing to add “Notary Public” to your resume, you are a notary and need to renew your commission, or you just want a refresher on the process and requirements, this course is designed to help you earn your commission quickly and effectively. You will review the responsibilities, duties, and powers that come with your commission as well as Massachusetts General Laws and regulations covering you as a notary. Learn what is entailed at the swearing in. Gain an understanding of the code of conduct for notaries; review ethical issues and how to avoid them. Learn how to properly offer your services, to prospect for clients, to charge appropriate fees for your service, and to track and report those fees. (Course price includes instructional time only. Additional fees for the notary application, notary supplies, textbook, and/or notary exam are not included in price of this course.)

Fee: $45.00

Nursing Assistant Exam Prep/ Home Health Aide (Ware)
CWD 945
CRN 16758  SEC 64

This course is intended to prepare you to pass the Massachusetts Nurse Aide Certification Testing with the American Red Cross, and to gain the skills and knowledge to be a certified Home Health Aide. You will learn the skills necessary to provide basic care for patients in hospitals, residents of long-term care facilities such as nursing homes, or to care for patients in their home. Four days of clinical internships are included. This course is an excellent choice for students preparing to enter the healthcare workforce. Tuition will not include exams fees and the cost of scrubs needed for clinical internships. Candidates must take a basic skills test for English and math ability, pass a CORI/SORI check, and be able to provide proof of a recent physical exam and the results of a TB/ Mantoux test. Call 552-2122 for dates, times and tuition cost. $1,200. This course meets in Ware.

Fee: $1,200.00

Business Communications
CERT 015
Because corporate higher-ups and stakeholders can’t support your ideas, or recognize you for them, without first understanding what they are, communicating clearly and concisely in written and oral formats is critical to your professional success. This certificate offers instruction on crafting many of the most common business communication formats. Program includes the following courses:
- Communicating Collaboratively
- Effective Business Writing
- Effective Emails, Memos, and Letters
- Effective Presentations
- Effective Public Speaking

For more information and to register, go to catalog.mindedge.com/hcc

Fee: $299

Medical Interpreter
CERT 017 (60 sessions)
CRN 15246  SEC 25  Feb 13-Apr 25  T/TH  6:00 p.m.-9:00 p.m.

Medical interpreters are in great demand both in person and remotely by video or phone. Interpreters can elect to work for a hospital, school, or state agency, or as contractors with many agencies throughout the country. They can also elect to work remotely from home where they can work independently and make their own hours. Open to all languages, this 60-hour program provides working knowledge of medical interpreting, including standards of practice, ethics, HIPAA regulations, cultural competency, and medical terminology/vocabulary. The course provides intense practice via oral role plays on a variety of medical topics. The student will also be introduced to VRI (Video Remote Interpreting) and OPI (Over the Phone Interpreting). Offered in collaboration with TransFluenci EDU, this course is designed for those preparing for entry-level careers as medical interpreters as well as for working interpreters preparing for the National Board Certificate exam. Students must be fully bilingual and must be fluent in English and one other language. This program meets the National Board for Medical Interpreter Certification training requirement and prepares you to pass the national certification exam. Upon successful completion of the course, students will receive a certificate of completion from the college and may elect to apply for national certification. Certification fees are not included. Students must possess a high school diploma or equivalent. Because a language assessment is required, students must register at least two weeks in advance. No class March 12 and 14

Fee: $1,079.00

Certificate In Cybersecurity
CERT 018
Cybersecurity, also known as Information Security, is the protection of data and personally identifiable information from malicious attacks, theft, and destruction. Failures of cybersecurity policies, both in large corporations and governmental agencies, have earned significant visibility and negative publicity in recent months and years. As the amount of data being stored continues to increase, and as hackers become more sophisticated, the need for cybersecurity is greater than ever. This Certificate in Cybersecurity offers an introduction to the critical elements of information security, as well as foundational information about key certifications for professionals in the industry. Each of the eight courses in this suite will help learners master the vocabulary of the industry and offers examples, videos, interactive games, and review questions to ensure mastery of the material. Courses can be taken in any order. This certificate has no textbooks or prerequisites. Courses include:
- Asset Security
- Communications and Network Security
- Identity and Access Management
Classes may be delivered as live in-person or live remote sessions, or blended.

Register Online: hcc.edu/bce

Project Management Online
CERT 021
CRN.16139   SEC 51
Create your own program based on your personal professional needs from a variety of long course, short course, Certificate and Simulation options. All are aligned with the PMBOK® Guide and include interactive exercises, videos, real-world examples and case studies to help you apply newly learned concepts. Courses to prepare you for the PMP Exam are available as well. For more information or to register, go to catalog.mindedge.com/hcc
Fee: $999

Introduction to Microsoft Word 2016
TECH 006 (4 sessions)
CRN.15488    SEC 51   Apr 16-May 7   T 6:00 p.m.-9:00 p.m.
Topics include: typing and deleting text, undoing/redoing, formatting and cutting, copying and pasting text, creating documents and inserting images and clip art. You’ll learn how to modify line spacing, create lists, change views as well the overall look of your document. Course covers the most commonly used commands and features. Students should have keyboarding and computer experience. Instructor: Brad Cabral.
Fee: $199.00

Introduction to Microsoft Excel 2016
TECH 007 (4 sessions)
CRN.15483    SEC 51   May 14-Jun 4   T 6:00 p.m.-9:00 p.m.
Become proficient at spreadsheet basics and design, including creating, editing, formatting and printing. Learn how to create and use common formulas and functions containing cell references to automate calculations. We also cover Excel charting and graphing techniques. Students must have keyboarding and computer experience.
Instructor: Brad Cabral.
Fee: $199.00

Introduction to Quickbooks 2015
TECH 010 (4 sessions) -
CRN.15499    SEC 51   Apr 17-May 8   W 5:30 p.m.-8:30 p.m.
Includes step-by-step instructions in getting the software up and running. We’ll cover invoicing for services, accounts receivable management, entering and paying bills, accounts payable management, writing checks, managing petty cash and checking accounts, reconciling bank statements. Prerequisite: PC (preferably Windows) and mouse experience and some basic bookkeeping and/or accounting experience assumed. Instructor: Sara Gross
Fee: $199.00

Introduction to Microsoft Office 2016
TECH 017 (4 sessions) -
CRN.15482    SEC 51   Mar 19-Apr 9   T 6:00 p.m.-9:00 p.m.
Understand how to use Microsoft Office, a necessity for workers, job seekers, and home computer users. Learn the basics of Microsoft Office to easily create, format, and work with documents using Word, or create Excel spreadsheets by working with formulas, and build presentations using PowerPoint. Finally, we’ll review Publisher and learn about all the best uses for this dynamic software. PC Fundamentals or basic computer skills required. Instructor: Brad Cabral.
Fee: $199.00

Certificate in Data Analytics
CERT 020
This certificate in data analytics provides an overview of topics in statistics and their applications in a variety of fields. This certificate will present the basics of quantitative analysis and its increasing use in today’s professional landscape. Learners are exposed to quantitative decision-making tools and techniques, which tie into real-world case studies. Each course in this certificate utilizes games, videos, interactive exercises, quizzes, real-world case studies, and other engaging content to ensure rapid mastery of the content and direct application. Course videos and lessons focus on use of both Microsoft Excel and OpenOffice. Courses can be taken in any order. This certificate has no textbooks or prerequisites.

Program includes the following courses:
• Data Analysis for Improving Organizational Performance
• Data Analysis in the Real World
• Introduction to Data Analysis
• Statistical Process Control
• Statistics as a Managerial Tool
• Tools of Data Analysis
To register and pay, go to catalog.mindedge.com/hcc
Fee: $399

To sign up online or for complete course descriptions: www.hcc.edu/bce

Computers & Technology

Introduction to Microsoft Word 2016
TECH 006 (4 sessions)
CRN.15488    SEC 51   Apr 16-May 7   T 6:00 p.m.-9:00 p.m.
Topics include: typing and deleting text, undoing/redoing, formatting and cutting, copying and pasting text, creating documents and inserting images and clip art. You’ll learn how to modify line spacing, create lists, change views as well the overall look of your document. Course covers the most commonly used commands and features. Students should have keyboarding and computer experience. Instructor: Brad Cabral.
Fee: $199.00

Introduction to Quickbooks 2015
TECH 010 (4 sessions) -
CRN.15499    SEC 51   Apr 17-May 8   W 5:30 p.m.-8:30 p.m.
Includes step-by-step instructions in getting the software up and running. We’ll cover invoicing for services, accounts receivable management, entering and paying bills, accounts payable management, writing checks, managing petty cash and checking accounts, reconciling bank statements. Prerequisite: PC (preferably Windows) and mouse experience and some basic bookkeeping and/or accounting experience assumed. Instructor: Sara Gross
Fee: $199.00

Introduction to Microsoft Office 2016
TECH 017 (4 sessions) -
CRN.15482    SEC 51   Mar 19-Apr 9   T 6:00 p.m.-9:00 p.m.
Understand how to use Microsoft Office, a necessity for workers, job seekers, and home computer users. Learn the basics of Microsoft Office to easily create, format, and work with documents using Word, or create Excel spreadsheets by working with formulas, and build presentations using PowerPoint. Finally, we’ll review Publisher and learn about all the best uses for this dynamic software. PC Fundamentals or basic computer skills required. Instructor: Brad Cabral.
Fee: $199.00
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Proof of COVID-19 vaccination will no longer be required for faculty, staff, students, or visitors to the campus. We continue to emphasize sanitation protocols and encourage vaccinations, social distancing, masking, and testing when necessary.

Arts

Beginning Digital Photography
ARTS 010 (4 sessions)
CRN 15031  SEC 51  Feb 15-Mar 7  Th  6:15 p.m.-8:45 p.m.

Whether you’re a complete beginner who wants to learn how to use your new camera, or an experienced photographer making the switch to digital media, this short course will quickly make you an expert in this amazing new technology. The course covers camera operation, tips for taking the best pictures, how to email, share, post, and organize your photos, and how to make prints, posters, professional albums, greeting cards, calendars, and movies. You’ll also learn digital fundamentals and how to use and apply Photoshop editing techniques. Instructor: Dino Diaz
Fee: $179.00

Color Photography
ARTS 011 (4 sessions)
CRN 15032  SEC 51  Mar 14-Apr 4  Th  6:15 p.m.-8:45 p.m.

Refine your color picture-making skills. Work “in synch” with your digital camera giving your work the “WOW” factor. We’ll cover framing, composition, light and shadow, and working with color. We’ll explore your specific interests: family portraits, pet photos, action shots, close-up nature photos and more. Course is structured around student needs and includes instructor/group critiques. Instructor: Dino Diaz
Fee: $179.00

Introduction to Acrylics: Expressive studies
ARTS 055 (7 sessions) -
CRN 16087  SEC 51  Jan 29-Mar 18  M  6:15 p.m.-9:15 p.m.

Acrylics are an easy and versatile medium. You can create paintings similar to the old Masters’ oils or watercolors. You can even embrace a more modern aesthetic by adding more sculptural elements or by using special effects medium. In the first class you will experiment with brush vs palette knife paintings. This class will focus on color blocking and creating several quick, painterly paintings. In following classes you will put to use what you learned. Create 3-6 finished paintings of different subject matter. All levels welcome but class is geared to beginners. Materials around $100 NOT included. Instructor Melissa Pandina.
No class February 19.
Fee: $189.00

Intermediate Acrylics
ARTS 067 (7 sessions) -
CRN 16703  SEC 51  Mar 25-May 6  M  6:15 p.m.-9:15 p.m.

Continue your exploration in acrylics. In this class, you will learn the importance of underpaintings and different lightning situations. We will explore different techniques to get to your desired style and the importance of warm and cool colors. This class takes you from acrylic sketches to finished paintings. Most students will finish 1-2 paintings. All levels welcome but class is geared to beginners. Materials NOT included. Typically $100 in materials. Instructor Melissa Pandina.
Fee: $189.00
Classes may be delivered as live in-person or live remote sessions, or blended.

**Testing Services**

- **ACT WorkKeys Exams**  
  Proficiency Certificate for Teaching Assistants (PCTA)  
  National Career Readiness Certificate (NCRC)  
  Go to hcc.edu/testing to schedule your test appointment.

- **CASTLE Worldwide**  
  Go to castleworldwide.com to register

- **Crane Institute of America (CIC)**  
  Go to craneinstitute.com

- **HCC High Stakes Testing Center**  
  p: 413.552.2112  
  f: 413.552.2745 testing@hcc.edu

- **GED**  
  Go to ged.com

- **Get-College-Credit Exams**  
  CLEP, DSST  
  Go to hcc.edu/testing to schedule your test appointment.

- **GRE and TOEFL**  
  CLEP, DSST  
  Go to www.ets.org for registration information

- **HiSET Testing (Formerly GED)**  
  Contact 413.522.2292 or hiset.ets.org to register

- **Kryterion**  
  Go to www.kryteriononline.com to register

- **Law School Admissions Council**  
  LSAC and MPRE  
  Go to www.lsac.org for registration information.

- **Pearson Vue**  
  Contact the testing center to register or go to pearsonvue.com.

- **PSI/COMIRA**  
  catsdoor04.com/cbt/online/login.jsp

- **ServSafe Exams**  
  Go to servsafe.com to purchase your exam.  
  Go to hcc.edu/testing to schedule your test appointment.

- **Distance Learning Proctored Exams**  
  Contact us to make an appointment to have your distance learning exams professionally proctored.  
  Provide our contact information to your institution and your exam will be forwarded to us.

**Personal Enrichment**

**Beginning Pen and Ink**  
ARTS 069 (7 sessions) -  
CRN 16824  SEC 51  Jan 30 - Mar 12  T 6:15 p.m. - 9:15 p.m.

Pen and ink is such a versatile medium. Explore creating bold, graphic drawings one week and subtle grayscale drawings the next and even using patterns (like zen tangle) to embolden black and white pictures. We will explore liquid ink and markers. All levels of drawing welcome. Instructor Melissa Pandina. Supplies about $40  
**Fee: $189.00**

**Watercolor and Pen and Ink**  
ARTS 063 (7 sessions)  
CRN 16420  SEC 51  Mar 19 - Apr 30  T 6:15 p.m. - 9:15 p.m.

Do you like the soft flowing colors of watercolor but get frustrated with losing some of the subtleties of your drawing. This is the technique for you. In this class, we will be working on detailed pen and ink studies and then painting over them in watercolor. You will improve your drawing skills and become looser with your watercolors. All levels welcome. Instructor Melissa Pandina. Supplies around $100 not included in tuition.  
**Fee: $189.00**

**Expression**

**Piano for Pleasure: Private Lessons for Adults**  
EXPR 009 (8 sessions)  
CRN 15249  SEC 51  Jan 29 - Mar 25  M 3:30 p.m. - 6:00 p.m.

It’s never too late to learn to play the piano! Learn key names, body/hand position, scales, chords, rhythmic values and note reading in a relaxed environment. Uncover a variety of musical styles, including 12 bar blues. Must have access to a piano or keyboard for practice of weekly assignment. “Play Piano Now” (#17193) published by Alfred, is available at music stores or on-line and needed for the first lesson. Upon registration, the instructor will contact you regarding a time slot.  
Instructor: Marie Meder. No Class on February 19  
**Fee: $164.00**

**Food**

**Introduction to Bartending**  
FOOD 002 (7 sessions)  
CRN 15263  SEC 51  Feb 27 - Apr 16  T 6:15 p.m. - 9:15 p.m.

Get ready for the ultimate cocktail adventure at Intro to Bartending! Our emphasis on professionalism and responsible alcohol service will ensure you’re equipped with the knowledge to create a safe and enjoyable environment for all. Join us to lower the odds of alcohol related incidents, offering phenomenal customer service and satisfaction, and being a driving force for community safety. Embrace this opportunity to enhance your career while fostering a secure and thriving work environment. Let’s shake things up and add a splash of fun to your skills! HCC MGM Culinary Arts Institute; 164 Race street, Holyoke, MA 01040 Instructor: Alex Torres. No class on March 19.  
**Fee: $269.00**

To sign up online or for complete course descriptions: www.hcc.edu/bce
Designed by renowned educators - VESi online, interactive courses are convenient, superior quality courses packed with practical applications for the classroom. Earn Massachusetts PDPs in these accredited, self-paced and user-friendly programs. You’ll have telephone access with instructors during “office hours” and email access with a guaranteed 24-hour response time. Once HCC receives your registration, we will communicate your registration to VESi. Courses are offered in both undergraduate (UPDL) and graduate (GPDL) professional development levels.

For information: Call Community Education at 413.552.2320 or go to: virtualeduc.com/holyoke hcc.edu/bce

For detailed course descriptions or to sign up online, go to hcc.edu/bce
Cooking with Chef Nadim
FOOD 094 (1 session)
CRN 16825  SEC 51  Feb 27  T  6:00 p.m. - 9:00 p.m.
Join Chef Nadim as he creates a Hummus, Cheese roll-ups, Tabouli salad and simmered chicken served with Hashwee rice topped with gravy, and rice pudding for dessert. How Delicious!
Class will be held at the HCC MGM Culinary Arts Institute
Fee: $149.00

Cooking with Chef Nadim
FOOD 094 (1 session)
CRN 16830  SEC 52  Mar 12  T  6:00 p.m. - 9:00 p.m.
This week, Chef Nadim provides us with some tasty Hummus, Meat roll-up, Fattoush salad, roasted lamb shoulder served with Hashwee rice topped with gravy, and Ismalia for dessert.
Class will be held at the HCC MGM Culinary Arts Institute
Fee: $149.00

Cooking with Chef Nadim
FOOD 094 (1 session)
CRN 16831  SEC 53  Apr 9  T  6:00 p.m. - 9:00 p.m.
For a Spring finale, Chef Nadim will serve us with some Hummus, falafel, Mediterranean Salad, Cannellini, and lamb stew served with Rice Pilaf and rice pudding for dessert. Simply amazing!
Class will be held at the HCC MGM Culinary Arts Institute
Fee: $149.00

Wine Tasting - Classic White Wines
FOOD 105 1 session
CRN 16826  SEC 51  Feb 27  6-8pm
This class will focus on classic white wines, including Chardonnay, Sauvignon Blanc and Riesling. We’ll learn about them and taste white wines from throughout the world side by side to see how they’re similar as well as different. We’ll also pick our favorite wine for the class and then taste a similar wine in the final class. Class will be held at the HCC MGM Culinary Arts Institute
Fee: 49.00

Wine Tasting - Classic Red Wines
FOOD 105 1 session
CRN 16828  SEC 52  Mar 12  6-8pm
This class will focus on classic red wines, including Cabernet Sauvignon, Pinot Noir and Merlot. We’ll learn about them and taste white wines from throughout the world side by side to see how they’re similar as well as different. We’ll also pick our favorite wine for the class and then taste a similar wine in the final class. Class will be held at the HCC MGM Culinary Arts Institute
Fee: 49.00

Wine Tasting - Sparkling Wines & Student Selection
FOOD 105 1 session
CRN 16829  SEC 53  Apr 9  6-8pm
This class will focus on different types of sparkling wines, including Champagne, Cava and Prosecco. How are these wines made? Why do they taste different? And what do they pair well with? And finally, based on the first two classes, we’ll taste one white and one red based on which types of wines students want to learn more about.
Class will be held at the HCC MGM Culinary Arts Institute
Fee: $49.00
Home and Garden

Getting to Know Your Sewing Machine with Andrea Zax

HOME 025 (1 session)

CRN 16850  SEC 51  Feb 13  T  6:00 p.m.-9:00 p.m.

In this one shot class Andrea will be a resource for students to help them understand how to use their sewing machines. Beginners will leave confident of how to thread their own machine, wind a bobbin and sew a simple draw string bag. The first half of the class will feature one on one interaction with students to make sure they can thread and wind a bobbin. Following the threading can be challenging at first. As students become more familiar with the threading they will move on to some stitching of straight lines to get better control of the speed and how the fabric and machine work together. Fabric and drawstrings will be provided. Students will also learn how to make a drawstring bag with step by step instruction. If time permits, we may also explore zig-zag stitches, hem stitch and zipper foot. Sign up for this interactive beginners class now!
Instructor: Andrea Zax
Fee: $39.00

Sewing for Beginners with Andrea Zax

HOME 026 (4 sessions)

CRN 16849  SEC 51  Feb 27-Mar 19  T  6:00 p.m.-8:00 p.m.

If you have always wanted to sew and feel you need some hands on guidance come to this class. Do you want to make a pillow, placemats or hem some pants? Bring your sewing machine, project ideas and come to this class. We will review how to thread and set up your machine and then start sewing! Bring some woven cotton or cotton blend fabric, thread to match, scissors for fabric, seam ripper, measuring tape, pins, a note book to write in and enthusiasm to sew! Instructor Andrea Zax.
Fee: $99.00

Languages

Conversational Polish 1
LANG 007 (7 sessions)

CRN 16234  SEC 51  Apr 4-May 16  Th  6:00 p.m.-8:00 p.m.

An introduction covering the first building blocks needed for achieving proficiency in speaking and understanding Polish including a review of Polish culture, customs, history, and Polish influences throughout the world. You’ll finish the workshop having had some degree of success in conversing in Polish. Instructor: Karolyna Kopczynski.
Fee: $179.00

Conversational French 1
LANG 005 (7 sessions)

CRN 15713  SEC 51  Feb 20-Apr 2  T  6:00 p.m.-8:00 p.m.

Introduction to the French culture via fun conversations. The goal of the class is to cover different topics such as introducing yourself, talking about your family, making arrangement for a trip... The first building blocks needed for achieving proficiency in the French language will be emphasized. We’ll also review culture, customs and French influence around the world. Gain more confidence in conversing in French. Instructor Ingrid Vega.
Fee: $179.00

Conversational French 2
LANG 006 (7 sessions)

CRN 15714  SEC 51  Apr 9-May 21  T  6:00 p.m.-8:00 p.m.

Introduction to the French culture via fun conversations. The goal of the class is to emphasize the ability of each student to discuss topics such as holidays, services and travel using everyday expressions. The class will prepare you with the basic foundation for a safe and fun “sejour” in France or other francophone countries. At the end of the course, you will have a better understanding of the French culture and will be more confident in conversing in French. Suggested prerequisite: a basic knowledge in French grammar. Instructor Ingrid Vega.
Fee: $179.00

Basic Conversational Spanish 1
LANG 008 (7 sessions)

CRN 15721  SEC 51  Feb 8-Mar 21  Th  6:00 p.m.-8:00 p.m.

An introduction to basic Spanish language. Covering words, phrases, asking questions and providing answers. The first building blocks needed for achieving proficiency will be emphasized. Finish the workshop having some confidence in speaking Spanish. Instructor: Karolina Kopczynski.
Fee: $179.00

To sign up online or for complete course descriptions: www.hcc.edu/bce
Spanish for Healthcare
LANG 043 (10 sessions)
CRN 16711  SEC 51  Feb 21-Apr 24  W  6:00 p.m.-8:00 p.m.
Designed for healthcare professionals, case workers, and staff, to develop your fluency, pronunciation and oral comprehension in the local dialect of Spanish. Intended for individuals with little or no knowledge of Spanish. Contextualized for medical and health related settings. Basic grammatical structures will be used to communicate needs, desires, preferences, and basic personal information such as health issues, medical concerns and pain management. Customs and cultural insights will also be presented.
Instructor Karolina Kopczynski.
Fee: $284.00

Legal / Estate Planning

Core Estate Planning
LEGL 012 (1 session)
CRN 16835  SEC 51  Apr 11  Th  6:00 p.m.-7:00 p.m.
Attorney Jackson recommends that everyone have a Will, Power of Attorney and Health Care Proxy, the Core Estate Plan. Attorney Jackson will explain the importance of each document.
Fee: $39.00

De-Mystifying Trusts
LEGL 013 (1 session)
CRN 16836  SEC 51  Apr 18  Th  6:00 p.m.-7:00 p.m.
What is a Trust? What are the different types of Trusts? How can I decide whether or not I need a Trust? Attorney Jackson will answer these questions.
Fee: $39.00

Saving Your Home from the Nursing Home Bill
LEGL 014 (1 session)
CRN 16837  SEC 51  Apr 25  Th  6:00 p.m.-7:00 p.m.
Attorney Jackson will explain the use of an Irrevocable Income Only Trust (IIOT) to save the home from the nursing home bill. The presentation will explain the MassHealth rules and provide tips and traps to avoid.
Fee: $39.00

Estate Planning, Trusts, Saving your Home from a Nursing Bill
LEGL 015 (3 sessions)
CRN 16838  SEC 51  Apr 11-25  Th  6:00 p.m.-7:00 p.m.
This session includes all topics: Core Estate Planning, De-Mystifying Trusts and Saving Home from Nursing Bill. This session allows you to register only if you decide to attend all three programs and pay the discounted price of $90.
Fee: $90.00

5 EASY WAYS TO REGISTER

1. ONLINE
hcc.edu/bce

2. WALK-IN  8:30am-3:30pm
Kittredge Center
2nd Floor, Lobby

3. CALL
413.552.2500
8:30 a.m.–3:30 p.m.

4. FAX
413.552.2745

5. MAIL
Business & Community Education – Kittredge Center -K211
303 Homestead Avenue
Holyoke, MA 01040
Tech Hub Provides Free Digital Skills and Technology

Tech Foundry, in partnership with Holyoke Community College, has opened the new Tech Hub at the HCC Picknelly Adult and Family Education Center, located at 206 Maple Street, Holyoke.

**TECH HUB OFFERS:**
- free services and classes
- digital skills training workshops
- walk-in IT support and troubleshooting
- Internet connectivity consultations
- computer distribution (free in limited quantities)

Tech Hub is a program of the Springfield-based nonprofit Tech Foundry, the regional leader in IT workforce development and training. Tech Hub was started in 2023 as part of a state-wide initiative of the Western Massachusetts Alliance for Digital Equity.

**Tech Hub will be open noon to 6 p.m. on Tuesdays, Wednesdays, and Thursdays, with classes held from noon to 1 p.m. and 5-6 p.m.**

Visit techhubmass.net to learn more, sign up for classes, and access Tech Hub help-desk support.
Help nurture your child’s curiosity and creativity.

Check out BLACKROCKET online programming for youth aged 8 to 14.

Register here for online programs: blackrocket.com/online/HOL
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<tr>
<th>CERTIFICATES</th>
<th>DEGREES</th>
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<td>Cannabis Cultivation Child Development</td>
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<td>Communication</td>
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<td>Developmental Disabilities Direct Support</td>
<td>Communication, Media &amp; Theater Arts</td>
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<td>Early Education and Care</td>
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<td>Practical Nursing</td>
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<td>Veterinary Assistant</td>
<td>Education - Secondary Engineering</td>
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<td>*Nursing, Practical Nursing, Radiologic Technology and Veterinary Technician programs have a competitive admission process and require attendance at a mandatory information session, offered each month. Check hcc.edu/explore for a listing of information sessions for your program of interest.</td>
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### CERTIFICADOS
- Contabilidad
- Estudios de Toxicomanía
- Cultivo de Cannabis
- Desarrollo Infantil
- Energía Limpia
- Trabajador de Salud Comunitaria
- Artes Culinarias
- Ciberseguridad
- Estudios de la Sordera
- Discapacidades del Desarrollo Apoyo Directo
- Trabajador de Cuidado Directo
- Diseño Gráfico
- Gestión de Hotelería
- Gestión de Recursos Humanos
- Servicios Humanos
- Bebé/Niño Pequeño y/o Preescolar
- Mercadeo
- Asistente Médico
- Facturación y Codificación Médica
- Estudios de Salud Mental
- Interpretación Musical
- Enfermería Práctica
- Asistente de Veterinario

### TÍTULOS
- Contabilidad
- Tecnología Aplicada
- Neurociencia del Comportamiento
- Biología
- Biotecnología
- Administración de Empresas Química
- Estudios Infantiles y de Familia
- Energía Limpia
- Comunicación
- Comunicación, los Medios y el Teatro
- Informática
- Asistencia al Usuario Informático
- Escritura Creativa
- Justicia Penal
- Pensamiento Social Crítico
- Artes Culinarias
- Ciberseguridad y Análisis Forense Digital
- Estudios de la Sordera
- Cuidado y Educación Temprana
- Educación - Primaria
- Education - Secundaria Ingeniería
- Inglés
- Ciencias Ambientales
- Fundamentos de la Salud Geociencia
- Gráficos
- Gestión de Hotelería
- Gestión de Recursos Humanos Servicios Humanos Tecnología Informática
- Estudios Latinos
- Artes Liberales y Ciencias Mercadeo
- Matemáticas
- Música
- Recursos Naturales Enfermería*
- Física
- Psicología
- Tecnología Radiológica* Sociología
- Gestión Deportiva
- Artes Teatrales
- Universidad sin Barreras Técnico
- Veterinarian*
- Artes Plásticas

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*Los programas de enfermería, enfermería práctica, tecnología radiológica y técnico veterinario son competitivos y requieren la asistencia a una sesión de información obligatoria ofrecida cada mes. Consulta [hcc.edu/explore](http://hcc.edu/explore) para la lista de sesiones de información sobre el programa que te interesa.
Job Titles: Product Designer, UX Designer, UX/UI Designer, Jr. UX/UI Designer, Marketing Coordinator, Project Coordinator, UX/UI Copywriter, Technical Operations Manager, Strategic Account Manager

The Opportunity: Immerse yourself in the world of UX/UI (product) design by learning the research methods and design practices used by industry professionals to change your career into a high-demand, high-growth, and high-paying industry. Obtain not only a technical and design education but also develop critical skills to obtain a successful and sustainable career! Our UX/UI graduates see an average salary increase of 30.75% upon graduation ($12,300 on average).

UX/UI Bootcamp:
- **Duration:** 12 Weeks
- **Time Commitment:** Full-Time; Mon - Fri 9 AM - 5 PM (EST)
- **Total Hours:** 480
- **Cost:** $10,000

In addition to learning skills that employers need for UX/UI candidates, our graduates are job-ready upon graduation with the assistance of our Career Services team. While in class, our students learn about the design industry, career pathways, the job market, and the job search process. They also receive a customized job search strategy and unlimited 1:1 career coaching. Alongside technical instruction and Career Services, students develop their interpersonal skills through collaboration. They work on a real-world project with a real company that further enhances their experience in speaking the industry language and building the skills necessary to contribute to a team effectively. Network weekly with guest speakers from the industry where we hear from different UX/UI designers, managers, and more!

What You Will Learn: User interface (UI) design is the process of creating the outward-facing appearance of a website or application, while the process of gathering research and using data to inform design decisions is referred to as user experience (UX) design. In this course, you will learn both. Starting with the fundamentals, you will quickly advance through topics of increasing complexity, applying creative problem-solving skills to design and iterating on your designs based on research. You will learn how to defend your designs with data using the performance metrics you create. Lastly, you will leave this course knowing how to clearly implement every step of the design process, from concept to full-scale design prototypes.

Software Development Ignition:
- **Duration:** 10 Weeks
- **Time Commitment:** Part-Time; Mon & Wed 6 PM - 9 PM (EST)
- **Total Hours:** 60
- **Cost:** $4,000

The Opportunity: JavaScript Ignition is an introductory course perfect for anyone new to the field or just starting out. This course is designed for people who are interested in exploring coding as a career or for professionals who are already working in technology that will benefit from learning the practical and highly sought-after skills taught in this course.

What You Will Learn: User interface (UI) design is the process of creating the outward-facing appearance of a website or application, while the process of gathering research and using data to inform design decisions is referred to as user experience (UX) design. In this course, you learn both. Starting with the fundamentals, you will quickly advance through topics of increasing complexity, applying creative problem-solving skills to design and iterating on your designs based on research. You will learn how to defend your designs with data using the performance metrics you create. Lastly, you will leave this course knowing how to clearly implement every step of the design process, from concept to full-scale design prototypes.
Ignition is a 10-week, part-time course hosted during the evenings twice per week. Each week you will learn a new concept that guides you through the basics of JavaScript programming to an intermediate level. Along the way, you will be working through projects of increasing complexity as you advance into your final project - a fully functioning web application. You will learn to code with JavaScript, functions, logics, input/output, data structures, the World Wide Web, client-side coding, server-side coding, and advanced layouts with CSS.

**Software Development Bootcamp:**

- **Duration:** 12 Weeks
- **Time Commitment:** Full-Time; Mon - Fri 9 AM - 5 PM (EST)
- **Total Hours:** 480
- **Cost:** $10,000

- **Duration:** 24 Weeks
- **Time Commitment:** Part-Time; Tues & Thurs 6 PM - 9 PM, Sunday 1 PM - 7 PM
- **Total Hours:** 480
- **Cost:** $10,000

**Job Titles:** Web Developer, Software Engineer, Jr. Software Engineer, Jr. Web Developer, Customer Support Specialist, Customer Success Specialist, Software Developer, Software Support Developer, Associate Developer

**The Opportunity:** There is no better time than now to jump into the world of software development! As the world becomes increasingly reliant on technology, the demand for programming skills is at an all-time high. Our grads see an average increase in salary of $15,000 in their first job after graduation, and salaries only continue to grow from there. This program teaches the most widely used programming language in the world - JavaScript. Companies big and small, including Google, LinkedIn, Facebook, and Netflix all use JavaScript to power parts of their web applications.

**Program Benefits:** In addition to learning in-demand skills, our graduates are job-ready upon graduation with the assistance of our Career Services team. While in class, our students learn about the tech industry, career pathways, the job market, and the job search process, and receive a customized job search strategy and unlimited 1:1 career coaching. Alongside technical instruction and Career Services, students develop their interpersonal skills through collaboration, where they work on a real-world project with a real company that further enhances their experience in speaking the industry language and building the skills necessary to effectively contribute to a team. Network weekly with guest speakers from the tech industry where we hear from different software developers, web designers, and development managers. See what code looks like in real technical environments, and discuss interviewing techniques, career pathways, and much more.

**What You Will Learn:** Over the course of 12 weeks, you will learn how to build, test, and deploy software applications using JavaScript on the client- and server-side of an application (front-end + back-end). Starting with fundamentals, you will quickly move into more complex programming concepts that are solidified through challenges, such as pair programming, weekly projects, lab exercises, and code reviews. The projects you create throughout the course will be used to build your portfolio which will serve as a showcase of your work and a valuable asset to your post-bootcamp job hunt. You will learn how to code with JavaScript, web design, responsive layout, client-side programming, server-side programming, React apps, and databases, plus several professional and soft skills from collaborating with teams and working with Career Services.
We want you to have a successful start to your college career.
That’s why we have so many programs and services designed to make your first year experience the best it can be. Think of them collectively as your college toolkit, with all the resources you need to succeed brilliantly.

What’s included?
• New student orientation
• Academic advising
• Career exploration workshops
• Group and individual tutoring
• First year learning communities
• Resource Fairs
• Identity and special interest clubs

There’s a place for you at HCC.
You’re one of a kind, with your own interests, your own unique history. At HCC, we strive to create an inclusive, respectful and welcoming environment—a place where we can learn from our differences, where all members of our community feel valued.

Come find your place at HCC.
At HCC, you’ll find a multitude of ways to deepen your understanding of a subject, and a multitude of learning environments.

Ready for a challenge?

HONORS
Honors grads go to colleges and universities such as Amherst, Smith, Wellesley, Mount Holyoke, Cornell and Brandeis. Special benefit: Honors grads get automatic acceptance into honors programs at all Massachusetts state colleges and universities.

LEARNING COMMUNITIES
The name says it all. Team-taught, interdisciplinary courses that view one theme through multiple lenses. For example, “The Causes and Consequences of Hunger and Homelessness,” taught by an English professor and an economics professor.
Corporate and Professional Education
HCC offers a variety of classroom and online courses to help people develop skills to start a new career or enhance existing career skills. Earn a certificate, update industry credentials or start on a path toward a degree.

- Business, Entrepreneurship, Leadership, Marketing and Team Building
- Computers and Technology
- Occupational Training
- Testing
- Customized Professional Development

Personal Enrichment
Educational, inspirational, and fun courses to enhance skills, build hobbies or generally improve your personal life.

- Arts, Music and Dance
- Baking and Cooking
- Health and Fitness
- Home and Garden
- Languages
- Life Long Learners
- Money and Investment
- Outdoor and Leisure
Classes may be delivered as live in-person or live remote sessions, or blended. Register Online: hcc.edu/bce

How’d you hear about us? Please check all that apply.

- On HCC’s website
- Mailings about courses or programs
- Email
- Ad or story in newspaper/radio
- Received Community Education course bulletin...
  - in mail
  - on campus
- Social media
- Other (please indicate): _____________

About you:

Last name: __________________________ First name: __________________________

Date of birth: ____________ Phone: __________________________ Email: __________________________

Street address: ________________________________________________________________

City: __________________________ State: ____________ Zip code: __________________________

I have read and understand the refund policy, available at hcc.edu/bce:

Signature: __________________________

Class selections:

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Payment:

We accept personal checks, money orders, MasterCard, Visa, and Discover. Complete all items below if you are charging a course or registering by fax. Please do not send cash.

- Visa
- MasterCard
- Discover
- Check
- Money Order

Card number: __________________________ Expiration date: __________________________

Signature: __________________________

We strongly encourage you to use a credit/debit card for your transactions, registrations by mail may be delayed.

Questions?

hcc.edu/bce 413.552.2500

Register Online: hcc.edu/bce
Professional Development & Personal Enrichment Courses

Classes Begin in January 2024. Register Now at hcc.edu/bce

Questions? 413.552.2500