Professional development, fun personal enrichment courses, and youth programming.

FALL

2025

Grow your career and enrich your life with courses at Holyoke Community College. **Register today.**





HOLYOKE COMMUNITY COLLEGE

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Course Registration Information

Community Education courses fill fast. We suggest you register at least two weeks before the class start date, or by registration deadline if noted. If space is still available in a class, HCC can accept registration for most classes up to the business day before a class starts.

CLASS SCHEDULES

Class dates are subject to change. Please check the website (www. hcc.edu/bcs) for the latest updates, and be sure to check with the instructor on the first day of class. Classes are not held on state and national holidays, and individual instructors may make other adjustments.

FEES

Fees for materials are now included in the tuition price unless specifically noted.

REFUND POLICY FOR NON-CREDIT COURSES

Courses with six or more meetings:

- 1. By the Friday before the first class meeting, 100% of all tuition, less \$30.
- 2. After the Friday before the first class meeting but before the third class meeting 50% of the course cost.
- 3. No refund will be granted after the start of the third class meeting.
- 4. Courses with five or fewer meetings:
- 5. Refunds are available only if the student withdraws by the Friday before the first class meeting, less 25% of course cost, but not to exceed \$25.
- Youth Programs: By the Friday before the first class meeting, 100% of tuition. No refunds will be granted after the start of the program.

Please note that a \$20 fee will be charged for returned checks. All returned checks not made good will be referred for collection.

COURSE CANCELLATION

Low enrollments can necessitate course cancellations. HCC will attempt to notify students whose class has been cancelled and help them choose another course or obtain a refund. Your completion of 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

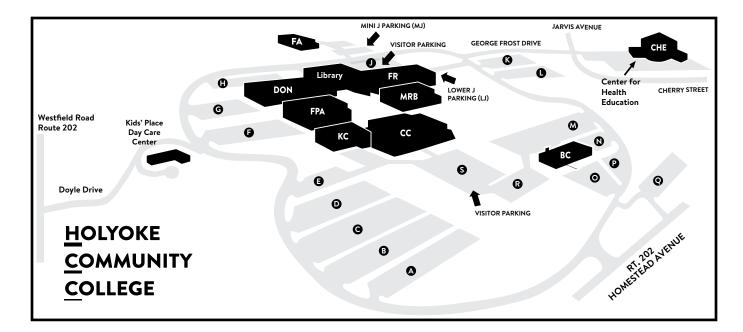
Present waivers at the time of registration. Waivers are not accepted by telephone, Fax, mail, or online. For non-credit courses, full-time state employees, their spouses and dependent children up to age 25 are eligible for tuition remission of 50 percent of tuition only for any non-credit course(s) 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 companyagency letterhead including the student name(s) and the amount to be paid.

Sign up for classes at hcc.edu/bcs

<u>H</u>OLYOKE <u>COMMUNITY</u> <u>C</u>OLLEGE



Map Key		Build	ding Key	
		BC	David M. Bartley Center for	Athletics and Recreation
		сс	Campus Center	ACT Center, Admissions, Assessment Center, Book Store, Student Activities
		CHE	Center for Health Education	n
A	Building	DON	Donahue	POD Cafe, Library, OSDDS, CAPS, ESL, TRIO, Veteran Services
		FPA	Fine and Performing Arts	Leslie Phillips Theater, Forum Cafe
Parking Lot Road		FR	Frost	Administration, Financial Aid, New Directions, Student Accounts, Student Records, Public Safety, ALANA
		KC	Kittredge Center for Busine	ess and Workforce Development
				Thrive
		MRB	Marieb	Health and Life Sciences
		FA	Public Safety	Facilities

Parking Lots

STUDENTS (Permit required)

Day Parking: 6 a.m. - 4 p.m. A, B, C, D, M, N, O, P, Q, R, S Evening Parking: 4 p.m. - 11 p.m. A, B, C, D, E, F, H, K, L, M, N, O, P, R

Students may not park in Upper J, Mini J, or H lot at any time.

STAFF (Permit required)

Day Parking: E, F, H, K, L • Evening Parking: G, J, L

VISITORS

E, J, S • for Special Events: F • Handicapped: G (Permit required)



Visit campus today! Scan this code for our map.

Locations

Holyoke:

Center for Health Education 404 Jarvis Ave., Holyoke, MA 413.552.2467

HCC MGM Culinary Arts Institute Cubit Building, 164 Race Street, Holyoke, MA 01040 HCC Adult Learning Center Picknelly Adult and Family Education Center (PAFEC) 206 Maple St., Holyoke, MA 01040 413.552.2990 ext. 3 Free HiSet instruction, academic advising and basic computer skills, during the evening throughout the year.

Ware:

Education to Employment (E2E) Center 79 Main Street, Ware, MA 01082 413.277.0294 Workforce training programs, personal enrichment classes, civic events, and student support activities.

HCC English for Speakers of Other Languages

Classes offered in Springfield, West Springfield, downtown Holyoke, on-campus, and online 413.552.2999 Free English for Speakers of Other Languages (ESOL) instruction, career and academic advising, training programs, and basic computer skills during the day and evening throughout the year.



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

Conference Services & Facilities Rentals

THE KITTREDGE CENTER FOR BUSINESS AND WORKFORCE DEVELOPMENT



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 **413.552.2500** or visit us online at hcc.edu/about/space-reservations



CERTIFICATE AND 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 Tehnician *
- 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

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/bcs.



*= Funding available for unemployed and low-income workers through the Department of Labor and Workforce Development and the Department of Transitional Assistance





^{CRER 003} Get Paid To Talk / An Introduction to Voice Over

CRN 26134 SEC 51 Aug 13 W 6:30 p.m.8:00 p.m.

From audio books to advertisements and beyond, we encounter recorded voices everywhere! In this onenight, live online class, your instructor will take you behindthescenes in the voice over field for a fun and realistic look at how the voice over field really works. You'll gain inside perspective on developing skills, and how to leverage your voice's strengths and interests, and more. Because this class is live, you'll have the opportunity to ask questions! Additionally, there will be a chance for a one-on-one script read with the instructor.

Fee: \$45.00



HLTH 082 Introduction to Golf

CRN 26145	SEC 51	May 7Jun 4	W	10:00 am-11am
CRN 26146	SEC 52	Jun 18Jul 16	W	10:00 am-11am
CRN 26147	SEC 53	Aug 6Sep 10	W	10:00 am-11am
CRN 26148	SEC 54	May 1Jun 12	Th	5:30 p.m.6:30 p.m.
CRN 26149	SEC 55	Jun 26 Jul 24	Th	5:30 p.m.6:30 p.m.
CRN 26150	SEC 56	Aug 7Sep 11	Th	5:30 p.m.6:30 p.m.
CRN 26151	SEC 57	May 3Jun 7	Sat	10:00 am-11am
CRN 26152	SEC 58	Jun 21 Jul 26	Sat	10:00 am-11am
CRN 26153	SEC 59	Aug 9Sep 20	Sat	10:00 am-11am.

This introductory class is designed for golfers

that have never played. In five one-hour long sessions, Marissa will cover everything you need to know to play your first round of golf. Classes will cover the basics of the golf swing, putting, short game techniques, rules and etiquette. She will also discuss what you need to golf, therefore it is recommended that you do not go out and buy clubs until you have started this class. A workbook/reference guide will be provided. Golf clubs are not needed but clubs/sets will be recommended upon request. Classes will be held at Twin Hills Country Club, Longmeadow MA.

Please Note: Dress Code Policy (while practicing or playing golf) To ensure a comfortable atmosphere, Twin Hills Country Club requires a specific dress code of proper golf attire for all members and guests. Men should wear a collared shirt, pants or golf shorts. No cargos or cutoff shorts or jeans allowed. Shirts must be tucked in and hats forward.

Women golfers often wear pants, skirts or golf shorts. No jeans, leggings, racer back or tube tops, short shorts or short skirts allowed. No class on August 23 and 30. Fee: \$199.00



YUTH 008 (5 sessions) Youth Soccer Clinic (ages 7-17)

CRN 26038S EC 51 Jul 28Aug 1 MTWThF 9:00 a.m.-3:00 p.m.

A comprehensive soccer clinic for young athletes taught by Rob Galazka, head coach of the HCC women's soccer team with assistance from top college soccer players. The clinic stresses basic and advanced skills with plenty of one on one instruction. Focus on technical and tactical skills.

Note: Students can only be registered if their

actual age matches the advertised age range of the class. If a registration is received that does not comply, we will have to cancel the registration and issue a refund.

Instructor Robert Galazka. Fee: \$299.00

Python Programmers (age 8-10)

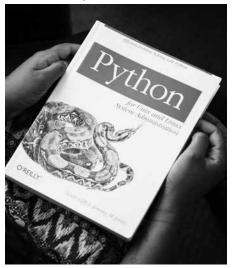
CRN 26137 SEC 51 Aug 4 8 MTWThF 9:00 a.m.12:00 p.m.

Python Programmers (age 11-14)

CRN 26138 SEC 52 Aug 4 8 MTWThF 1:00 p.m.4:00 p.m.

Want to learn the world's fastestgrowing programming language favored by Google, NASA, YouTube, and the CIA? Learn how to code with Python to create engaging apps and games. Each lesson takes you stepbystep on a programming path that will let you challenge friends with fun content you create from start to finish! Returning students can create more advanced projects that build on previous years. Students will work in pairs or teams for most of the program.

Instructor Brittany Pietskowski



Fee: \$199.00

YUTH 109 (5 sessions) Make Your First Video Game (age 8-10)

CRN 26087 SEC 51 Jul 21-25 MTWTh F9:00 a.m.12:00 p.m.

Make Your First Video Game (ages 11-14)

CRN 26088 SEC 52 Jul 2125 MTWThF 1:00 p.m.4:00 p.m.

In this BlackRocket classic, you will go well beyond the limitations of the traditional 2D game design classes and create an immersive 3D world. Students will learn the physics behind 3D games, explore beginner event scripting, level design, controlling the flow of gameplay, and storytelling. Student projects will be available on a passwordprotected BlackRocket website to share with friends and family. Projects are only compatible with Windows devices. Students will work in pairs or teams for most of the program. Note: Students can only be registered if their actual age matches the advertised age range of the class. If a registration is received that does not comply, we will have to cancel the registration and issue a refund.

Instructor Brittany Pietskowski Fee: \$199.00

YUTH 110 (5 sessions) ROBLOX Coders (age 8-10)

CRN 26085 SEC 51 Jul 14-18 MTWThF 9:00 a.m.12:00 p.m.

ROBLOX Coders (age 11-14)

CRN 26086 SEC 52 Jul 14-18 MTWThF 1:00 p.m.4:00 p.m.

Discover the Lua coding language while designing experiences in ROBLOX®, an online universe where you can create anything you dream of. This class combines game design concepts, coding, and fun! New developers will learn to use Roblox's Studio software to reimagine the popular game genres with your own custom code! Studentcreated games will be available on a passwordprotected Black Rocket website to share with friends and family. Students will work in pairs or teams for most of the program. Note: Students can only be registered if their actual age matches the advertised age range of the class. If a registration is received that does not comply, we will have to cancel the registration and issue a refund.

Instructor Brittany Pietskowski Fee: \$199.00

YUTH 115 Youth Culinary Arts Exploration with Chef Benton (ages 11-14)

CRN 26157 SEC 51 Jul 7-11 MTWThF 9:00 a.m.-12:30 p.m.

			12:30pm - 4pm
CRN 26142	SEC 52 Jul 14-18	MTWThF	9:00 a.m12:30 p.m.
			12:30pm - 4pm

This one-week program focuses on full immersion, from kitchen safety to real skill building. With a clean straight-forward curriculum designed to cover all things savory. We will pull unique recipes from countries all over the world. No kitchen experience required, just that they love to cook. Please bring a food safe container to bring any leftovers home.

Instructor Maureen Benton. Fee: \$229.00

Youth Professional Baking with Chef Benton (ages 11-14)

CRN 26141	SEC 52 Jul 7-11	MTWThF	9am - 12:30pm
			12:30 p.m.4:00 p.m.

CRN 26140 SEC 51 Jul 14-18 MTWThF 9am - 12:30pm 12:30 p.m.4:00 p.m.

In this one-week program we will learn the secrets of top shelf baking, you will create delicious pastries from around the world and learn what it takes to plate a beautiful dessert, worthy of a master pastry chef! Please bring a food safe container to bring any leftovers home.

Instructor Maureen Benton. Fee: \$229.00



CRN 26132 SEC 51 Jul 28-Aug 1 MTWThF 9:00 a.m.12:00 p.m.

Al Adventure - Introduction to Machine Learning (ages 11-14)

CRN 26133 SEC 52 Jul 28-Aug 1 MTWThF 1:00 p.m.4:00 p.m.

Explore the world of artificial intelligence to design fully interactive games and experiences using cuttingedge technology. This program combines artificial intelligence with coding to create an unforgettable learning adventure. Students will construct machine learning models that use image and text recognition within blockbased coding software to build a portfolio of projects. Studentcreated projects will be available on a passwordprotected Black Rocket website to share with friends and family. Students will work in pairs or teams for most of the program.

Fee: \$199.00 YUTH 118 Lets Brunch! with Chef Swanigan (ages 9-15)

CRN 26135 SEC 51 Jul -711 MTWThF 9:00 a.m.3:00 p.m.

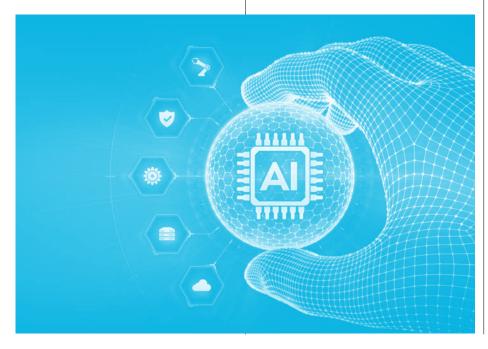
Join Chef Diana as she teaches you how to make and enjoy exquisite meals, all from the comfort of our kitchen! Each day will feature exciting options that students can recreate on their own at home as they explore their culinary skills! Examples include Omelets with various choice of fillings, house-made focaccia breakfast sandwiches, French toast casserole with toppings, cowboy quiche, pancakes from scratch & fruit & yogurt parfait. Please bring a food safe container to bring any leftovers home. Instructor Diana Swanigan. Fee: \$399.00

YUTH 118 Travel the world with Chef Swanigan (ages 9-15)

CRN 26136 SEC 52 Jul 14-18 MTWThF 9:00 a.m.3:00 p.m.

Join Chef Diana as she teaches you how to make and enjoy exquisite dishes from every destination, all from the comfort of our kitchen! Each day will feature exciting options that students can recreate on their own at home as they explore their culinary skills! Each day we will explore dishes from either Mexico, Italy, China, India & USA. Students will learn how to make beef tacos/ burritos, pico de gallo, guacamole, spaghetti and meatballs, garlic bread, salads, veggie fried rice, chicken spring rolls, green bean basmati rice, coconut chicken curry, garlic naan, macaroni and cheese, buttermilk fried chicken & sweet cornbread muffins! Please bring a food safe container to bring any leftovers home. Seating is limited so sign up today!

Instructor Diana Swanigan. Fee: \$399.00



YUTH 119 Summer Vibes with Chef Swanigan (ages 9-15)

 CRN 26143
 SEC 51 Jul 28-Aug 1
 MTWThF
 9:00 a.m.3:00 p.m.

 CRN 26144
 EC 52
 Aug 4-8
 MTWThF
 9:00 a.m.3:00 p.m.

Let's embark on a vibrant journey to discover the sensory riches of summer through the simplicity of fresh food, celebrating its kaleidoscope of colors, textures, and taste. Orientation will include a general introduction, tour, kitchen safety & general class expectations. At the end of each day there will be time to unwind & socialize, play board games, food trivia, etc., while enjoying a cooling sweet treat until departure. Over the course of the week, learn how to make Lemon Potatoes, Baked Chicken, Mediterranean Salad, Hot Honey Crispy Chicken Sliders, Fresh Cut Spuds, Summer Fruit Salad, Hummus, Baked Pita chips, Grilled Kofta Kebab, Tzatziki, Salad, Honey Mustard Grilled/ Crispy Chicken Wrap, House Made Potato Chips, Fruit Cup, Grilled BBQ Chicken, Potato Salad & Corn On The Cob. Desserts could be any combination of a Slushie, Milk Shakes, Popcorn, Pina Colada or Ice Cream Cones. Seating is limited so sign up today! Please bring a food safe container to bring any leftovers home.

Instructor Diana Swanigan Fee: \$399.00

YUTH 120 Summer Flavors without Borders with Chef VargasGonzalez (ages 12-16)

CRN 26154	SEC 51 Jul 28-Aug 1	MTWThF	9:00 a.m.3:00 p.m.
CRN 26155	SEC 52 Aug 4-8	MTWThF	9:00 a.m.3:00 p.m.

Embark on a culinary journey across America every day as you prepare culturally diverse classic summer dishes for yourselves & your peers. Under the expert supervision and guidance of HCC's culinary team, cook with confidence and master a variety of techniques. From learning and perfecting grilling skills to preparing Mediterraneaninspired dishes that will be bright and delicious, a Soul Food brunch, and executing a southernstyle cookout, this handson experience will not only enhance your cooking skills but also let you experience a sense of community among each other. Enjoy creating dishes like Grilled Chicken Caesar Salad, Chicken and Liege Waffles, Mozzarella stuffed Meatball subs, Shawarma Bowls & Pulled pork sandwiches! Please bring a food safe container to bring any leftovers home.

Instructor Marangelly VargasGonzalez. Fee: \$399.00



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 tocastleworldwide.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 you 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.

Fall 2025



ARTS 008 (7 sessions) Beginning Watercolor Painting

CRN 35952 SEC 51 Sep 2-Oct 14 T 6:15 p.m.-9:15 p.m.

Watercolor with no fear. Embracing the chaos is important when learning watercolor. We will start with very loose paintings and then expand into watercolor sketches. By the end of the session, we will tighten your sketches into finished piece. We will touch on landscapes, still life's, human figures. All levels welcome but it will be geared to beginners. Materials (around \$100) are NOT Included in the tuition fee. The list of materials will be send to students after registering to the class. Instructor: Melissa Pandina. Fee: \$189.00

ARTS 052 (7 sessions) Intermediate Watercolor Painting

CRN 36321 SEC 51 Oct 21-Dec 16 T 6:15 p.m.-9:15 p.m.

Continue you watercolor journey. In this class we will be expanding our technique repertoire. We will also be exploring more complex subject matter like fire, water and reflections. This is a great class to get you out of your comfort zone and bring your skills to the next level while having fun. All skill levels welcome. Instructor Melissa Pandina. Materials \$25-\$100 not included in tuition fee. Students will receive the list of material after registering to the class. No class on November 11 and December 2. Fee: \$189.00

ARTS 076 Introduction to Water Soluble-Oils

CRN 36707 SEC 51 Nov 3-Dec 22 M 6:15 p.m.-9:15 p.m.

Explore Water soluble oil painting with no fear. Best part? We will be walking through a step by step process to create successful paintings each time. Starting with underpaintings and ending in glazing. In the first class you will experiment with brush vs palette knife paintings. We will explore different techniques to get to your desired style. In following classes you will put to use what you learned to create 1 or 2 finished paintings. Best of all, we will be using water soluble products, so no toxic solvents. All levels welcome but class is geared to beginners. Materials around \$100 NOT included. The list of supplies will be emailed to students. Instructor Melissa Pandina. No class on December 1.

Fee: \$189.00

ARTS 077 Beginning Drawing

CRN 36718 SEC 51 Sep 8-Oct 27 M 6:15 p.m.-9:15 p.m.

Can you draw a stick figure? With practice and

instruction, we can easily grow that foundation into drawing realistically. Starting with a basic foundation of primitive drawing, we will create the stepping stones to drawing realistically, and we will have fun doing it. In this class we will explore shapes and shadow, negative space, rudimentary perspective, line quality and composition. All levels welcome but will be geared to beginners. Materials between \$25-\$50 NOT included in tuition. The list of materials will be emailed to students. Instructor Melissa Pandina. Fee: \$189.00

HOME 026 Beginner Sewing with Andrea Zax

CRN 36722 SEC 51 Sep 9-30 T 6:00 p.m.-8:00 p.m.

Would you like to make throw pillows for the couch, a skirt for yourself or something for a baby? In this class Andrea will help you to make your own project. She will show you fabrics that are easier to work with and how to measure and cut fabric. If you want to bring fabric and a pattern to the first class you are welcome to. Woven cotton or cotton blends for a first project are best. Pre-wash any fabric you bring so it won't shrink later on. For throw pillows Andrea suggests using pillow forms, (available at fabric stores). There will be some materials on hand to make pot holders if you aren't sure what you want to make first! What to bring to class: straight pins, sewing scissors, all purpose thread, bobbins, sewing machine, notebook seam ripper, measuring tape, a pencil and a notebook in case you want to take some notes. Fee: \$129.00

HOME 032 Millinery (Hat Making) with Andrea Zax

CRN 36719	SEC 51	Oct 14-Nov 4	Т	6:00 p.m7:30 p.m.
CRN 36721	SEC 52	Dec 1-22	М	6:00 p.m7:30 p.m.

In this class students will learn how to make a hat with buckram. Buckram is a very stiff fabric that has been starched. When you sew wire to the edges of the buckram you can make many strong shapes and yet they can be flexible. Have you ever wanted to make a wide, really wide brimmed hat? Or a tall stove pipe hat? I will teach you the basic techniques to build a sturdy, stable hat. Students will learn how to make a pattern for a hat and complete the hat. Students will learn how to sew wire to the edges of the buckram by hand or machine and then how to cover the hat with the fabric of their choice. Students should bring good fabric scissors, sketchbook, some pins, measuring tape and a ruler. As class progresses students will find fabric of their choice and matching thread. In a 4 week period students will complete a hat from the buckram base to the finished fabric and embellishments of their choice- flowers, feathers, beads etc. Some sewing skills would be helpful. Bring your ideas and enthusiasm Fee: \$119.00

HOME 035 Get to Know Your Sewing Machine with Andrea Zax

CRN 36727 SEC 51 Sep 2

T 5:00 p.m.-8:00 p.m.

Do you have a sewing machine that you would like to become better acquainted with? Did you inherit a machine or buy one on line and need some hands on instruction on how to use it? Then come to this class! Bring your sewing machine with you to this one-day class and learn how to thread your machine and wind a bobbin on your machine. We will explore stitch settings and learn how to use the "free arm", on your sewing machine if it has one. If time allows, we'll also discuss a variety of presser feet included with sewing machines, needle settings, and other options such as sewing a buttonhole. We'll discuss common sewing snags, and show you how best to unravel them. A basic introduction to material and thread choices will be part of our discussion as well. Please bring your sewing machine and manual (if you have one), bobbins, woven cotton fabric, thread, and scissors to class. Fee: \$49.00



CRER 003 (1 session) Getting Paid to Talk: An Introduction to Voice Over

CRN 36323	SEC 51	Oct 9	Th 6:30 p.m8:00 p.m.
CRN 36703	SEC 52	Dec 1	M 6:30 p.m8:00 p.m.

From audio books to advertisements and beyond. we encounter recorded voices everywhere! In this one-night, live online class, your instructor will take you behind-the-scenes in the voice over field for a fun and realistic look at how the voice over field really works. You'll gain inside perspective on developing skills, and how to leverage your voice's strengths and interests, and more. Because this class is live, you'll have the opportunity to ask questions! Additionally, there will be a chance for a one on one script read with the instructor at the end of the class. About The Instructor: With more than 30 years as a voice over artist and voice over producer, your instructor is part of the team at Voice Coaches with clients including major television networks, gaming designers, audio book publishers and more. The class will be presented via Zoom.

Fee: \$45.00

CWD 814 (17 sessions) CISCO I: Introduction to Networks

CRN 35092 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. Note: No class on October 10th Fee: \$849.00

CWD 829 (11 sessions) Preparation for the Real Estate Salesperson's Licensing Exam

CRN 35093 SEC 64 MWTh Oct 9-23 6 pm-9:30pm

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. Licensing test and fees are not included or part of this class. Fee: \$399

CWD 830 (1 session) Notary Public

CRN 35095 SEC 65 W Oct 8 6pm-9:30pm

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 guickly 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

CWD 863 (3 sessions) OSHA 10 Construction Safety

CRN 35114 SEC 64 TBA

This course introduces students to OSHA and the required topics for OSHA construction safety certification. This course is for construction workers, foremen, job supervisors and anyone



involved in the construction industry. Successful completers will receive an OSHA construction safety and health 10-hour course completion card from the Department of Labor. Fee: \$200.00

CERT 017 (60 sessions) Medical Interpreting

CRN 36228 SEC 51 Sep 9-Nov 25 TTh 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 November 11. Fee: \$1,079.00

TECH 010 (4 sessions) Introduction to Quickbooks

CRN 36595 SEC 51 Oct 8-29 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



EXPR 009 (8 sessions) Piano for Pleasure: Private Lessons for Adults

CRN 35248 SEC 51 Sep 8-Nov 3 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. The class will be conducted over Zoom. Instructor: Marie Meder. No class October 13 Fee: \$164.00

EXPR 062 Introduction to Music Technology

CRN 36712 SEC 51 Sep 30-Nov 4 T 6:00 p.m.-8:00 p.m.

Music technology is a broad field of disciplines that includes topics such as recording and mixing, live sound, synthesis, and hardware performance. This course will cover accessible techniques in these fields, focusing on tools that will empower students with the ability to engage with music technology in their lives. Curriculum will include microphones, digital audio workstations (DAWs), musical instrument digital interface (MIDI), live-sound setups, digital and hardware synthesizers, hardware performance, and other topics in music technology based on the interest of the students. By the end of the course students will be able to record and mix audio to produce audio projects, set up and control live sound scenarios, and gain a deeper understanding of electronically-produced music and the hardware used to make it. Instructor Ethan Lindblom. Fee: \$149.00

Fall 2025

HLTH 083 Dance Fusion

CRN 36723	SEC 51	Sep 3-Oct 22	W	6:30 p.m7:30 p.m.
CRN 36724	SEC 52	Oct 29-Dec 17	W	6:30 p.m7:30 p.m.

Come and enjoy this barefooted cardio-dance workout energizing and conditioning your whole body. Dancing and moving to soul stirring music, Dance Fusion blends the precision and strength of the martial arts, the creative joy of the dance arts and the restorative energy of the healing arts. Increase your flexibility, mobility, strength and balance, while reducing your stress and enjoying your workout. All levels are welcome! Instructor Beth Foster. Fee: \$99.00



FOOD 105 (1 session) Wine Tasting: Organic Wines

CRN 36704 SEC 51 Sep 11 Th 6:00 p.m.-8:00 p.m.

Learn more about and taste organic wines from around the world, including great red, white and sparkling organic wines from the US, France and Argentina. Instructor Ken Ross. Fee: \$79.00

FOOD 105 (1 session) Wine Tasting: Rhone Wines

CRN 36705 SEC 52 Oct 16 Th 6:00 p.m.-8:00 p.m.

France's Rhone region has an amazing array of affordable, outstanding wines. In this class, we will taste and learn more about these red and white wines from one of the best wine regions in Southern France. Instructor Ken Ross. Fee: \$79.00

FOOD 105 (1 session) Wine Tasting: California Wines

CRN 36622 SEC 53 Nov 13 Th 6:00 p.m.-8:00 p.m.

Learn more about great affordable wines from throughout California that cost less than \$25 a bottle. We'll taste red, white and sparkling wines from Napa, Sonoma and other lesser-known wine regions in California and learning more about each wine region. Instructor Ken Ross. Fee: \$79.00

FOOD 105 (1 session) Wine Tasting: Holiday Wines

CRN 36706 SEC 54 Dec 10 W 6:00 p.m.-8:00 p.m.

Make your holiday celebrations even more festive with great wines. We'll taste a wide range of red, white and sparkling wines from around the world that go great with holiday feasts, as well as learn more about which wines pair best with many traditional holiday foods. Instructor Ken Ross. Fee: \$79.00

FOOD 115 Unwind & Create: Charcuterie Board Workshop for Adults

CRN 36728 SEC 51 Sep 11 Th 6:00 p.m.-8:30 p.m.

Ready to relax, sip, and get creative? Join us for an evening of charcuterie artistry designed for adults who want to unwind and learn something new! Whether you're a total beginner or a cheese board enthusiast, this hands-on workshop will guide you through the essentials of building a stunning and delicious charcuterie board perfect for your next gathering or cozy night in. Enjoy a welcoming, stress-free environment with soothing music and optional wine pairings. Learn tips and tricks for selecting the perfect meats, cheeses, and accompaniments, plus secrets for beautiful board styling. Create your own personalized charcuterie board to take home (or snack on during class!) and engage your senses and creativity as you arrange, taste, and explore new flavor pairings while you meet fellow food lovers, share laughs, and leave with new skills and inspiration. No experience necessary-just bring your curiosity and appetite! Reserve your spot today and treat yourself to a deliciously relaxing night out! Instructor Chef Diana Swanigan Fee: \$99



FOOD 116 Mediterranean Night: Relax, Cook & Savor!

CRN 36729 SEC 51 Oct 16 Th 6:00 p.m.-9:00 p.m.

Escape for an evening to the Mediterranean, No passport required! In this relaxed, hands-on class, you'll discover how easy and fun it can be to create an inspired vibrant Mediterranean feast. Designed for six groups of two! Whether you're a couple, friends, or family, this experience is all about sharing the joy of cooking and the vibrant flavors of the Mediterranean together while enjoying a glass of wine. On the Menu: • Herbed Mediterranean Rice - Fluffy, citrusy, and fragrant • Beef Kofta - Juicy, spiced meatballs, grilled to perfection • Warm Homemade Naan - Soft, pillowy flatbread, fresh from the skillet • Fattoush Salad - Crisp veggies, toasted pita, and a bright, tangy dressing • Classic Tzatziki - Creamy yogurt dip with cucumber, garlic, and dill What Makes

This Night Special? Enjoy a curated Mediterranean playlist to set the scene and keep things lively while you cook. After cooking, gather around the table to share your creations, swap stories, and savor every bite—just like a true Mediterranean gathering. Whether you're here to learn new recipes, meet new friends, or simply unwind, you'll leave with fresh skills, full hearts, and a taste of the Mediterranean to bring home. Come as you are & let's make it a night to remember! Instructor Chef Vargas-Gonzalez Fee: \$99

FOOD 117 Una Noche En España

CRN 36730 SEC 51 Nov 13 Th (

Th 6:00 p.m.-9:00 p.m.

Escape for the evening with our Surf & Turf Paella Cooking Class; A laid-back night of good food, great company, and Spanish vibes. We'll take you step-by-step through making a delicious paella packed with tender chicken, spicy chorizo, fresh shrimp, mussels, and scallops. No stress, no rush-just easygoing cooking, tasty sips, and plenty of laughs. Whether you're a kitchen newbie or a seasoned foodie, you'll leave with new skills, a full belly, and a little taste of Spain to take home. Learn how to make classic surf & turf paella, mixing juicy chicken, spicy chorizo, and fresh seafood-no experience needed! Enjoy easygoing instruction, plenty of laughs, and zero pressure. We're here for fun, not perfection. Sip on Spanish wine or sangria while your paella simmers (because good cooking deserves good company). Gather 'round the table to dig into your delicious creation, family-style. Cap off the night with a light Spanish dessert and maybe a new favorite recipe to take home. Perfect for a chill night out with friends or a fun date night. Bring your appetite and let's make some magic happen paella style! Instructor Chef Diana Swanigan Fee: \$99

FOOD 118 Uncork, Unwind, and Create: Wine & Tapas Night!

CRN 36731 SEC 51 Dec 10 W 6:00 p.m.-8:30 p.m.

Looking for a fun night out that's all about good vibes, great food, and even better wine? Join us for our Wine & Tapas Enrichment Course: an easygoing, hands-on evening made just for adults who love to eat, drink, and have a blast. Get together with friends, coworkers, or that special someone and dive into making delicious tapas paired with a glass of wine in hand. You'll be part of six lively groups of two, crafting tasty bites that perfectly match your wine, making every moment a tasty celebration. Roll up your sleeves and whip up a range of mouthwatering tapas-from creamy lemon ricotta with grilled peaches to crispy prosciutto croquettes and flaky spinach & feta phyllo. Enjoy your wine as you learn how it brings out the best in each dish-because great food deserves great wine. Whether you're with friends, a date, or coworkers, expect plenty of laughs, new skills, and a chill, festive atmosphere. Walk away



with recipes and wine pairing tips that'll make you the star of your next dinner party or casual get-together. Ready to stir, sip, and savor? Grab your spot for Wine & Tapas Night—where cooking meets fun, wine flows freely, and everyone leaves happy and inspired. Instructor Chef Vargas-Gonzalez Fee: \$99

Languages

LANG 005 Conversational French 1

CRN 36708 SEC 51 Sep 9-Oct 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 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

LANG 006 Conversational French 2

CRN 36709 SEC 00 Oct 28-Dec 16 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. No class November 11. Fee: \$179.00

LANG 008 Conversational Spanish 1

CRN 36710 SEC 51 Sep 23-Nov 4 T 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. The class presented via Zoom. Instructor Karolina Kopczynski.

Fee: \$179.00

LANG 009 (7 sessions) Conversational Spanish 2

CRN 36585 SEC 52 Sep 25-Nov 6 Th 6:00 p.m.-8:00 p.m.

Continuation of level 1 with focus on leaning about family, house, hobbies and other. The class will be presented via Zoom. Instructor Karolina Kopczynski. Fee: \$179.00

LANG 043 Spanish for Healthcare Professionals

CRN 36711 SEC 51 Sep 15-Dec 1 M 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. The class will be presented via Zoom. Instructor Karolina

Kopczynski. No class October 13 Fee: \$284.00



LEGL 017 Powerful Tools to Save the Home and other Assets from the Nursing Home Bill

CRN 36725 SEC 51 Oct 9-23 Th 6:00 p.m.-7:30 p.m.

Students will be given a high-level overview of MassHealth's financial requirements so MassHealth, not the family, pays the long-term care nursing home bill. From that foundation, the following powerful tools will be discussed in detail: The Irrevocable Trust, the Caregiver Child Exception, the Adult Disabled Child Exception, the Medicaid Qualified Annuity, Pooled Trusts, and Long-Term Care Insurance . The instructor will explain the benefits and limitations for each tool. The instructor invites and encourages questions throughout the course. Instructor Atty Karen G. Jackson

Fee: \$179.00



MONY 009 (2 sessions) Retirement Planning

CRN 35395 SEC 51 Oct 21-28 T 6:00 p.m.-9:00 p.m.

Will you be financially ready to retire at the age you're planning? If you haven't started planning, how do you begin the process? In this comprehensive retirement planning course, learn strategies on how to: create your own goals for a successful retirement; plan your retirement income to preserve a comfortable standard of living; transfer the risk of potential losses before and during retirement; remain financially flexible during retirement; reduce or eliminate taxes, expenses, delays and legal challenges with estate planning. Program includes free Text/Reference Guide and Personal Financial Fact Finder. Non-credit tuition includes couples. Instructor Jack Yvon. Fee: \$75.00

MONY 062 (1 session) Social Security Income Enhancing Strategies

CRN 35397 SEC 51 Oct 22 W 6:00 p.m.-9:00 p.m.

Many people start taking social security as soon as possible... but is this the best choice for you? Learn how to maximize your social security and survivor benefits. Strategies for those that are single, married, divorced and widowed will be discussed. Cost of living adjustments, taxation of benefits and working while collecting social security will be explained. Coordinating other retirement accounts with social security distributions and Required Minimum Distribution rules will be explained to assist you in making informed decisions. Workbook included. Instructor: Susan Allen. Fee: \$49.00

MONY 073 Introduction to Financial Literacy

CRN 36713 SEC 51 Sep 23-Oct 14 T 6:00 p.m.-8:00 p.m.

This beginner-friendly session is designed for individuals with little or no prior knowledge of personal finance. Participants will learn basic fundamental concepts such as budgeting, saving, bank accounts, the basics of credit and credit scores, basic insurance needs and debt. The class will use simple language, real-life examples, and interactive activities to help attendees gain confidence in managing their everyday finances. Instructor George Revoir Fee: \$25.00

MONY 074 Building on the Basics

CRN 36714 SEC 51 Oct 21-Nov 18 T 6:00 p.m.-8:00 p.m.

This session builds on the foundational knowledge from the introductory class, introducing more in depth topics such as setting financial goals, understanding interest rates, and the basics of investing. Participants will also explore strategies for managing debt, planning for emergencies, retirement saving options (IRA, ROTH, 401(k) plans) and making informed financial decisions. The class will include practical exercises and discussions to help solidify these essential skills. Instructor George Revoir. No class November 11. Fee: \$25.00

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



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COURSE/CATEGORY	UGI PDF	RAD GRAD Ps PDPs	COURSE/CATEGORY	UGRAI PDPs	D GRAD PDPs
Classroom Management			Early Childhood		
Advanced Classroom Managem	ent 30	40	Infant and Toddler Mental Hea	alth 30	40
Behavior is Language	45	55	Language Acquisition for ESL	45	55
Building School Committees	30	40	Methods and Materials for ESI	L 45	55
Building School Communities	30	40			
Educational Assessment	30	40	Exceptional Education		
Teaching Diversity	30	40	Response to Intervention	45	55
Э.,			Attention Deficit Disorder	30	40
Common Core			Autism and Aspergers Disorde	er 30	40
Reading and Writing in Content	Area 30	40	Learning Disabilities	45	55
Reading Fundamentals #1	30	40	Inclusion	30	40
Reading Fundamentals #2	30	40	Talented and Gifted	30	40
Reading Fundamentals #3	45	55	Social and Emotional Learning	45	55
Understanding and Implementir	na 45	55	Supporting At-Risk Young Lear		
5	5		and Their Families	45	55
Common Core Standards					
Teaching Elementary Math	30	40	Violence, Bullying and Ag	gression	
Six Traits of Writing	30	40	Understanding Aggression	45	55
Secondary Math	45	55	Violence in Schools	30	40
		00	Child Abuse	30	40
Differentiated Instruction			Drugs and Alcohol in Schools		40
Why DI?	45	55	Harassment, Bullying and	30	40
Try DI!	45	55	Cyber-Intimidation in Schools		.0
	10		Traumatized Child	30	40
Undergraduate PDPs:	30 Fee:	\$235	Undergraduate PDPs:	45 Fee: \$2	265
Graduate PDPs:	40 Fee:	\$295	Graduate PDPs:	55 Fee: \$3	314

For detailed course descriptions or to sign up online, go to hcc.edu/bcs



VESI Education Courses



VESI Education (PreSchool, K12)

EDUC 001 Advanced Classroom Management

Focuses on cognitive and cognitivebehavioral interventions with emphasis on teaching students how to change and manage their own behavior. Knowledge and understanding of traditional behavioral concepts and strategies is required. Strongly recommended that participants have completed an introductory behavior management course prior to taking this course.

EDUC 002 Attention Deficit Disorder

Achieve a better understanding of ADD and intervention strategies to facilitate positive student change. Covers the history of the disorder, accepted methods to assess and identify students with the disorder, and various methods, medications, and strategies that are currently used to treat it. For situations in which services beyond what can be provided in the classroom are required, the referral process for getting help for the student will be addressed. Reference materials include a list of resources for both teachers and parents.

EDUC 003 Autism & Asperger's Disorder

This course describes Autism and Asperger's Disorder, including characteristics of these disorders, associated learning styles, communication weaknesses, and various intervention strategies. The course helps the learner understand why individuals with Autism spectrum disorders behave the way they do, and what you can do to enhance more appropriate behavior. This course also lists resources for educators, related service personnel, and parents who want more help or information on Autism and Asperger's Disorder

EDUC 004 Behavior is Language

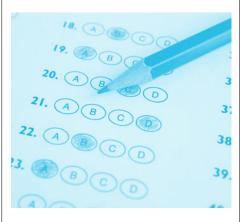
Learn behavioral techniques and intervention strategies that remediate disruptive behaviors, reduce power struggles, increase classroom control, and reduce your workloads and burnout. Helps you, as well as students, find creative, effective solutions to behavioral problems.

EDUC 005 Child Abuse

Encompasses the identification of physical, emotional, sexual, and substance abuse; the impact of abuse on the behavior and learning abilities of students; the responsibilities of a teacher to report or provide assistance to victims of abuse; and methods for teaching students about abuse and its prevention. Discusses family dynamics and working with parents and community agencies. Emphasis is on understanding the special learning needs of the abused or neglected child, and how to meet those needs in the classroom.

EDUC 006 Drugs & Alcohol in Schools

Presents a contextual framework for understanding what students may be experiencing through their own substance use or the impact of substance use around them. Includes a historical perspective along with descriptions of the complex biological, psychological, and social factors that comprise the disease of addiction.



EDUC 007 Educational Assessment

This course is designed to further develop the conceptual and technical skills required by teachers to help them identify their educational goals and implement meaningful instructional strategies for effective learning by students with special needs. The focus of the course is on assessment for instructional programming and will outline procedures for designing or selecting, administering, and interpreting a variety of informal assessment measures typically used in schools. The presentation of assessment information in an acceptable format to parents and teachers is also addressed.

EDUC 008 Harassment & Bullying

Discusses definitions and the personal, social, and legal ramifications associated with sexual harassment, bullying, and cyberintimidation, explore preventative strategies as well as how school staff can address these issues when they occur. A clear understanding of what constitutes harassment and the harmful effects of harassment on people and institutions is essential to providing a safe and inclusive school environment for all.

EDUC 009 Working with Students with Special Needs in Classrooms

This course is designed to help special and general educators gain a better understanding of inclusion, one of the current educational reform movements that advocates educating students with disabilities in the general education classrooms. Upon course completion, the learner will be able to define key concepts and terms, identify and describe federal legislature and court cases, and list and describe the federal definition of students entitled to special services. This course will also discuss the roles and responsibilities of educators in providing special services to students educated in inclusive classrooms.

EDUC 010 Infant & Toddler Health

Understand and identify your role as a child care provider, educator, and early childhood professional. Includes researchbased information on child development, attachment, temperament, and curriculum, and resources for teachers and parents who would like more help or information.

EDUC 012 Reading Fundamentals 1

The first in a threecourse series on effective reading instruction, this course provides background on Reading First as it applies to No Child Left Behind federal legislation. Discusses scientifically based research as it applies to phonetically based instruction, assessment, and evaluation; explores myths and misconceptions concerning reading instruction and remediation; and presents an evaluation checklist to assess the effectiveness of your current reading program.

EDUC 013 Reading Fundamentals 2

Designed to lay the foundation for effective reading instruction, this course will teach you about the elements of effective instruction and the importance of reading instruction. Note: It is recommended that the Reading Fundamentals courses be taken sequentially; however, it is not mandatory that all three courses be taken.

EDUC 014 Reading Fundamentals 3

This course will focus on learning to read, reading to learn, and an introduction to reading assessment. As part of these key areas of reading instruction, the five elements of effective reading instruction will be highlighted, including definitions, implications for instruction, and future directions. Note: It is recommended that the Reading Fundamentals courses be taken sequentially; however, it is not mandatory that all three courses be taken.

*Course requires additional writing assignments. Students must achieve at least an average of 80% in all exams with no exam below 70%.



VESI Education Courses

EDUC 015 Talented & Gifted

Includes identification, referral, assessment, and major program models and methods of differentiating instruction to meet the rate and level of learning of those students in the regular classroom. Also includes current law, the history of the exceptional in education, and resources for teachers and parents who would like more information about the talented and gifted.

EDUC 016 Teaching Diversity

Understand how learning is influenced by individual experiences, talents, disabilities, gender, language, culture, family, and community values, and identify differences in approaches to learning and performance, including diverse learning styles and ways in which students demonstrate learning.

EDUC 017 Traumatized Child

Identify and effectively teach students affected by stress, trauma, and/or violence. Discusses the factors that exist in families and communities where stress and violence are common. Emphasis on understanding and meeting the special learning needs of the student in the regular classroom, and working with parents and community agencies.



EDUC 018 Understanding Aggression

Addresses to the hate, fight, anger, crimes committed and the victims in our schools and society, considers the many forms of aggression, both criminal and otherwise, its costs and motivation, its perpetrators and targets, its likely and unlikely locations, its impact on our schools and children; and, most especially, its several causes and promising solutions.

EDUC 019 Violence in Schools

Provides a foundational understanding of violence and the motivational purposes behind aggression, and investigates the impact of the media, community, and family. You'll receive information on national resources for parents and teachers.



EDUC 020 Teaching Elementary Math Conceptually: A New Paradigm

This course is designed to expand your methodology for teaching Mathematics. The course will explore an innovative teaching model that incorporates strategies for teaching concepts constructively and contextually. The goal is for you to gain a deeper understanding of the underlying concepts of various math topics and to explore the principles of teaching those concepts to learners. This course will focus on the topics of number sense, basic operations, and fractions.

EDUC 022 Differentiated Instruction

Designed to give you an understanding of the framework of and need for creating supportive learning environments for diverse learning populations. In this course you will learn what is meant by Differentiated Instruction (DI) and the common myths associated with creating the differentiated classroom. We will discuss the legal, theoretical, and pedagogical foundations in the field of education that support the utilization of differentiated instructional practices and principles. We will reflect on best practices and national trends in the design of the educational setting to meet the needs of a diverse learning population.

EDUC 024 Reading & Writing Content

Reading & Writing in Content Area offers instruction in teaching reading and writing in various subject matter fields at the secondary level. The material stresses the skills of vocabulary building, comprehension, and writing, as well as methods for motivating adolescents to read and write. The course also provides information on recognizing reading difficulties, assessing textbooks, and the integration of reading strategies within a content area. The strategies taught are aligned with the Praxis Reading Across the Curriculum test guide and the Reading in the Content Area national standards.

EDUC 025 Try D.I.

Try DI! is designed to provide you an opportunity to learn about an instructional framework, Differentiated Instruction (DI), aimed at creating supportive learning environments for diverse learning populations. Students will be presented a method for selfassessment of the extent to which their current instructional approach reflects the perspective, principles, and practices of the DI approach. The course reflects an approach that aligns the principles of DI with the practices of DI. The concept of a "theory of action" will also be provided within a DI context. The course has also been designed to introduce students to a range of strategies associated with a DI approach. Strategies included in this course have been selected on the basis that they are effective in the widest possible range of educational K12 settings.

EDUC 026 Implementing Core Standards

This course, Understanding & Implementing Common Core Standards, has been divided into four chapters. The organization of the course covers the rationale for and design of the

*Course requires require additional writing assignments. Students must achieve at least an average of 80% in all exams with no exam below 70%.

VESI Education Courses



Common Core State Standards, the "Common Core Mindset" practitioners need for successful implementation, and what specific actions can be taken for deeper implementation across settings.

EDUC 031 Response To Intervention

RTI is a process schools can and should use to help students who are struggling with academics or behavior. Even though RTI is primarily linked to special education and the early identification of learning problems, RTI is not just for students in special education. RTI is for all students and is based on the premise that a student might be struggling due to instruction or the curriculum in the past, or in the current classroom. Every teacher will have students who are struggling and whether it's short term or long term, RTI is a valuable tool.

EDUC 034 Six Traits

This course will discuss why writing is important and why teachers should include writing as often as possible in all content areas. The course will also include practical applications for assessing and teaching writing, including teaching students how to selfassess their own writing. The first chapter of this course will discuss why teaching writing is important and give you an introduction to the Six Traits of Writing Model. Through chapters 2, 3, and 4 we will discuss the elements of the Six Traits of Writing Model. Throughout those elements we will look at practical ways to use this model in your classroom.

EDUC 035 Secondary Math

This course will explore an instructional methodology that incorporates strategies for teaching concepts, constructively, and contextually. The goal is for you to gain a deeper understanding of the underlying concepts of various math topics and explore the principles of teaching those concepts to learners. The course will also explore teaching methodologies that support many federal and state standards. This course will focus on the topics of integers, fractions, factoring, and functions.

EDUIC 037 Language Acquisition for ESL

Language Acquisition was written to help teachers understand concepts and terms related to educating students whose first language is not English. This course discusses developmental theories and how they apply to English language learners. The focus of this course is on the process of second language acquisition and the role of the classroom teacher. Included in this course is information about the legal obligations of schools and teachers to provide services and about the types of programs schools might provide. Included is information on communicating with parents/guardians

EDUC 038 Methods & Materials for ESL

Methods & Materials was written to help teachers understand concepts and terms related to educating students whose first language is not English. This course discusses how to apply instructional methods in creating lessons; how to create a motivating and caring learning environment; how to integrate teaching reading, writing, speaking, and listening skills; how to differentiate instruction for English language learners; and how to identify culturally appropriate curriculum and instructional resources.



EDUC 039 Building School Communities

This course helps teachers build genuine bonds between themselves and their students and between students and their classmates, to create "kindred classhomes" with a foundation of acceptance, respect, and shared purpose. For many of our students, our classrooms may be a safe, nurturing refuge...the eye of the hurricane they experience as life. This course will help you develop strategies, rituals, and environmental design skills to create these safe havens of learning: kindred classhomes where students and teachers work together in synergistic ways that benefit all members of the school family. Students will learn how to differentiate for classroom management and discipline similarly to differentiating for students' diverse academic needs. One size does not fit all, but all sizes can fit together.

EDUC 040 Supporting At-Risk Young Learners

This course is designed to help Early Childhood Educators gain strategies to reach and teach young children who are at risk of not meeting their potential. Participants will learn the internal and external factors that place a child at risk, how heredity and environment affect a child's development, the characteristics of various risk factors, and interventions for each risk factor. A major emphasis will be on the family's influence on the child's development and how Early Childhood Educators can work with families to support their child's growth in all areas of development.

EDUC 041 Social & Emotional Learning: Optimizing Learning Environments with Life Skills

Socialemotional learning (SEL) comprises life skills that are foundational to motivation in the classroom and classroom management. Students who have strong social and emotional skill sets will be more successful in the classroom and in life. In this course, students will first examine what SEL is, including the research foundational to SEL. Then students will examine the five SEL competencies-selfawareness, selfmanagement, social awareness, relationship skills, and responsible decisionmaking-and how each of these can be developed first in the classrooms and then in the schools to optimize learning environments. While examining the five SEL competencies, students will also investigate how these skill sets can affect families and communities.

EDUC 042 Educational Technology: Effective Use of Technology in Classroom

The course, Educational Technology, has been divided into four chapters. The first two chapters, Introduction to Educational Technology and Digital Literacy, provide foundational concepts that must be considered to effectively integrate technology into your classroom.

*Course requires additional writing assignments. Students must achieve at least an average of 80% in all exams with no exam below 70%.

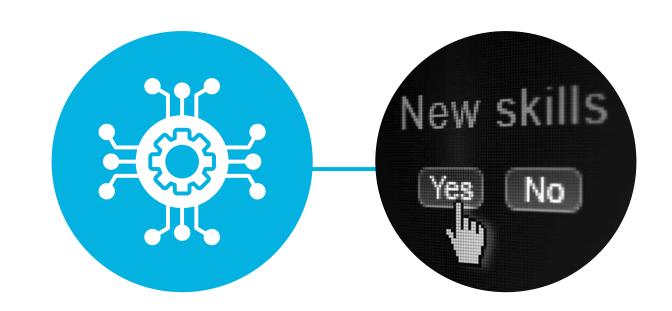


Begin your culinary career today!

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HCC Culinary Arts Building 164 Race St., Holyoke, MA





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.

BLACKROCKET SUMMER 2025

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Register here for online programs: blackrocket.com/online/hol





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

	IN PERSON COURSES	AGES	DATES	TIME	DAYS	PRICE
AUG JULY	ROBLOX Coders ROBLOX Coders Make Your First 3D Video Game! Make Your First 3D Video Game! A.I. Adventures - Intro to Machine Learning A.I. Adventures - Intro to Machine Learning Python Programmers Python Programmers		7/14/2025-7/18/2025 7/14/2025-7/18/2025 7/21/2025-7/25/2025 7/21/2025-7/25/2025 7/28/2025-8/1/2025 7/28/2025-8/1/2025 8/4/2025-8/8/2025 8/4/2025-8/8/2025	9:00 AM-12:00 PM 01:00 PM-04:00 PM 9:00 AM-12:00 PM 01:00 PM-04:00 PM 9:00 AM-12:00 PM 01:00 PM-04:00 PM 9:00 AM-12:00 PM 01:00 PM-04:00 PM	MonFri. MonFri. MonFri. MonFri. MonFri. MonFri. MonFri.	\$199.00 \$199.00 \$199.00 \$199.00 \$209.00 \$209.00 \$219.00 \$219.00
	ONLINE COURSES	AGES	DATES	TIME	DAYS	PRICE
JULY	Make Your First Video Game! Make Your First Video Game! Minecraft Redstone Engineers Minecraft Redstone Engineers Python Programmers Python Programmers ROBLOX Coders ROBLOX Coders YouTube Content Creators YouTube Content Creators	8-11 11-14 8-11 11-14 8-11 11-14 8-11 11-14 8-11 11-14	7/7/2025-7/11/2025 7/7/2025-7/11/2025 7/7/2025-7/11/2025 7/7/2025-7/11/2025 7/7/2025-7/11/2025 7/7/2025-7/11/2025 7/7/2025-7/11/2025 7/7/2025-7/11/2025 7/7/2025-7/11/2025	01:00 PM-03:30 PM 04:30 PM-07:00 PM 9:30 AM-12:00 PM 01:00 PM-03:30 PM 9:30 AM-12:00 PM 01:00 PM-03:30 PM 01:00 PM-03:30 PM 9:30 AM-12:00 PM 04:30 PM-07:00 PM	MonFri. MonFri. MonFri. MonFri. MonFri. MonFri. MonFri. MonFri. MonFri.	\$179.00 \$179.00 \$179.00 \$179.00 \$179.00 \$179.00 \$179.00 \$179.00 \$179.00
	A.I. Adventures - Intro to Machine Learning A.I. Adventures - Intro to Machine Learning		7/14/2025-7/18/2025 7/14/2025-7/18/2025	9:30 AM-12:00 PM 01:00 PM-03:30 PM	MonFri. MonFri.	\$179.00 \$179.00
	Beats and Jams: Digital Music Creators	8-11	7/14/2025-7/18/2025	01:00 PM-03:30 PM	MonFri.	\$179.00 \$179.00
	Beats and Jams: Digital Music Creators	11-14	7/14/2025-7/18/2025	9:30 AM-12:00 PM	MonFri.	\$179.00
	JavaScript Developer Jam	8-11 11 14	7/14/2025-7/18/2025 7/14/2025-7/18/2025	01:00 PM-03:30 PM	MonFri.	\$179.00 \$179.00
	JavaScript Developer Jam Minecraft Modders	11-14 8-11	7/14/2025-7/18/2025	04:30 PM-07:00 PM 04:30 PM-07:00 PM	MonFri. MonFri.	\$179.00 \$179.00
	Minecraft Modders	11-14	7/14/2025-7/18/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	Pokemon Masters: Designers &					

BLACKROCKET SUMMER 2025

	3D Makers Unite!	8-11	7/14/2025-7/18/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	Pokemon Masters: Designers &	0.11				<i>Q</i>
	3D Makers Unite!	11-14	7/14/2025-7/18/2025	9:30 AM-12:00 PM	MonFri.	\$179.00
	3D Game Design with Unity	8-11	7/21/2025-7/25/2025	04:30 PM-07:00 PM	MonFri.	\$179.00
	3D Game Design with Unity	11-14	7/21/2025-7/25/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	ONLINE COURSES	AGES	DATES	TIME	DAYS	PRICE
	Code Breakers	8-11	7/21/2025-7/25/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	Code Breakers	11-14	7/21/2025-7/25/2025	9:30 AM-12:00 PM	MonFri.	\$179.00
	Minecraft Designers	8-11	7/21/2025-7/25/2025	9:30 AM-12:00 PM	MonFri.	\$179.00
5	Minecraft Designers	11-14	7/21/2025-7/25/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
5	ROBLOX Makers	8-11	7/21/2025-7/25/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	ROBLOX Makers	11-14	7/21/2025-7/25/2025	04:30 PM-07:00 PM	MonFri.	\$179.00
	Video Game Animation	8-11	7/21/2025-7/25/2025	9:30 AM-12:00 PM	MonFri.	\$179.00
	Video Game Animation	11-14	7/21/2025-7/25/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	Make Your First Video Game!	8-11	7/28/2025-8/1/2025	01:00 PM-03:30 PM	MonFri.	\$179.00 \$170.00
	Make Your First Video Game!	11-14	7/28/2025-8/1/2025	9:30 AM-12:00 PM 04:30 PM-07:00 PM	MonFri. MonFri.	\$179.00 \$170.00
	Python Programmers	8-11 11-14	7/28/2025-8/1/2025 7/28/2025-8/1/2025	04:30 PM-07:00 PM	MonFri. MonFri.	\$179.00 \$170.00
	Python Programmers ROBLOX Coders	8-11	7/28/2025-8/1/2025	01:00 PM-03:30 PM	MonFri. MonFri.	\$179.00 \$179.00
	ROBLOX Coders	0-11 11-14	7/28/2025-8/1/2025	04:30 PM-07:00 PM	MonFri. MonFri.	\$179.00
	YouTube Content Creators	8-11	7/28/2025-8/1/2025	9:30 AM-12:00 PM	MonFri.	\$179.00
	YouTube Content Creators	11-14	7/28/2025-8/1/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	A.I. Adventures - Intro to Machine Learning	8-11	8/4/2025-8/8/2025	04:30 PM-07:00 PM	MonFri.	\$179.00
	•	11-14	8/4/2025-8/8/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	Beats and Jams: Digital Music Creators	8-11	8/4/2025-8/8/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	Beats and Jams: Digital Music Creators	11-14	8/4/2025-8/8/2025	04:30 PM-07:00 PM	MonFri.	\$179.00
	JavaScript Developer Jam	8-11	8/4/2025-8/8/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	JavaScript Developer Jam	11-14	8/4/2025-8/8/2025	9:30 AM-12:00 PM	MonFri.	\$179.00
	Minecraft Modders	8-11	8/4/2025-8/8/2025	9:30 AM-12:00 PM	MonFri.	\$179.00
	Minecraft Modders	11-14	8/4/2025-8/8/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	3D Game Design with Unity	8-11	8/11/2025-8/15/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	3D Game Design with Unity	11-14	8/11/2025-8/15/2025	9:30 AM-12:00 PM	MonFri.	\$179.00
-	Code Breakers	8-11	8/11/2025-8/15/2025	04:30 PM-07:00 PM	MonFri.	\$179.00
2 2	Code Breakers	11-14	8/11/2025-8/15/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
2	ROBLOX Makers	8-11	8/11/2025-8/15/2025	9:30 AM-12:00 PM	MonFri.	\$179.00
(ROBLOX Makers	11-14	8/11/2025-8/15/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	Video Game Animation	8-11	8/11/2025-8/15/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	Video Game Animation	11-14	8/11/2025-8/15/2025	04:30 PM-07:00 PM	MonFri.	\$179.00
	Make Your First Video Game!	8-11	8/18/2025-8/22/2025	9:30 AM-12:00 PM	MonFri.	\$179.00
	Make Your First Video Game!	11-14	8/18/2025-8/22/2025	01:00 PM-03:30 PM	MonFri.	\$179.00
	Python Programmers	8-11	8/18/2025-8/22/2025		MonFri.	\$179.00
	Python Programmers	11-14	8/18/2025-8/22/2025		MonFri.	\$179.00
	ROBLOX Coders	8-11	8/18/2025-8/22/2025		MonFri.	\$179.00
	ROBLOX Coders	11-14	8/18/2025-8/22/2025		MonFri.	\$179.00
	YouTube Content Creators	8-11	8/18/2025-8/22/2025		MonFri.	\$179.00
	YouTube Content Creators	11-14	8/18/2025-8/22/2025	9:30 AM-12:00 PM	MonFri.	\$179.00

Classes may be delivered as live in-person or live remote sessions, or blended.

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for K in distribs_scipy:

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Start your tech career with Upright technology bootcamps.

UX/UI Bootcamp:

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

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).

Program Benefits: 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 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 and 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.

Program Benefits: This course is a 10week, 2 nights a week (6 hours a week), so it is very flexible for working adults looking to gain new coding skills. You will learn the foundations of software development in a completely virtual classroom setting.

What You Will Learn: JavaScript 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 Start your tech career with Upright technology bootcamps. Learn JavaScript programming, user interface (UI) design, or software development.

installed.

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 and 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.





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Many courses fill fast. We suggest you register at least two weeks before class start date, or by registration deadline if noted. If space is still available in a class, HCC can accept registration for most classes up to the business day before class starts.

How'd you hear about us?	Please check all that apply.		EASY WAYS
 On HCC's website Mailings about courses or programs Email 	 Received Community Education course bulletin O in mail O on campus Social media 	5	
□ Ad or story in newspaper/radio	Other (please indicate):	1	ONLINE hcc.edu/bce
About you: Last name:	First name:	2	WALK-IN 8:30am-3:30pm Kittredge Center 2nd Floor, Lobby
Date of birth: Phone:	Email:	3	CALL 413.552.2500 8:30 a.m3:30p.m.
Street address:		4	FAX 413.552.2745
City: I have read and understand the refund po Signature:	State: Zip code:	5	MAIL Business & Community Education – Kittredge Center 303 Homestead Avenue -K211 Holyoke, MA 01040

Class selections:

Course number:	CRN:	Course title:	Tuition:	
		· · · · · · · · · · · · · · · · · · ·	Total:	

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.

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