CONTIN*YOU*

2023 CATALOG

QUEENSBOROUGH
COMMUNITY COLLEGE

Pre-College, Continuing Education
& Workforce Development

WELCOME TO QUEENSBOROUGH COMMUNITY COLLEGE!

WELCOME TO
QUEENSBOROUGH COMMUNITY COLLEGE

Welcome to the CEWD 2023 Spring Semester

As the Director for Continuing Education, I welcome you to a new spirit, a new CEWD for you to ContinYOU in all of your educational needs. I also thank you for being there for us as we have been for you, understanding the nuances of our repositioning post pandemic.

We are flexible, we are strong, and we are resilient. That sounds like you too, right?!

Speaking of strength and resilience, we at CEWD would also like to welcome and thank our new Interim Dean, Ellen F. Hartigan, who has been a lighthouse for us in support and guidance.

We are here to offer the best in Healthcare, Technology, and Preparatory Skills to launch you into your next endeavor, be it certifications, college, or pursuit of a lifelong learning environment.

Our Youth Programs (Kids & Teens and Chinese Academy) offer intellectually sound curricula for your child to grow. Have fun playing tennis while your child is in class. We offer you a way to connect and be inspired to stay with us, taking a class of your own with the knowledge that your child is on campus nearby.

Our tuition-based courses (both remote & hybrid) offer stackable platforms for you to work while you learn. We also have grant programs that provide free tuition on certain courses, like Certified Recovery Peer Advocate (CRPA) and AWS Cloud Computing.

From CEWD, you can expect great customer service, complimentary wraparound services from our partner R.I.S.E., and a welcoming staff that will walk you through your questions. Now what will you expect from yourself? (Or what will we expect from you?!)

Please bookmark our website where you will find complete information on our programs and activities.

If you are a part of our Facebook, Twitter and Instagram community, check us out!

Jacqueline M. Montgomery
Director, Continuing Education

The College's commitment to equity is a campus-wide endeavor with multiple offices dedicated to creating a campus community where faculty, staff, and students feel included, supported, and safe.

ABOUT OUR PROGRAMS

OVER 45 PROGRAMS IN 5 AREAS OF STUDY

HEALTH AND ALLIED SERVICES

Basic Cardiac Life Support (CPR)

CPT Coding - Current Procedural Terminology

Certified Billing and Coding Specialist Bundle

Certified Medical Administrative Assistant

Certified Nursing Assistant (CNA): NYSED Certification

Computer Readiness: Word, Powerpoint, Excel

EKG Technician

EMT Certification

Electronic Health Records (EHR)

Emergency Room Technician Bundle

ICD Coding 10 - International Classification of Diseases

IV Technician

Infection Control Techniques

Medical Billing and Practice Management

Medical Terminology & Body Systems

Medical Terminology for Allied Health Programs

Nursing Pre-Admission (NLN PAX): Exam Prep

Patient Care Technician Bundle

Phlebotomy Technician

Standard First Aid: Certification

PERSONAL ENRICHMENT

Adolescent/Pre-Teen Swim (ages 7-14) Intermediate/Advanced

Adolescent/Pre-Teen Swim (ages 7-14) Non-Swimmers/Beginners

American Red Cross Lifeguard Training

Aqua Aerobics

Community Swimming

Competitive Swim Instruction

Swimming Adult Instruction Beginner

Swimming Adult Instruction Intermediate

Tiny Tots Swim 1 (ages 6 months - 4 years)

Tiny Tots Swim II (ages 5-6)

PROFESSIONAL DEVELOPMENT

Child Abuse ID & Reporting: Certification

DASA Dignity for All Students Act: Certification

School Violence Prevention & Intervention Seminar (S.A.V.E.): Certification
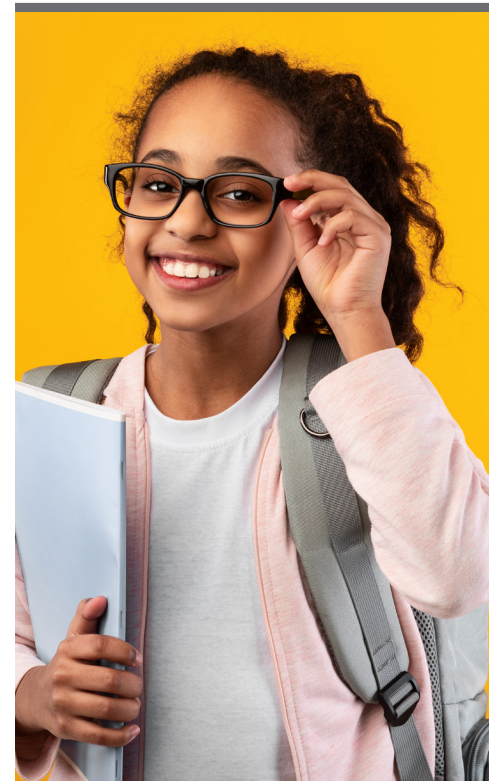
Driver Training & Traffic Safety

Driving Instructor Licensing Classroom Teaching Techniques

Google Project Management Certificate

PREPARATORY SKILLS

ESL: English as a Second Language Placement Test

GED Pre-Assessment

KIDS AND TEENS COLLEGE

ESL for Chinese Academy Parents/Beginner

Mathematics Prep (1-2)

NYS Assessment Test Prep: ELA

NYS Assessment Test Prep: Mathematics

Reading & Writing Prep (1-2)

SAT Prep

Tennis for Chinese Academy Parents Beginners/Intermediate

The Coding Academy

WHAT STUDENTS ARE SAYING

ASHLEY CHISWICK

"For the past few months I have been enrolled in a life changing program that has impacted and altered the course of my life during the pandemic and has given me an opportunity to advance academically. I would like to give a special thank you to both of my professors, Sean Rivera and Nataliya Matsay dedicated, enlightened and professional mentors who are patient and understanding with students' needs and learning curves. I greatly appreciate each time and efforts of both individuals. Throughout this program I have advanced in knowledge and I am ready to take on my TASC test, and a special THANK YOU to Abel Hassan, ESL/HSE Coordinator for providing me with all of the information and insight in regards to obtaining my HSE diploma. I highly recommend enrolling in this course as it has guided and prepared me towards a huge milestone in my education and life. Thank you!"

YONGLIN CHENG

"I came to the USA because my husband works here. The activities that I like are speaking, writing and listening. They are very helpful for me to improve my English skills. The ESL class is wonderful, and the class time is perfect for me. The teacher is very nice and he's very smart. I can learn lots of new vocabulary, practice writing, listening and speaking skills in every lesson. It helps me a lot. I will recommend this class to my friends who want to improve their English skills."

R.I.S.E. PROGRAM
ROAD TO INTERDEPENDENCE AND STUDENT EXCELLENCE

Discover your academic and career plan while preparing for a meaningful future through personalized planning with the R.I.S.E. program.

R.I.S.E. is a resource for students made up of a community of Career and Technical Education (CTE) specialists who provide unlimited one-on-one meetings for prospective students, current students, and alumni to create a career plan. R.I.S.E. students prepare for a meaningful future through personalized planning to guide their academic and career journey. Students in CTE programs:

- Participate in internships
- Engage with mentors
- Practice what they're learning with hands-on projects
- Make valuable connections while exploring careers you can be passionate about!

A CTE Education prepares you to enter the workforce upon graduation. For more information: **careerteched@qcc.cuny.edu**

WHAT R.I.S.E. OFFERS

- Academic Planning
- Community with R.I.S.E. Council
- Career Planning
- Skill-building Workshops
- Resumé Writing
- Internship Opportunities

CONTINUING EDUCATION AND WORKFORCE DEVELOPMENT TUITION OPTIONS

We strive to provide you with flexible payment plans so that you can focus on your education and career plans. Please call us and we will assist you in making the right choice. Contact us at **(718) 631-6343** for more information.

INSTALLMENT PAYMENTS

Students may be eligible for partial payment plans for specific tuition courses that are $500 and higher. Students will be charged a $25 administrative fee for choosing an installment payment option.

HELENA RUBINSTEIN CONTINUING EDUCATION SCHOLARSHIP

The Helena Rubinstein Continuing Education Scholarship Fund for Career Advancement Limited scholarships are available to cover up to 90% of tuition for individuals who seek to advance their careers through education and training, and who do not have access to other sources of funding that can pay for tuition and fees. Scholarship applicants may also be disadvantaged individuals who are unemployed or seeking a career change.

The following programs currently have scholarships available:

- Patient Care Technician
- Emergency Room Technician
- Certified Nursing Assistant (CNA): NYSED Certification
- Certified Clinical Medical Assistant
- Certified Billing and Coding Specialist
- EMT Certification
- Hemodialysis Technician
- EKG Technician
- Phlebotomy Technician
- Google Project Management Certificate Program

For more information on scholarship opportunities, please contact us at **QCCContinuingEd@qcc.cuny.edu**

1199SEIU MEMBERS

If you are currently an 1199SEIU member, you may be eligible to receive tuition reimbursement. To obtain reimbursement for a continuing education course, you must submit a completed application with all supporting documents to the Training and Upgrading Fund within 90 days of completing the course. For questions or an application, call the Tuition Assistance Hotline at (646) 473-9200. You can also email **training@1199funds.org**.

DC 37 MEMBERS

Many of the courses in this catalog are reimbursable for NYC employees who are members of District Council 37. The courses you choose can be credit or non-credit courses, as well as courses offered online. For general information, to check eligibility or to request a tuition reimbursement application, please call (212) 815-1663 or visit their website.

ACCES-VR ADULT CAREER AND CONTINUING EDUCATION SERVICES

This program assists individuals with disabilities to achieve and maintain employment and to support independent living through training, education, rehabilitation, and career development. For more information, call **(718) 816-4800** or visit the website at **www.acces.nysed.gov/vr/**

DEPARTMENT OF VETERANS AFFAIRS

All veterans interested in obtaining information from the VA regarding their eligibility for funding need to have a copy of their DD-214 form and Certificate of Eligibility. For more information, visit the website: **https://www.va.gov/education/eligibility/** to request official notification of education benefits.

INDEPENDENT TRAINING ACCOUNTS- HRA

You may be eligible for the Independent Training Accounts through HRA. Please find your local representative here: **https://www1.nyc.gov/site/hra/locations/job-locations.page**

TUITION REIMBURSEMENT

The College will accommodate requests for letters of support for reimbursement.

CORPORATE TUITION REIMBURSEMENT/ VOUCHERS

The Corporate Tuition Reimbursement/ Vouchers may provide tuition reimbursement to pursue professional development and other certificate training courses. To find out if you qualify for Corporate vouchers or Tuition reimbursement, contact your company's Education or Human Resource department.

CHOOSE A HEALTHCARE PATH!

Whether you have always dreamed of working in healthcare or are looking to make a career change, we have the opportunities you are looking for.

GET TRAINED, CERTIFIED, AND EMPLOYED!

- Patient Care Technician
- Emergency Room Technician
- Certified Nursing Assistant (CNA): NYSED Certification
- Certified Clinical Medical Assistant
- Certified Billing and Coding Specialist
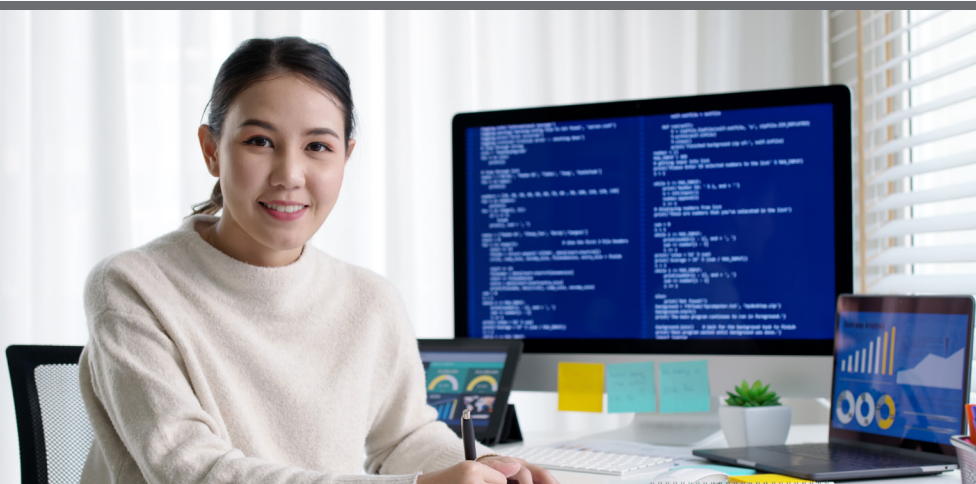- EMT Certification
- Hemodialysis Technician

JOIN THE TECH FORCE! IN-DEMAND TECHNOLOGY PROGRAMS

What do you want from your career? Whether you're looking to improve your financial stability, want to make a difference, passionate about cloud technology or crave a fast-paced career development, the technology sector will bring all of these benefits, and more, your way!

- Software Engineering Micro-Credential Career Track in Web Development (Boot Camp)
- Amazon Web Services (AWS) Cloud Computing & Cybersecurity
- AWS Cloud Practitioner & Solutions Architect Associate Exam Prep
- Google IT Support Certificate Program
- Google Project Management Certificate Program
- Computer Readiness: Word, PowerPoint, Excel

For more information, call us (718) 631-6343,
e-mail: QCCContinuingEd@qcc.cuny.edu, or visit: www.qcc.cuny.edu/contEd
Register Today!

HERE'S WHERE YOU CAN BE IN **JUST A FEW MONTHS...**

IN 3 MONTHS	IN 6 MONTHS	IN 12 MONTHS
prepare for industry certification as a Certified Nursing Assistant (CNA)	prepare for industry certification as an Emergency Medical Technician (EMT)	prepare for industry certification as a Certified Billing and Coding Specialist
prepare for industry certification as an EKG Technician	prepare for industry certification as a Certified Medical Administrative Assistant (CMAA)	Receive Queensborough Certificate of Completion as an Emergency Room Technician
prepare for industry certification as a Phlebotomy Technician	become a NYS Driving Instructor	prepare for industry certification as a Certified Clinical Medical Assistant
become a Certified Google Project Manager		prepare for industry certification as a Patient Care Technician (PCT)
prepare for High School Equivalency Diploma (GED)		
prepare for American Red Cross Certification in Lifeguarding		

HEALTH & ALLIED SERVICES CERTIFICATIONS

CERTIFIED NURSING ASSISTANT (CNA): NYSED CERTIFICATION

[scholarship eligible]

This class is Hybrid: Queensborough Main Campus and Online

The increase in longevity and recent changes in the healthcare system have created an increased need for educated and skilled Nursing Assistants. This program gives students an excellent opportunity to acquire the necessary occupational skills required for CNAs. The CNA profession is ideal for people seeking flexible hours working in nursing homes, hospitals, a doctor's office, and healthcare facilities. The program includes anatomy and physiology, fundamentals of patient care, and clinical experience in a residential healthcare facility. Screen reader support enabled.

CNA $41,438

THE AVERAGE
CERTIFIED NURSING ASSISTANT
SALARY IN NEW YORK, NY IS $41,438
AS OF NOVEMBER 2022,
AND THE RANGE TYPICALLY FALLS
BETWEEN $37,766 AND $45,755.

The US DOL Bureau of Labor Statistics reports a 5% (as fast as average) rate of job growth for CNA's between 2021 and 2031.

Prerequisites: High School Diploma or GED/HSE and US Citizenship or Legal Working Permits. This is a 120-hour course that includes 78 online hours, 12 clinical on-site hours, plus a 30-hour externship at a nursing home.

January 24 to March 9: TWTH - 6:00PM - 10:00PM Online
March 14 to 16: TWTH - 6:00PM - 10:00PM, In-person onsite Skills labs
March 20 to 23, March 28: Clinicals at Chapin Home for the Aging
March 14 T - 6:00PM - 10:00PM - Online refresher
Tu, Wed, Thur, January 24 to March 28 (23 sessions) $1,215.00
6:00 PM - 10:00 PM (NUX200Spring2023)

EMT CERTIFICATION

[scholarship eligible]

This is an on-campus, in-person course, and participants must be fully vaccinated.

Co-requisite: CPR (AHX 100)

This course covers all techniques and operational aspects of an EMT. Demonstration, practice, and clinical observation are integrated with free online FEMA classes. Bring current CPR certification to first class. Certifications provided by NYS Bureau of EMS. Students will be required to pay a separate registration fee on FISDAP online EMS scheduler to arrange clinical rotations. Please refer to NYS Department of Health EMS website for requirements for certification, **https://www.health.ny.gov/professionals/ems/**

Mon, Wed, Sat, 1/30/2023 - 5/13/2023 (38 sessions) $1,395.00
6:00 PM - 10:00 PM (AHX110Sp2023)

EMT $43,500

THE AVERAGE
EMERGENCY MANAGEMENT TECHNICIAN
SALARY IN NEW YORK, NY IS $43,500
AS OF NOVEMBER 23, 2022,
AND THE RANGE TYPICALLY FALLS
BETWEEN $38,850 AND $49,340.

The US DOL Bureau of Labor Statistics reports a 7% (as fast as average) rate of job growth for CNA's between 2021 and 2022.

EMERGENCY ROOM TECHNICIAN

[scholarship eligible]

An ER Tech provides technical support to MDs and RNs to optimize patient care by providing Phlebotomy and IV stats; performing 12-lead EKGs; transporting patients to other departments; tending to wound care; obtaining lab specimens; documenting all care/procedures provided, and performing other responsibilities as assigned.

Requirements: Co-requisite is CPR (Basic Cardiac Life Support sanctioned by the AHA) and HS diploma or equivalent.

ERT $50,700

THE AVERAGE
EMERGENCY ROOM TECHNICIAN
SALARY IN NEW YORK, NY IS $50,700
AS OF 2022, AND THE RANGE TYPICALLY FALLS
BETWEEN $45,574 AND $57,475.

The US DOL Bureau of Labor Statistics reports a 7% (as fast as average) rate of job growth for CNA's between 2021 and 2031.

RECOMMENDED SEQUENCE OF COURSES

First Semester:

- AHA/BLS (Basic Cardiac Life Support (AHX100)
- Standard First Aid (AHX183)
- Medical Terminology (AHX179)
- EKG Tech (AHX170)
- Phlebotomy Tech (AHX171)
- IV Tech (AHX172)

Second Semester:

• Emergency Medical Technician (EMT - AHX110)

Fee: $4,445 | For more information, call 718-631-6343

EKG TECHNICIAN

[scholarship eligible]

This class is Hybrid: Queensborough Main Campus and Online

Co-requisite for this certification: AHX-100 CPR & AHX183- Standard First Aid
Prerequisite: AHX179 Medical Terminology for Allied Health or valid AHA certifications in these courses.

Introduction to cardiac anatomy and terminology, recognition of cardiac emergencies, obtaining 12-lead ECG or EKG tracing and basic rhythm interpretation.

Fee: $1,215 For more information, call 718-631-6343

EKG $44,200

THE AVERAGE
EKG TECHNICIAN
SALARY IN NEW YORK, NY IS $44,200 AS OF NOVEMBER 2022, BUT THE RANGE TYPICALLY FALLS BETWEEN $39,200 AND $51,200.

The US DOL Bureau of Labor Statistics classifies an EKG Technician as a Diagnostic Medical Sonographer and Cardiovascular Technologist and Technician and projects a 10% (faster than average) growth rate between 2021 and 2023.

PHLEBOTOMY TECHNICIAN

[scholarship eligible]

This class is Hybrid: Queensborough Main Campus and Online

Co-requisites: AHX-100 (CPR) and AHX183 (Standard First Aid)

Prerequisite: AHX179 Medical Terminology for Allied Health or valid AHA certifications in these courses.

PHLEBOTOMIST
$45,952

THE AVERAGE
PHLEBOTOMIST
SALARY IN NEW YORK, NY IS $45,952 AS OF NOVEMBER, 2022 AND THE RANGE TYPICALLY FALLS BETWEEN $49,597 AND $58,284.

The US DOL Bureau of Labor Statistics projects a 10% (faster than average) growth rate between 2021 and 2031.

Obtain the introductory skills to secure an entry-level Phlebotomist position. Learn various methods of blood collection through venipuncture, capillary puncture and, existing intravascular devices. Emphasizes use of anticoagulants, the order of draw, and procedures for obtaining and processing specimens. Safety considerations for all healthcare professionals and patients discussed. Registrants should purchase a stethoscope, B/P cuff and non-latex gloves.

Fee: $1,315 For more information, call 718-631-6343

CERTIFIED BILLING AND CODING SPECIALIST

[scholarship eligible]

This six-course medical career pathway focuses on medical billing and coding, skills used by professionals who create detailed records and invoices for healthcare institutions and work in revenue cycle management.

CERTIFIED BILLING & CODING SPECIALIST
$53,300

THE AVERAGE
CERTIFIED BILLING & CODING SPECIALIST
SALARY IN NEW YORK, NY IS $53,300 AS OF NOVEMBER 2022, BUT THE RANGE TYPICALLY FALLS BETWEEN $49,597 AND $58,284.

The US DOL Bureau of Labor Statistics classifies a Certified Billing and Coding Specialist as a Medical Assistant and projects a 16% (much faster than average) growth between 2021 and 2031.]

Courses include:

- Medical Terminology & Body Systems (MBX126)
- Electronic Health Records (MBX- 005)
- CPT Coding (MBX103)
- ICD-10 Coding (MBX104)
- Medical Practice Management (MBX125); and
- Computer Readiness (MBX003), the optional recommended course, at any time.

Fee: $2,875

For more information, call 718-631-6343

CERTIFIED CLINICAL MEDICAL ASSISTANT

[scholarship eligible]

Certified Clinical Medical Assistants are vital members of any healthcare team and perform a variety of tasks that include phlebotomy, EKGs, assisting medical staff with procedures, injections, and administering medication, and maintaining electronic health records of patients. Upon completion of this eight-course program, participants can sit for the NHA's Certified Clinical Medical Assistant certification exam.

CCMA
$46,400

THE AVERAGE
CERTIFIED CLINICAL MEDICAL ASSISTANT
SALARY IN NEW YORK, NY IS $46,400 AS OF NOVEMBER 23, 2022, AND THE RANGE TYPICALLY FALLS BETWEEN $42,800 AND $50,100.

The US DOL Bureau of Labor Statistics reports a 16% (much faster than average) job growth for Certified Clinical Medical Assistants between 2021 and 2031.

THE RECOMMENDED CONCURRENT SCHEDULE OF COURSES IS

First Semester:

- Medical Terminology & Body Systems (MBX126)
- Electronic Health Records (MBX-005)
- CPR (AHX100)
- Standard First Aid (AHX183)

Second Semester:

- EKG (AHX170)
- Phlebotomy (AHX171)

Third Semester:

• Medical Administrative Assistant (MBX127)

Optional recommended course, at any time:

• Computer Readiness (MBX003)

For more information call the office at 718-631-6343

CERTIFIED MEDICAL ADMINISTRATIVE ASSISTANT

[scholarship eligible]

This is an online course.

The objective of the CMAA program is to prepare students to function in an administrative /clerical capacity in the healthcare industry. This program covers background information on the profession and the industry. It also covers legal and ethical issues, medical terminology, basic health insurance, practice management and an introduction to medical coding. The focus of this course is the day-to-day operation of the medical office: telephone techniques, scheduling appointments, use of technology in the medical office, medical records management, and management of practice finances. This program is intended to provide students with a well-rounded introduction to medical administration so that a student can gain the necessary skills required to obtain a medical administrative assistant position in healthcare. Upon successful completion of this program, the student will be prepared to sit for the (NHA) Certified Medical Administrative Assistant (CMAA) examination.

Students will be introduced to the medical office operations. As part of the experiential learning, students will be afforded the opportunity to apply practice scenarios and case studies to their overall skills portfolio. Students will be assessed on the core competencies and medical office skills through online quizzes, group and individual projects, demonstrations, and presentations. There is a strong emphasis on teamwork and participation.

CMAA $51,600

THE AVERAGE
CERTIFIED MEDICAL ADMINISTRATIVE ASSISTANT
SALARY IN NEW YORK, NY IS $51,600
AS OF 2022, AND THE RANGE TYPICALLY FALLS
BETWEEN $46,400 AND $57,700.

The US DOL Bureau of Labor Statistics reports a 16% (much faster than average) job growth for Certified Medical Administrative Assistants between 2021 and 2030

Required Textbooks:

Medical Assisting-Administrative and Clinical Procedures with Anatomy and Physiology 7th ED.

Authors: Kathryn A. Booth, Leesa G. Whicker, Terri D. Wyman

ISBN# 978-1-259-60854-4 with Connect Access Code required

Fee: $1,315 For more information, call 718-631-6343

CERTIFIED HEMODIALYSIS TECHNICIAN

[scholarship eligible]

Designed to prepare for employment in the Hemodialysis industry as a Certified Hemodialysis Technician (CHT). Certified Hemodialysis Technician (CHT) Responsible for providing direct patient care, monitoring the patient and hemodialysis machine, and performing safety checks on the equipment and systems. Internship: minimum 250 hours (If qualified). Hemodialysis cleans the blood of waste products and excess fluids by passing the blood through an artificial kidney, or dialyzer, for patients with end-stage renal disease.

Topics per Certification Type: Principles of Hemodialysis, Renal Anatomy and Physiology, Complications of Renal Failure, Renal Nutrition, Lab Work, Vascular Access Care, Infection Control Practices, Water Treatment, Dialyzer Reprocessing, Hemodialysis-Fresenius-Machine setup, Operation, Disinfection, Management of Alarms, Electronics, Medical Emergencies, Patient Confidentiality, BCLS/CPR, Patient as The Customer, Fire and OSHA Safety, Ergonomics of Lifting, Professional Development, Working As a Team, Administration of Hemodialysis Medications, Anemia Management, Mineral Bone Management and Organ Transplantation.

CHT $43,973

THE AVERAGE
CERTIFIED HEMODIALYSIS TECHNICIAN
SALARY IN NEW YORK, NY IS $43,973
AS OF NOVEMBER, 2022,
AND THE RANGE TYPICALLY FALLS
BETWEEN $40,107 AND $49,084.

The US DOL Bureau of Labor Statistics classifies a Hemodialysis Technician as a Clinical Laboratory and Technologist Technician and projects a 7% (as fast as average) growth between 2021 and 2031.]

Prerequisite: 18 years of age or older, High School diploma (or equivalent) or official transcript.

Required Textbook: *Core Curriculum for the Dialysis Technician: A Comprehensive Review of Hemodialysis, 6th Edition, Medical Education Institute, Inc.*

Schedule: March 2023
For more information, call the office at 718-631-6343.

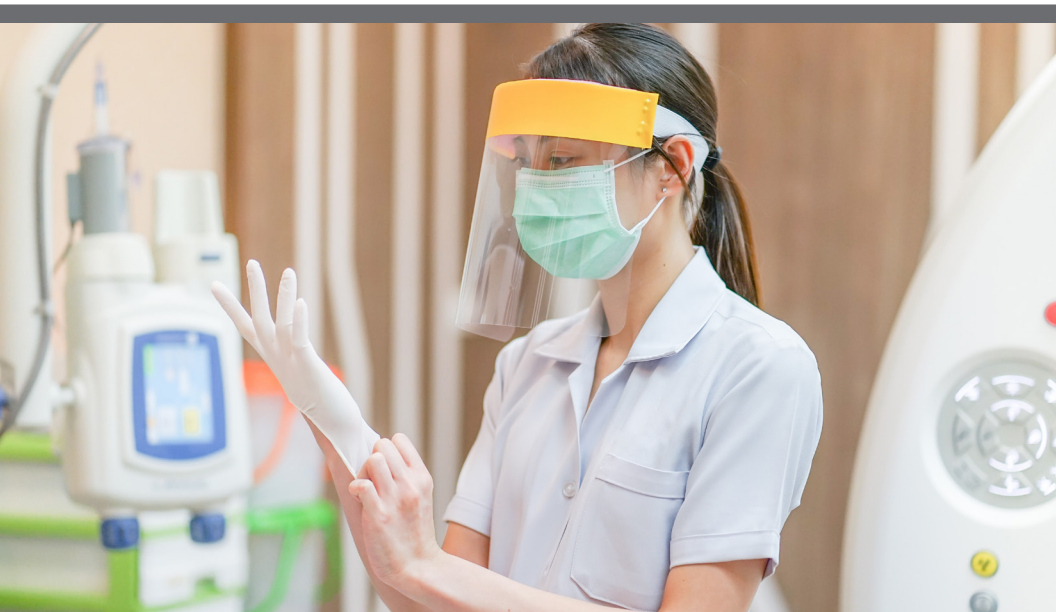## INFECTION CONTROL TECHNIQUES - LICENSING CERTIFICATION

This is an online class.

Required In healthcare practice for RNs, LPNs, MDs and PAs

NYS-mandated training for renewing healthcare licenses. Approved by the NYS Department of Education, this course covers Department of Health policy on H.I.V. and Hepatitis B. and Board of Regents and Department of Health regulations on professional conduct.

Tue, 3/7/2023 (1 session) $105.00
6:00 PM - 10:00 PM (AHX150Spring23)

TEST PREPARATION

NURSING PRE-ADMISSION (NLN PAX): EXAM PREP

This is an online class.
Prepares the student for The National League for Nursing Pre-Admission Examination (NLN PAX), a standardized entrance exam for potential nursing students who seek admittance into nursing schools. The following three main areas of the PAX exam are covered: Verbal skills (word knowledge and reading comprehension), Math (basic calculations and word problems), and Science (general biology, chemistry, physics, and earth science). No textbook is required.
Sat, 3/4/2023 - 5/22/2023 (10 sessions) **$315.00**
1:00 PM - 3:00 PM (NUX195Spring23)

Sat, 1/7/2023 - 2/18/2023 (10 sessions) **$315.00**
9:00 AM - 12:00 PM (NUX195Winter23 1/07 - 2/18)

NHA TESTING

This is in-person testing on the QCC campus and participants must be fully vaccinated. Please note that tuition reflects costs involved with the lab and test proctoring -- it does not include the test itself. Students are required to purchase the tests directly from NHA: www.NHAnow.com

Test duration may vary depending on which exam is taken, but each exam will span approximately two hours.

Saturday 2/4 9-11:30
Saturday 3/4 9-11:30am (1 session) **$30.00**
(NHA100Sp2023)

HEALTHCARE COURSES

BASIC CARDIAC LIFE SUPPORT (CPR)

This is an in-person, on-campus course, and students must be fully vaccinated. This Certification course provides all of the requirements for health care provider and professional rescuers, which includes adult, child, and infant CPR; rescue breathing; and use of AED (Automatic External Defibrillator). AHA requires a "pass" grade on skills, exam, and minimum of 84 score on written exam to qualify for certification. Dress comfortably.

Required Textbook to be read prior to class:
American Heart Association: BLS for Healthcare Providers (latest edition)
Sat, 1/7/2023 (1 session) **$155.00**
9:00 AM - 6:00 PM (AHX100Sat. 01/07/23)

Sun, 3/12/2023 (1 session) **$155.00**
9:00 AM - 6:00 PM (AHX100Sun. 03/12/23)

Sun, 2/5/2023 (1 session) **$155.00**
9:00 AM - 6:00 PM (AHX100Sun. 02/05/23)

STANDARD FIRST AID: CERTIFICATION

This is an in-person, on-campus course, and students must be fully vaccinated. Attain employee training on external bleeding control, injuries, wound care, asthma and allergic reactions, weather-related shocks, burns, poisons, and sudden illness in the workplace. Learn to recognize everyday emergency situations, and take appropriate action until professional help arrives.

The American Heart Association guidelines mandate the required text:
Heartsaver First Aid CPR AED Student E-Workbook (American Heart Associa-

tion website: AHA Product #15-1018) be read prior to class.

Sun, 1/8/2023 (1 session) **$155.00**
9:00 AM - 6:00 PM (AHX183Sun. 01/08/23)

Sat, 3/11/2023 (1 session) **$155.00**
9:00 AM - 6:00 PM (AHX183Sat. 03/11/23)

Sat, 2/4/2023 (1 session) **$155.00**
9:00 AM - 6:00 PM (AHX183Sat. 02/04/23)

COMPUTER READINESS: WORD, POWERPOINT, EXCEL

This is an online class.
This course is an intense hands-on, how to use Microsoft Word, PowerPoint and Excel to sharpen your software skill set. Applicable to all office administrative job opportunities.

Sat, 3/11/23 - 5/16/23 (10 sessions) **$475.00**
9:00 AM - 12:00 PM (MBX003Spring23)

CPT CODING - CURRENT PROCEDURAL TERMINOLOGY

This is an online class.
This class builds on the coding and billing procedures learned in ICD-10 (International Classification of Diseases) Coding, focusing on teaching the student how to enhance reimbursement in today's healthcare environment. Using current CPT coding system resources, students will learn in-depth coding systems for medical procedures. Lab work will include working directly with complex medical records, taking steps to assure third-party approval for recommended treatments/ procedures, and responding to and appealing insurance claim denials.

Tues, 1/31/2023 - 4/4/2023 (10 sessions) **$475.00**
6:00 PM - 9:00 PM (MBX103Spring23)

ELECTRONIC HEALTH RECORDS (EHR)

This is an online class.

This course provides students with hands-on skill building exercises utilizing an Electronic Health Record (EHR) from SpringCharts. Attention is directed at clinical data entry and documentation review of patient medical and surgical history, Hx and PE, ROS, progress notes, Op report, lab test results, prescriptions and more.

Fee: $475 For more information, call 718-631-6343

ICD CODING 10 - INTERNATIONAL CLASSIFICATION OF DISEASES

This is an online class.

Focus on diagnostic coding through use of the International Classification of Diseases, Clinical Modification (CMS) Procedure Coding (PCS) systems. Course completion in conjunction with the CPT (Current Procedural Terminology - MBX103) coding course enables obtaining maximum reimbursements on claims.

Thur, 2/2/2023 - 4/14/2023 (10 sessions) **$475.00**
6:00 PM - 9:00 PM (MBX104Spring23)

MEDICAL BILLING AND PRACTICE MANAGEMENT

This is an online class.

This is the capstone course for the Certified Billing and Coding Specialist Certificate program. Learn the fundamentals of Medical Office Billing with the hands-on management of a medical practice using the Medisoft Advanced Patient Accounting software. Simulate an on-the-job setting with an in-depth look into the business practices of a successful medical practice. Topics include: setting up and managing a medical practice, using the universal coding system to prepare medical claims to third-party payers, government and insurance regulations, maintaining good patient medical and financial records.

To fully prepare the student for successful and professional marketing objectives, this course continues with additional focus on the challenges of the job interview and establishing a top-notch resume and effective cover letter, along with follow-up procedures for job interviews and salary negotiation.

Fee: $815 For more information, call 718-631-6343

MEDICAL TERMINOLOGY & BODY SYSTEMS

This is an online class.

This is the foundational course to learn the language of medicine, using word parts and the basics of anatomy and physiology to understand the most common diseases, treatments, procedures, and acceptable abbreviations.

Wed, 1/25/2023 - 3/29/2023 (10 sessions) **$475.00**
6:00 PM - 9:00 PM (MBX126Spring23)

MEDICAL TERMINOLOGY FOR ALLIED HEALTH PROGRAMS

This is an online class.

Learn to identify medical words and terminology by their component parts, and also receive an introduction to basic anatomy and physiology (with a focus on the cardiovascular and hematic systems) and understand the importance of medical terminology in the healthcare professions. Participants are required to pass an exam at the end of class.

Fee: $315 For more information, call 718-631-6343 (AHX179SA)

CERTIFIED RECOVERY PEER ADVOCATE (CRPA)

[This course is free to qualified students]

Certified Recovery Peer Advocates (CRPA's) are individuals with lived experience who have been certified to provide coaching, support, information, guidance and motivation to those seeking or sustaining recovery from a substance use diagnosis.

Our ground-breaking Educational and Career Readiness CRPA program includes the non-credit CRPA workshop and a three-credit

complementary Public Health course in Addictions and Dependencies, which ensure our students learn successful knowledge and practice as they pursue their CRPA certifications. Other unique elements of our CRPA program model include wraparound services, including an Instructor, Assistant Case Manager, Employment Specialist/Career Counselor and a Computer Technology Instructor to ensure that students have job-ready technology skills to be successful in a CRPA position in today's job market. Additionally, Queensborough is committed to job placement for students who have completed the CRPA program.

Requirements to qualify:
- At least 18 years of age
- Hold a high school diploma
- Personal experience or relationship with someone who has dealt with substance use.
- Eligibility to work in the United States.
- Candidates must score at an 8th grade reading level to be considered for the program.

Course requirements:
- Attend every session to its entirety, for both the CRPA Training class and the HE 104 course.
- Computer training, etc
- 500 hours of volunteer or paid work experience specific to the PR domains.
- 25 hours of supervision specific to the PR domains. Supervision must be provided by a qualified supervisor.
- Pass the IC&RC Peer Recovery Exam

Online Information Sessions:
Register: https://tinyurl.com/wmr3ab49
To Apply, contact Christina Cairoli at ccairoli@qcc.cuny.edu

INFORMATION TECHNOLOGY FOR THE 21ST CENTURY

SOFTWARE ENGINEERING MICRO-CREDENTIAL CAREER TRACK IN WEB DEVELOPMENT (BOOT CAMP)

[This course is free to qualified students]
Class meets synchronously via Zoom (live Zoom sessions)
Queensborough's Software Engineering Micro-Credential Career Track in Web Development is designed to provide learners passionate for a career in Software Engineering to quickly develop highly in-demand web development skills, including programming languages, tools, and technologies to succeed in front end and back end development, as well as full stack development. This intensive Boot Camp will immerse learners in a 100-hour online development environment over an intensive five-week time frame and is led by Software Engineering Industry experts and Instructors.

Topics to be covered:
- Introduction to Software Engineering
- Python Programming
- JavaScript Fundamentals
- HTML; CSS; GitHub; PostgreSQL

Learning Outcomes:
- Complete a personal portfolio and a group project that spans the entirety of full stack application.
- Complete programming skill set to succeed in web development role.
- Qualify to apply for both internships and employment opportunities.

Program Requirements:

- Minimum 18 years of age
- High school diploma or GED/HSE
- Authorized to work in the U.S.
- Passionate about a career in Software Engineering

The course serves CUNY degree and non-degree students, alumni, and the broader NYC population.

Course Schedule

Level 1

Monday, January 2nd, 2023 – Saturday, February 4th, 2023

Monday, Tuesday, Thursday, and Saturday

Level 1

Monday, February 6th, 2023– Monday, March 13th, 2023

Monday, Wednesday, Friday, and Saturday

Level 2

Monday, February 6th, 2023– Monday, March 13th, 2023

Monday, Wednesday, Friday, and Saturday

Advanced

Wednesday, May 24th, 2023 – Thursday, June 29th, 2023

Monday, Wednesday, Thursday, Saturday

To Apply, contact Yuliia Pylypenko at ypylypenko@qcc.cuny.edu

AMAZON WEB SERVICES (AWS) CLOUD PRACTITIONER AND SECURITY TRAINING

[This course is free to qualified students]

Class meets synchronously via Zoom (live Zoom sessions)

QCC's Amazon Web Services (AWS) Cloud Computing enables participants to earn up to six AWS Certifications, including the AWS Cloud Computing Fundamentals, the AWS Solutions Architect Certification, the AWS Developer Associate Certification, the AWS SysOps Administrator Associate Certification, and AWS Specializations in Cybersecurity, Big Data and Machine Learning Certifications.

Topics to be covered:

- What the AWS Cloud is and its basic global infrastructure
- Basic AWS Cloud architectural principles
- Key services on the AWS platform and their common use cases
- Basic security and compliance aspects of the AWS platform and the shared security model
- Billing, account management and pricing models
- How to identify sources of documentation or technical assistance
- How to describe basic/core characteristics of deploying and operating in the AWS Cloud
- Backend development for data-driven websites
- How to create a data-driven website
- Additional topics such as: SQL, NOSQL, industry standard web frameworks, responsive web design, server side data input & validation, source and revision control.

Program Requirements:

- Minimum 18 years of age
- High school diploma or GED/HSE
- Authorized to work in the U.S.
- Passionate about a career in AWS Cloud Computing

The course serves CUNY degree and non-degree students, alumni, and the broader NYC population.

Course Schedule
Tuesday, January 3rd, 2023 – Monday, April 17th, 2023
Tuesday, Thursday: 6PM – 9 PM (1/3/2023 – 1/24/2023)
Monday, Wednesday: 6PM - 9PM (1/25/2023 – 4/17/2023);
Wednesday, April 19th, 2023 – Tuesday, June 28th, 2023
Monday and Wednesday: 6PM – 9 PM; Saturday 9AM-12PM

To Apply, contact Yuliia Pylypenko at ypylypenko@qcc.cuny.edu

GOOGLE IT SUPPORT CERTIFICATE PROGRAM

[This course is free to qualified students]

Expand your Technology work opportunities through the online Google IT Support Professional Certificate Program, which can be completed in as little as 5 weeks, depending upon the students' available time. The five-course program teaches skills needed to start a career in IT support, one of the fastest growing careers in the U.S., with a median salary of $53,470. No prior IT experience is needed to enroll. Upon successful completion of all five c ourses participants will earn a Google IT Support Professional Certificate. The five courses leading to the Google IT Professional Certificate badge include:

• Technical Support Fundamentals;
• The Bits and Bytes of Computer Networking;
• Operating Systems and You: Becoming a Power User;
• System Administration and IT Infrastructure Services; and
• IT Security: Defense Against the Digital Dark Arts

Tentative schedule: April 2023 - June 2023, Mondays & Wednesdays 6 PM - 8
To Apply, contact Yuliia Pylypenko at ypylypenko@qcc.cuny.edu

GOOGLE PROJECT MANAGEMENT CERTIFICATE PROGRAM

This is an online class.
Instructor: Mr. Giovanni Pineiro-Villalba, Project Manager, New York City Housing Authority (NYCHA). Former Project Manager at NYCFD, NYCDOT and U.S. Air Force. MPA, BSEM, ASES. Project Management Professional (PMP) Certification.

Prepare for a new career in the high-growth field of project management, no experience or degree required.
Get professional training designed by Google and get on the fast track to a competitively paid job. There are 475,100 U.S. job openings in project management with a $59,000 average entry-level salary. Project Managers are natural problem-solvers. They set the plan and guide teammates, and manage changes, risks, and stakeholders.

Consisting of 6 courses, the Google Project Management Certificate Program will facilitate your learning of in-demand skills that will prepare you for an entry-level job in Project Management. Learn from Google employees whose foundations in project management served as launchpads for their own ca-reers. At under 10 hours per week, you can complete it in less than six months.

Upon completion, you can directly apply for jobs with Google and and many other companies and organizations. This program qualifies you for over 100 hours of project management education, which helps prepare you for Project Management Institute Certifications like the globally-recognized Certified Associate in Project Management (CAPM)®.

75% of Google Career Certificate Graduates in the United States report an improvement in their career trajectory (e.g. new job or career, promotion or raise) within 6 months of Certificate completion. Individual courses include:

PM $92,000

THE AVERAGE
PROJECT MANAGER
SALARY IN NEW YORK, NY IS $92,000 AS OF 2022, AND THE RANGE TYPICALLY FALLS BETWEEN $48,000 AND $228,000.

The US DOL Bureau of Labor Statistics reports a 7% (much faster than average) job growth for Driving Instructors between 2021 and 2031

Course #1: Foundations of Project Management
Course #2: Project Initiation: Starting a Successful Project
Course #3: Project Planning: Putting it all Together
Course #4: Project Execution: Running the Project
Course #5: Agile Project Management
Course #6: Capstone: Applying Project Management in the Real World

Tues, Thurs, 3/7/2023 - 5/11/2023 (20 sessions) **$599**
7:00 PM - 9:00 PM

COMPUTER READINESS: WORD, POWERPOINT, EXCEL

This course is an intense hands-on Workshop, how to use Microsoft Word, PowerPoint and Excel to sharpen your software skill set. Applicable to all professional job opportunities.

Sat, 3/11/23 - 5/16/23 (10 sessions) **$475.00**
9:00 AM - 12:00 PM (MBX003Spring23)

CAREER TRAINING & PROFESSIONAL DEVELOPMENT

TEACHER CERTIFICATIONS

Child Abuse ID & Reporting: Certification
This is an online class.
For teachers, MDs, RNs, podiatrists, DDSs, dental hygienists, optometrists and psychologists. Approved by the NYS Department of Education, this course covers legal definitions of child abuse, neglect, and maltreatment; physical and behavioral signs of abuse; procedures for reporting; and legal implications of reporting and failing to report. Bring license & SSN to class.
Thurs, 2/2/2023 (1 session) **$85.00**
5:00 PM - 8:00 PM (PDX121TH 02/02/23)

Thurs, 4/20/2023 (1 session) $85.00
5:00 PM - 8:00 PM (PDX121TH 04/20/23)

DASA DIGNITY FOR ALL STUDENTS ACT: CERTIFICATION

For teachers, MDs, RNs, podiatrists, DDSs, dental hygienists, optometrists and psychologists. This is an online class.
This six-hour class is designed to fulfill the harassment, bullying, cyberbullying and discrimination prevention and intervention training required for certification and licensure under the Dignity for All Students Act (DASA). The course addresses the social patterns toward an understanding of how climate and culture affect these behaviors. Participants will leave with ideas that they can implement in their work environment. Media, discussion, and interaction will be used to meet the certification requirements by the NYS Education Department.

Sat, 2/4/2023 (1 session) **$125.00**

9:00 AM - 4:00 PM (PDX125SA 02/04/23)
Sat, 3/4/2023 (1 session) **$125.00**
9:00 AM - 4:00 PM (PDX125SA 03/04/23)

Sat, 4/29/2023 (1 session) **$125.00**
9:00 AM - 4:00 PM (PDX125SA 04/29/23)

SCHOOL VIOLENCE PREVENTION & INTERVENTION SEMINAR (S.A.V.E.): CERTIFICATION

This is an online class.
For teachers, MDs, RNs, podiatrists, DDSs, dental hygienists, optometrists and psychologists.

NYS Law states that those applying on or after February 1, 2001 initially, or for the renewal of a license, registration, certificate, or limited permit must provide documentation that they have completed the required training in School Violence Prevention and Intervention. This seminar has been approved by the NYS Education Department. Topics include: Identification of warning signs within a developmental and social context, including the statutes, regulations, and policies relating to a safe, non-violent school climate; effective classroom management techniques that promote a non-violent school climate and enhance learning; the integration of social and problem-solving skill development for students within the regular curriculum; intervention techniques; and how to participate in an effective school/community process for students exhibiting violent behavior. Participants will receive the required certificate of completion.

Mon, 3/13/2023 (1 session) **$85.00**
5:00 PM - 8:00 PM (PDX120M 03/13/23)

Mon, 4/24/2023 (1 session) **$85.00**
5:00 PM - 8:00 PM (PDX120M 04/24/23)

DRIVING INSTRUCTOR LICENSING CERTIFICATIONS

CLASSROOM TEACHING TECHNIQUES

This is an online class.
Also known as the "Teaching Techniques and Methodology" course, Part 7.3, to teach the Pre-licensing Course, this class covers guidelines, instructional techniques, and actual demonstrations of effective teaching procedures designed to help driving instructors attain a higher level of professional skill in presenting the NYS DMV's Pre-licensing course.

DI $63,316

THE AVERAGE
DRIVING INSTRUCTOR
SALARY IN NEW YORK, NY IS $63,316
AS OF 2022, AND THE RANGE TYPICALLY FALLS
BETWEEN $61,362 AND $74,139.

The US DOL Bureau of Labor Statistics reports a 24%
(much faster than average) job growth for
Driving Instructors between 2021 and 2030

Mon, Wed, 3/13/2023 - 4/19/2023 (10 sessions) **$385.00**
6:30 PM - 9:30 PM (BUX186Spring2023) Skip Dates: 4/10, 4/12

DRIVER TRAINING & TRAFFIC SAFETY

This is an online class.
This course meets the technical requirements of the NYS DMV for future or present driving school instructors. Also known as the "30 hour Basic Instructor course" or "Methods and Content Course for In-car Instruction," Part 76.15, for certifying driving instructors, the program emphasizes the principles of defensive driving and behind-the-wheel instructional techniques and reviews traffic rules and regulations. Recommended for fleet safety supervisors.

Mon, Wed, 1/30/2023 - 3/8/2023 (10 sessions) **$385.00**
6:30 PM - 9:30 PM (BUX185Spring2023)

AMERICAN RED CROSS LIFEGUARD TRAINING

Participants must be fully vaccinated.

Provides entry-level participants with the knowledge and skills to prevent, recognize, and respond to aquatic emergencies and to provide care for breathing and cardiac emergencies, injuries, and sudden illness until EMS personnel take over. Upon successful completion of this course, each participant will receive a two-year American Red Cross Certification in Lifeguarding. CPR/AED for the Professional Rescuer and First Aid are included (NYS requires CPR training annually for lifeguards).

Pre-requisites:

Pre-course skills assessment will be conducted during scheduled pre-course session:

1. Participants must be at least 15 years of age. Proof of ages required on the first day;
2. Participants must swim 300 meters continuously using Front Crawl and Breaststroke (equals 12 lengths of a 25-yard pool);
3. Times Swim: Swim 20 yards, surface dive to a minimum depth of 9 feet, retrieve a 10-pound object from the bottom; return to the starting point with the object (keeping face above water and using legs only); and exit the water within allotted time. This skill must be completed without goggles (no exception);
4. Tread water using legs only for 2 minutes.

Participants who do not meet the course prerequisites will not be able to continue the class.

Sat, 3/4/2023 - 3/25/2023 (4 sessions) **$495.00**
8:15 AM - 4:45 PM (PEX-800March 2023)

Sun, 4/2/2023 - 4/30/2023 (4 sessions) **$495.00**
8:15 AM - 4:45 PM (PEX-800April 2023)

5G MOBILE TECHNICIAN TRAINING

[This course is free to qualified students]

This program is designed to provide students with a broad knowledge of telecommunications maintenance and modifications necessary for entry-level employment as a wireless telecommunications technician.

A Wireless Infrastructure Technician installs, maintains and supports the build-out of 4G & 5G Networks across the United States. A Wireless Technician works with cell phone towers to provide wireless communications services. An Installation Technician may assist in setting support infrastructure to build towers from the ground up. They also conduct routine maintenance, while also installing more delicate equipment antennas, lighting at the top of the towers which requires additional education, experience, and training.

Be a part of a growing profession that maintains wireless communications networks by troubleshooting and repairing outages, tests network back-up procedures, and updates documentation. Work with AT&T, Verizon, T-Mobile and Sprint towers. Join an industry that is growing and connecting America with 5G!

For more information contact: Rodney Shannon at 718-281-5522 or RShannon@qcc,.cuny.edu

COMPUTER SKILLS

COMPUTER READINESS: WORD, POWERPOINT, EXCEL

This course is an intense hands-on Workshop, how to use Microsoft Word, PowerPoint and Excel to sharpen your software skill set. Applicable to all participants requiring Digital Literacy/Computer Skills.

Sat, 2/11/2023 - 4/22/2023 (10 sessions) **$475.00**
9:00 AM - 12:00 PM (MBX003Spring23)

LEARN ENGLISH WITH US!

Whether you need to improve your English for professional, educational, or personal reasons, Continuing Education and Workforce Development at Queensborough Community College has a class for you. From English for beginners to ESL for work or college, we have the faculty and the experience to help you acquire the knowledge you need to achieve your goals. Come join us this Fall for a new beginning.

TANIA MONTESDEOCA

"My name is Tania Montesdeoca. I'm from the city of Cuenca in Ecuador. I came to the US to find better study opportunities and a better quality of life. What Mr. Prato teaches us is helpful, and in particular for me when he asks me a question, and I answer wrong, he makes me repeat it correctly regardless of how many times I have to do it. Mr. Prato is a terrific teacher. He always has the energy that transmits to the class. In addition, his learning topics are very helpful to improve English as a second language."

ESL: ENGLISH AS A SECOND LANGUAGE PLACEMENT TEST
This is an online test.

Thur, 2/9/2023 (1 session) **$0**
6:00 PM - 10:00 PM (BEX01012Test)

ESL: ENGLISH AS A SECOND LANGUAGE -BEGINNER

This is an in-person class; students must be fully vaccinated.
Registrants must take a placement test to determine the appropriate ESL level. Contact Abel Hassan ahassan@qcc.cuny.edu to schedule a test and call 718-631-6343 to register.
The course is designed to give students the ability to narrate and inquire about the world around them. Students will work on their basic command of the English language by covering everyday-life events. They will learn to master basic sentence structures using simple tenses in the affirmative and interrogative forms while working toward adding some compound sentences. Reading skills will include identifying the topic and the main ideas, scanning for specific information and summarizing. Speaking skills will incorporate asking and answering questions and participating in role-plays and short discussions on topics related to daily situations such as asking for information and directions, comparing holidays, looking for work and preparing for job interviews. Vocabulary will include words and idiomatic expressions relevant to each topic.
Beginner Level Required Textbooks: *We Speak New York* (online)
https://wespeaknyc.cityofnewyork.us/
All New Easy True Stories by Sandra Heyer, Pearson- SBN-13: 978-0131182653
Optional textbook:
English in Action 1 by B. Foley & E. Neblett, National Geographic ISBN-13:9781337905947
Mon, Wed, 2/15/2023 - 4/26/2023 (20 sessions) **$350.00**
6:00 PM - 8:00 PM (BEX10013A)

Mon, Wed, 2/15/2023 - 4/26/2023 (20 sessions) **$350.00**
6:00 PM - 8:00 PM (BEX10013B)

ESL: ENGLISH AS A SECOND LANGUAGE-INTERMEDIATE

This is an in-person class; students must be fully vaccinated.
Registrants must take a placement test to determine the appropriate ESL level. Contact Abel Hassan ahassan@qcc.cuny.edu to schedule a test and call 718-631-6343 to register.
Students in the intermediate level will continue to improve their fluency in the English language with the emphasis on speaking, listening, and writing. Students will participate in group discussions, role-plays and in-class presentations on a wide range of topics from different media, such as newspaper articles, short stories, videos, and songs. The emphasis will be on exchanging ideas and expressing opinions. Writing and reading skills will include making inferences, developing critical thinking, organizing information, and writing short paragraphs. Grammar will focus on more complex sentence structures with compound words, simple and perfect tenses, and proper spelling while increasing vocabulary through reading materials from the assigned textbook.

Intermediate Level Required Textbook:
Start Up 5 by Jenni Currie Santamaria and Genevieve Kocienda, Pearson Publishing ISBN 978-013-4684192

Mon, Wed, 2/15/2023 - 4/26/2023 (20 sessions) **$350.00**
6:00 PM - 8:00 PM (BEX10214MW)

ESL: ENGLISH AS A SECOND LANGUAGE- ADVANCED

This is an in-person class; students must be fully vaccinated.
Registrants must take a placement test to determine the appropriate ESL level. Contact Abel Hassan ahassan@qcc.cuny.edu to schedule a test and call 718-631-6343 to register.

The advanced course is designed to give the opportunity to students who completed the first two levels to continue improving their fluency in the English language with an emphasis on speaking and writing. Students will participate in group discussions and oral presentations on a variety of current events and topics. These activities will give the students the chance to improve confidence in expressing themselves utilizing proper documentation, targeted vocabulary, and advanced grammar to convince an audience. Writing skills will expand beyond the simple paragraph with the production of a short descriptive essay using multiple transition signals and more complex sentences. Students will also learn to organize their thoughts using an outline and do research on the internet to collect information for supporting their topic development.

Advanced Level Required Textbook: *Start Up 7*, Ken Beatty, Pearson Publishing, ISBN 978-013-4684215

Tues, Thur, 2/14/2023 - 4/20/2023 (20 sessions) **$350.00**
6:00 PM - 8:00 PM (BEX10490T,TH)

PREPARE TO TAKE THE EXAM FOR THE HIGH SCHOOL EQUIVALENCY DIPLOMA (GED)!

ASHLEY CHISWICK

"For the past few months I have been enrolled in a life changing program that has impacted and altered the course of my life during the pandemic and has given me an opportunity to advance academically. I would like to give a special thank you to both of my professors, Sean Rivera and Nataliya Matsay dedicated, enlightened and professional mentors who are patient and understanding with students' needs and learning curves. I greatly appreciate each time and efforts of both individuals. Throughout this program I have advanced in knowl-edge and I am ready to take on my TASC test, and a special THANK YOU to Abel Hassan, ESL/HSE Coordinator for providing me with all of the information and insight in regards to obtaining my HSE diploma. I highly recommend enrolling in this course as it has guided and prepared me towards a huge milestone in my education and life. Thank you!"

GED PRE-ASSESSMENT

This is an online test.
This assessment will test your ability to read and write the English language at a high school level. It is also highly recommended that you be familiar with basic math operations and the English measurement system.
Thur, 2/16/2023 (1 session) **$0**
6:00 PM - 10:00 PM (BEX199TH)

HSE/GED PREPARATION FOR ADULTS: HIGH SCHOOL EQUIVALENCY DIPLOMA

This is an online course.
This program prepares adults to take the exam for the High School Equivalency Diploma (GED). Our highly qualified instructors will focus on the major subjects of the exam encompassing Mathematics, Science, Social Studies, and Reading and Writing (Reading through Language Arts, RLA). The program has two instructors teaching back to back, one for humanities and one for math.

The humanities section (60 hours of instruction) focuses on Reasoning through Language Arts (RLA), which includes reading for meaning, identifying and creating arguments, writing essays, and reviewing grammar and language skills. The other three subjects are Social Studies; analyzing historical events and interpreting numbers, graphs, and Science; interpreting experiments and working with numbers and graphs.

The math section (60 hours of instruction) focuses on getting familiar with math concepts and applying them to solve problems. It includes solving geometry and algebra problems, working with functions, and analyzing graphs. Students will also acquire test-taking strategies to prepare them for the GED exam.

Students who are ready to apply for the GED test upon completion of the program can contact their instructor or the program coordinator for assistance in selecting a test center near them and a time of their choice. Continuing Education and Workforce Development at Queensborough

Community College only offers the preparation course.

Textbook: *GED PREP 2022-2023*, Kaplan Publishing, Revised Edition
ISBN-13: 978-1506277325
Mon, Wed, Fri, 2/22/2023 - 5/3/2023 (30 sessions) **$570.00**
6:00 PM - 10:00 PM (BEX198MWF)

PORT OF ENTRY/INTENSIVE ESL/TOEFL PREP

The Port of Entry Program was established in 1980 as an intensive language development and TOEFL Preparation program providing international students and immigrants with the language skills, knowledge, and experience necessary to succeed in higher education and professional careers. Classes are taught by experienced faculty specializing in teaching English as a Second Language. Upon successful completion of the TOEFL class, students will be granted a TOEFL Waiver Certificate for admission to Queensborough Community College without a TOEFL score. Scholarships are offered to outstanding students with financial needs. The Program can issue I-20 forms to overseas students to apply for a student (F-1) visa as well as to local international students who are transferring between SEVIS schools. The Port of Entry Program is offered three times each year - in the fall, spring, and summer. Each semester is 11 weeks.

Date & Time: 2/6 - 4/25 (skip 2/13 & 2/20)
Monday to Thursday, 9am - 1:30 pm, total 198 hours
Placement Test: Call for an appointment or email us your name and phone number. We will contact you.

Registration Fee: $50
Tuition: **$1575** (non-1-20 students)/ $1775 (1-20 students) Master and VISA Card only
Early Bird (by 5/13) discount $75
Referral discount $200
Phone: (718) 281-5410
E-mail: poe@qcc.cuny.edu

KIDS AND TEENS COLLEGE

KIDS & TEENS COLLEGE AND CHINESE ACADEMY HAVE PARTNERED TO BRING YOU MORE CLASSES, MORE FLEXIBILITY & MORE ADVENTURES IN LEARNING!

READING & WRITING PREP (1-2)

This course will give students the foundation to begin writing as a source of expression, reflection, and personal development. They will further their appreciation of literature and learn to master their vocabulary and comprehension skills.
Sat, 3/4/2023 - 5/13/2023 (9 sessions) **$245.00**
12:35 PM - 2:05 PM (CLX235202SP23EG1&2SAP)

Sat, 3/4/2023 - 5/13/2023 (9 sessions) **$245.00**
9:00 AM - 10:30 AM (CLX235202SP23EG1&2SAA)

MATHEMATICS PREP (1-2)

Students will be encouraged to approach math in a fun and interactive way while strengthening their mathematics and problem-solving skills by working with numbers, operations, and money.
Sat, 3/4/2023 - 5/13/2023 (9 sessions) **$245.00**
10:35 AM - 12:05 PM (CLX222203SP23MG1&2SAA)

Sat, 3/4/2023 - 5/13/2023 (9 sessions) **$245.00**
2:10 PM - 3:40 PM (CLX222203SP23MG1&2SAP)

NYS ASSESSMENT TEST PREP: ELA

Focus on test segments and essay responses to oral and written passages dealing with listening, comprehension, and writing.

Grade 3:
Sat, 2/4/2023 - 4/1/2023 (8 sessions) **$215.00**
12:35 PM - 2:05 PM (CLX280204SP23EG3SAP)

Sat, 2/4/2023 - 4/1/2023 (8 sessions) $215.00
9:00 AM - 10:30 AM (CLX280204SP23EG3SAA)

Grade 4:
Sat, 2/4/2023 - 4/1/2023 (8 sessions) **$215.00**
12:35 PM - 2:35 PM (CLX280204SP23EG4SAP)

Sat, 2/4/2023 - 4/1/2023 (8 sessions) **$215.00**
9:00 AM - 10:30 AM (CLX280204SP23EG4SAA)

Grade 5:
Sat, 2/4/2023 - 4/1/2023 (8 sessions) **$215.00**
9:00 AM - 10:30 AM (CLX280204SP23EG5SAA)

Sat, 2/4/2023 - 4/1/2023 (8 sessions) **$215.00**
12:35 PM - 2:05 PM (CLX280204SP23EG5SAP)

Grade 6:
Sat, 2/4/2023 - 4/1/2023 (8 sessions) **$215.00**
11:05 AM - 12:35 PM (CLX280204SP23EG6SAA)

NYS ASSESSMENT TEST PREP: MATHEMATICS

Review and practice the required skills measured by the test, with emphasis on problem solving.

Grade 3:
Sat, 2/18/2023 - 4/29/2023 (8 sessions) **$215.00**
10:35 AM - 12:05 PM (CLX290206SP23MG3SAA)

Sat, 2/18/2023 - 4/29/2023 (8 sessions) **$215.00**
2:10 PM - 3:40 PM (CLX290206SP23MG3SAP)

Grade 4:
Sat, 2/18/2023 - 4/29/2023 (8 sessions) **$215.00**
10:35 AM - 12:05 PM (CLX290206SP23MG4SAA)

Sat, 2/18/2023 - 4/29/2023 (8 sessions) **$215.00**
12:35 PM - 2:05 PM (CLX290206SP23MG4SAP)

Grade 6:
Sat, 2/18/2023 - 4/29/2023 (8 sessions) $215.00
10:35 AM - 12:05 PM (CLX290206SP23MG6SAA)

THE CODING ACADEMY

For children in 5th grade and up!

This introduction to Python will kickstart your learning of Python for data science, as well as programming in general. This beginner-friendly Python course will take you from zero to programming in Python in a matter of hours. You will learn by doing! You look at the data yourself, analyze it, ask questions, and draw conclusions!

Upon its completion, you'll be able to write your own Python scripts and perform basic hands-on data analysis using our Jupyter-based lab environment. If you want to learn Python from scratch, this course is for you. This course will give you the tools to not only learn about Data Science, but enough knowledge to continue to expand your Python learning. In the final project, you will load data and learn a new Python Library on your own.

Middle School Students:
Sat, 3/4/2023 - 5/13/2023 (9 sessions) **$470.00**
1:30 PM - 4:00 PM (CLX4806Python-MS)

HUNTER COLLEGE HIGH SCHOOL TEST PREPARATION

Read, analyze, and interpret test questions, broaden your vocabulary and increase your essay writing skills. Review mathematics and develop competence in problem solving and test-taking strategies. For 6th graders only.

Sat, 3/4/2023 - 5/13/2023 (9 sessions) **$430.00**
9:00 AM - 11:00 AM (CLX370Hunter HS Prep)

SAT PREP

Develop mathematics and reading, writing, language skills, and vocabulary for the test and your everyday life. Learn how to select your answers through careful strategic analysis in the class!

Sat, 3/4/2023 - 5/13/2023 (9 sessions) **$560.00**
9:00 AM - 12:00 PM (CLX58057SAT Prep)

CHINESE ACADEMY

QCC 中文学校招收五岁以上儿童及青少年，学校针对孩子们不同的汉语水平，每年推出各级中文班，教授汉语拼音和简体字。除了中文课外，学校还开设有兴趣课，以培养和发掘孩子们潜在的兴趣爱好。春季学期将于2月4号开始，在校课程安排在周六上午和下午，网络课程安排在周五晚上。现在报名已经开始，请抓紧时间，赶快注册。

中文课 Chinese Class:
幼儿园班：通过儿歌，游戏等方式，学习国语发音，简单汉字，词语和简短句子。Kindergarten class: Focus on learning Mandarin pronunciation, simple characters, phrases, and short sentences through singing songs, playing games, and hands-on activities.

普通中文班：学习汉语拼音，字词，句子和短文，注重听说读写练习。
Regular Chinese Class: Focus on learning and reviewing Pinyin, characters, phrases, sentences and paragraphs. Listening, speaking, reading and writing will be emphasized through the learning of texts. Eighty-five percent of the instruction is conducted in Mandarin Chinese.

CSL 班：以非国语家庭孩子为主, 注重国语听说读能力的培养并逐步提高国语写作能力。CSL class: Designed for the children from non-Mandarin speaking families. The development of communication skills in listening and speaking will be em- phasized. Reading skills will be developed by reading phrases, sentences and short paragraphs. Writing skills will be gradually increased as the children become more confident in their ability to use Mandarin.

兴趣课 Enrichment Class:
国际象棋 Chess (6 & up)，画画和手工 Drawing/Art & Craft，跆拳道 Tae kwon Do 网球 Tennis (6 & up) 夏威夷四弦琴 Ukulele (6 & up)

中文课班级及上课时间 Chinese Class and Time :
周五晚上 Friday evening (Online) at 6:30-8:30 pm，普通班 Regular Class Level 5, CSL Class Level 1, 3, 5

周六上午 Saturday morning (In-person) at 9:00-11:00 am, 普通班 Regular Class Level 2, 4, CSL Class Level 2, 3, 4, 5, 6
周六下午 Saturday afternoon (In-person) at 12:10-2:10 pm, 幼儿园班 Kindergarten Class, CSL Class Level 1

兴趣课班级及上课时间 Enrichment Class and Time:
周六上午 Saturday morning (In-person) at 11:05 am-12:05 pm, 国际象棋 Chess, 画画和手工 Drawing/Art & Craft, 夏威夷四弦琴 Ukulele
周六下午 Saturday afternoon (In-person) at 2:15-3:15 pm, 跆拳道 Tae kwon Do, 网球 Tennis

Contact: Yang Xu @ yxu@qcc.cuny.edu or 718-281-5128/5346

TENNIS FOR PARENTS/ADULTS (BEGINNER/LOW INTERMEDIATE)
Sat, 3/4/2023 - 5/13/2023 (9 sessions) **$270.00**
9:15 AM - 10:45 AM (CLX800236SP23PTENSAA)

ESL FOR CHINESE ACADEMY/KIDS & TEENS PROGRAM PARENTS/FAMILY (BEGINNER/LOW INTERMEDIATE)
Sat, 2/4/2023 - 5/13/2023 (12 sessions) **$220.00**
9:15 AM - 10:45 AM (CLX800235SP23PESLSAA)

PERSONAL ENRICHMENT

ADOLESCENT/PRE-TEEN SWIM (AGES 7-14) NON-SWIMMERS/BEGINNERS
This program will encourage non-swimmers and beginners to enjoy the water and gain skills. Participants are classified at the first session to ensure similar swim levels for each group. To enroll, a child must be able to stand in 3 1/2 feet of water. Participants must be fully vaccinated.

Sun, 2/26/2023 - 5/7/2023 (10 sessions) **$295.00**
8:00 AM - 9:00 AM (PEX748SU1)

Sun, 2/26/2023 - 5/7/2023 (10 sessions) **$295.00**
11:00 AM - 12:00 PM (PEX748SU2)

Sat, 2/25/2023 - 5/6/2023 (10 sessions) **$295.00**
11:00 AM - 12:00 PM (PEX748SA1)

Wed, 2/22/2023 - 5/10/2023 (10 sessions) **$295.00**
5:45 PM - 6:45 PM (PEX748W)

ADOLESCENT/PRE-TEEN SWIM (AGES 7-14) INTERMEDIATE/ADVANCED
To join the intermediate or advanced levels, the child should be able to float front and back, do the cross stroke, and use rhythm breathing. Participants must be fully vaccinated.

Wed, 2/22/2023 - 5/10/2023 (10 sessions) **$295.00**
6:45 PM - 7:45 PM (PEX749W)

Sat, 2/25/2023 - 5/6/2023 (10 sessions) $295.00
10:00 AM - 11:00 AM (PEX749SA2)

Sat, 2/25/2023 - 5/6/2023 (10 sessions) $295.00
9:00 AM - 10:00 AM (PEX749SA1)

AQUA AEROBICS
Improve posture, muscle tone, and coordination while increasing strength, flexibility, and endurance - without stress! For swimmers and non-swimmers at all levels. Participants must be fully vaccinated.

Sun, 2/26/2023 - 5/7/2023 (10 sessions) **$245.00**
1:00 PM - 2:00 PM (PEX248SU)

Sat, 2/25/2023 - 5/6/2023 (10 sessions) **$245.00**
12:00 PM - 1:00 PM (PEX248SA)

COMMUNITY SWIMMING
A supervised recreational swimming program. Registration invoice for Community Swim (PEX287) required for entrance to pool.
Pool hours for Spring 2023 (subject to change):
Mondays 7:00 pm - 9:45 pm
Tuesdays 7:00 pm - 9:45 pm
Thursdays 7:00 - 9:45 pm
Saturdays 2:00 pm - 4:45 pm
Sundays 2:00 pm - 4:45 pm
Participants must be fully vaccinated.

Sun, Mon, Tues, Thur , Sat, 2/23/2023 - 5/7/2023 (47 sessions) **$295.00**
7:00 PM - 9:45 PM (PEX287Sp2023)

COMPETITIVE SWIM INSTRUCTION
For ages 7-14. Coaching in various competitive swimming techniques. Style, racing, dives, and turns will be analyzed and remediated. Time trials and information on registering and competing in local and regional swimming competitions will be provided.
Participants must be fully vaccinated.
Sat, 2/25/2023 - 5/6/2023 (10 sessions) $295.00
1:00 PM - 2:00 PM (PEX-750SA)

SWIMMING: ADULT INSTRUCTION BEGINNER
Develop water skills safely and while having fun. Enjoy the water and gain skills. Participants must be fully vaccinated.

Sun, 2/26/2023 - 5/7/2023 (10 sessions) **$295.00**
12:00 PM - 1:00 PM (PEX246SU2)

Sun, 2/26/2023 - 5/7/2023 (10 sessions) **$295.00**
9:00 AM - 10:00 AM (PEX246SU1)

Wed, 2/22/2023 - 5/10/2023 (10 sessions) **$295.00**
7:45 PM - 8:45 PM (PEX246W)

SWIMMING: ADULT INSTRUCTION INTERMEDIATE
To join the intermediate level, you must be able to float front and back, do the cross stroke, and use rhythm breathing. Participants must be fully vaccinated.

Wed, 2/22/2023 - 5/10/2023 (10 sessions) **$295.00**
8:45 PM - 9:45 PM (PEX247W)

TINY TOTS SWIM 1 (AGES 6 MONTHS - 4 YEARS)

Develop water skills and have fun! This program is designed to help parents introduce their small children to the water in a fun and safe way.

The goal is to help children overcome their fear of water and for parents to grow more comfortable with the idea of their children being in the water.

One adult must sign up and accompany each child in the pool during instruction. Tuition includes both parent and child.

Please call 718-631-6343 for more information and to register.

Sun, 2/26/2023 - 5/7/2023 (10 sessions) **$295.00**
10:00 AM - 10:30 AM (PEX745SU)

TINY TOTS SWIM II (AGES 5-6)

Develop water skills and have fun! This class is for swimmers ages 5 and 6. One adult must sign up and accompany each child in the pool during instruction. Tuition includes both parent and child. Parents are required to go in the pool with children.

Please call 718-631-6343 for more information and to register.

Sun, 2/26/2023 - 5/7/2023 (10 sessions) **$295.00**
10:30 AM - 11:00 AM (PEX746SU)

WORKFORCE DEVELOPMENT

Grant-Sponsored Programs and Partnerships: CEWD offers many grants and contract-based Workforce Development programs, designed to give people the skills and competencies needed to succeed in today's dynamic workforce.

For more information, contact Ms. Lori A. Conkling, Continuing Education Director of Labor Market Research & Workforce Development at LConkling@qcc.cuny.edu

Among our programs include the following:

- U.S. Department of Labor Strengthening Community Colleges Grant: Technology, Health Care and Education training programs.
- Certified Recovery Peer Advocate (CRPA) Workforce Development Institute: Behavioral Health training program and CRPA Conference.
- New York Jobs CEO Council Grant: Software Engineering Web Development Boot Camp.
- ACE Upskilling Opportunity Grant: Software Engineering Web Development Boot Camp and Amazon Web Services (AWS) Cloud Practitioner & Security Training.
- Certified Hemodialysis Training Program, funded by the NYC Department of Youth & Com- munity Development. For more information and additional pre-entry requirements, please contact: Rodney Shannon, Senior Program Associate 718-281–5522 or RShannon@qcc.cuny.edu
- Certified 5G Mobile Technician Training Program, funded by the NYC Department of Youth & Community Development. For more information and additional pre-entry requirements, please contact: Rodney Shannon, Senior Program Associate 718-281–5522 or RShannon@ qcc.cuny.edu
- Non-Credit to Credit Alignment Lab (NCAL) Project, funded by the Association of Community College Trustees (AACC) and Education Strategy Group (ESG).

ADDITIONAL GRANT-SPONSORED PROGRAMS

SCIENCE & TECHNOLOGY ENTRY PROGRAM

STEP (Science and Technology Entry Program) is a pre-collegiate program, successfully running at QCC (Queensborough Community College, Bayside NY) since 2006. The program, which is funded by the New York State Department of Education, seeks to strengthen students' skills in science and math and motivate them to enroll in college and pursue careers in science, technology, and the licensed professions. STEP is offered to students in grades 7-12 who are either underrepresented minorities and/or economically disadvantaged. To register, please visit https://www.qcc.cuny.edu/contEd/step and for more information, please contact the STEP Program Coordinator, Anna Lee, at ANLee@qcc.cuny.edu.

CUNY EXPLORERS

In 2016, under the Mayor's College Access for All, CUNY Explorers was launched as a partnership between CUNY's Office of K-16 Initiatives and the New York City Department of Education. CUNY Explorers began as an opportunity to expose every 7th grade student to a college-going culture and to give them the chance to visit a college campus at least once. Since then, CUNY Explorers has expanded to provide campus experiences to all middle schoolers and, as of 2021, high school workshops for 9th and 10th graders. The driving message of CUNY Explorers has stayed the same: every student CAN go to college, every student can AFFORD college, and students and their families can take steps NOW to become college-ready. Schools can register for visits at k16.cuny.edu/explorers/
Contact: Sherri-Ann Simmons Terry, Program Coordinator
718-281-5312 • ssimmons@qcc.cuny.edu

LIBERTY PARTNERSHIPS PROGRAM

The Queensborough Liberty Partnerships Program - Project PRIZE is one of 47 Liberty Partnerships Programs across New York State and one of 18 Liberty Partnerships Programs in the New York City metropolitan area. All partner-

ships are between colleges and universities and middle and high schools. Project PRIZE provides comprehensive services to students, including: academic support, tutoring, mentoring, sports, the arts, STEM, counseling, college preparation, workforce preparation, parent engagement, recreational and cultural enrichment.
Contact: Yicel Nota-Latif, Director
718-281-5331 • ynotalatif@qcc.cuny.edu

ONLINE CERTIFICATIONS

There are hundreds of online courses designed for you to take from the convenience and comfort of your home or office. Online learning offers continuous classroom access, 24-hours a day, 7-days a week. Each course is designed to be hands-on and effective, enabling registrants to rapidly acquire crucial new skills whether it is for business or personal growth. Our programs are offered through the educational organization: ed2go. These professional programs prepare students for developing expertise in their desired career fields and/or prepare them for industry certification exams. Although each course is self-study, each course does have an instructor assigned to answer student questions and help solve problems.

For more information on programs or to register, please visit www.qcc.cuny.edu/conted and click on Online Courses.
Below are Program Categories only.

ED2GO-PRO PROGRAM LISTING

New sessions of each six-week course are available monthly.
Personal Enrichment @ $115
Sales & Marketing @ $115
Start Your Own Business @ $115
Teaching Professional Courses @ $115
The Internet @ $115
Web & Computer Programming @ $115
Web Graphics & Multimedia @ $115
Web Page Design @ $115
Accounting @ $115

Basic Computer Literacy @ $115
Business Administration @ $115
Career Certificate Programs @ $205
Certification Preparation @ $125
Computer Applications @ $115
Digital Photography & Video @ $115
Database Management & Programming @ $115
Grant Writing & Non-Profit Management @ $115
Graphic Design @ $115
Healthcare, Nutrition, and Fitness @ $115
Languages @ $115
Law & Legal Careers @ $115
Math, Philosophy, and Science @ $115
PC Troubleshooting, Networking and Security @ $115
Personal Development @ $115
Writing & Publishing @ $115

ED2GO CAREER TRAINING

Healthcare and Fitness Programs @ $599 - $2,795
Hospitality Programs @ $1,395 - $4,095
Business and Professional Programs @ $895 - $4,195
IT and Software Development Programs @ $1,595 - $4,095
Skilled Trades and Industrial Programs @ $1,695 - $3,095
Management and Corporate Programs @ $795 - $4,195

QUEENSBOROUGH STUDENT VETERANS ASSOCIATION (QSVA)

The mission of this group has been to improve and expand veterans' services here at Queensborough. Although the goals of the group are determined by its members each semester, our primary goal has been to assist veterans returning from service with their transition to college life.

While at Queensborough...

- Eligible Veteran/Dependents receive priority registration. The dependent must provide proof (i.e. DD-214) from the sponsor to the Office of Military and Veterans Services.
- Eligible Veteran/Dependents may receive a commitment fee waiver. The dependent must provide proof (i.e. DD-214) from the sponsor to the Office of Military and Veterans Services and/or QCC Admissions Staff.
- Veteran/Dependents may be academically advised by the Office of Military and Veterans Services, if they would like. To schedule an appointment please call (718) 281-5767 or e-mail VeteransServices@qcc.cuny.edu

We can assist you with the following:

- Academic Advisement
- Applying for Benefits & VA Benefit Information
- VA Benefit Certification
- Curriculum Changes (Change of Major)
- Outside referrals related to your Career and Health
- Classroom and Instructor Concerns
- Class Registration
- Military Deployment and/or Activation
- Any Questions, Complaints, or Concerns

Thank you for your service and Welcome to Queensborough!

CONTRACT TRAINING AT **QUEENSBOROUGH COMMUNITY COLLEGE**

Our specialists work with you to design customized training and development services for schools, corporations, public sector agencies, and nonprofit organizations. We will assess, design, develop, deliver, and evaluate customized training initiatives that support your organization's growth. For more information, contact Jacqueline Montgomery at jmontgomery@qcc.cuny.edu

NFORMATION
TUITION & FEES
The tuition fees listed for each continuing education course represent the total charges for the course. Any additional materials fees indicated as payable to the instructor should be paid at the first-class meeting. A paid invoice is needed for class admission. The fee for a duplicate invoice is $5.00.

REFUND POLICY
The Office of Continuing Education adheres strictly to the following refund policy:
Refunds are given either when QCC Continuing Education cancels classes or based on individual student requests. Tuition for canceled classes is refunded in full. A written request must be received by mail, fax or email. Refund requests by telephone are not accepted.

Refunds are calculated from the date we receive your written request regardless of the date of registration. Requests received 7 days before the first session: student will receive a refund of 90% of tuition paid. Requests received before the second session: student will receive a refund of 75% of the course tuition. There will be no refund thereafter for any reason. Note: All refunds take approximately 2-3 weeks to process after the Office of Continuing Education receives your request and/or a class is canceled by our office.

- Nonattendance does not constitute a withdrawal or request for refund
- NO CASH REFUNDS
- No refunds for classes which meet for only one or two sessions; or for classes after second meeting
- Materials fees are not refundable
- Bundle Program individual course(s) refund request are processed at the prorated discounted rate

For processing your refund request, please contact Ekaterina Manafeeva at emanafeeva@qcc.cuny.edu

TAX DEDUCTION OF EXPENSES
An income tax deduction may be allowed for expenses of education undertaken to maintain current professional skills and jobs.

COLLEGE RULES & REGULATIONS
All participants in the Queensborough Continuing Education program must follow the College's rules & regulations. Please ask for Annual Security Report. The College has the right to change schedules, replace instructors and/or cancel classes at its discretion.

UPDATES
The Office will send an updated notice for any changes in your schedule & location.

REGISTRATION
PHONE-IN 718.631.6343
It takes just a few minutes using MasterCard, VISA, Discover or Amex. Please be patient if placed on hold due to volume of calls. Have all information ready for EACH student.

ONLINE REGISTRATION www.qcc.cuny.edu/ContEd
Simple step-by-step process to register with a credit card only at any time, any place, 365 – 24/7.

NOTE: Certain classes not available for online registration. Please call our office at 718.631.6343 to register. For discounts, check, money order, and voucher programs, please contact the office directly at 718.631.6343 to register.

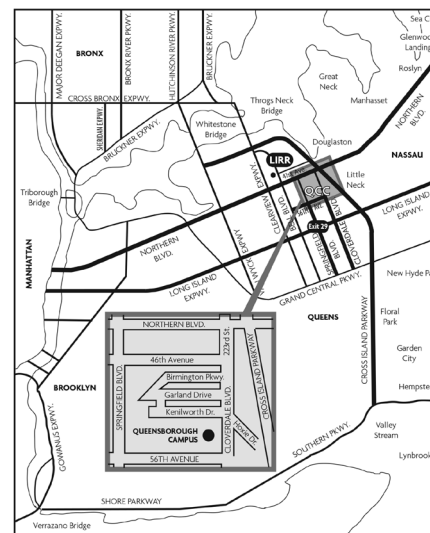**SPECIAL DISCOUNTED PRICING** for applicable/eligible courses on tuition only

Queensborough Alumni: 5% at initial time of registration for tuition eligible courses only.

Seniors 65 and above: 5% off for classes with tuition less than $150; 10% off for classes with tuition $150 and over.

Note: Only one discount applicable per registrant. All discounts will be taken on tuition only.

PAYMENTS No partial payments accepted. Cash payments are no longer acceptable.

PURCHASE ORDER & VOUCHERS for Employee Training. Organizations enrolling staff for training and development purposes will be invoiced if a purchase order number is quoted.

GETTING HERE

LOCATION
Queensborough Community College is located in Bayside, between Springfield Blvd. and Cloverdale Blvd. (223rd street) on 56th Ave. The campus is easily accessible by car from all parts of Queens and Long Island. It is just a few blocks north of the Springfield Boulevard Exit 29 on the Long Island Expressway, and immediately south of the Northern Boulevard exit on the Cross Island Parkway.
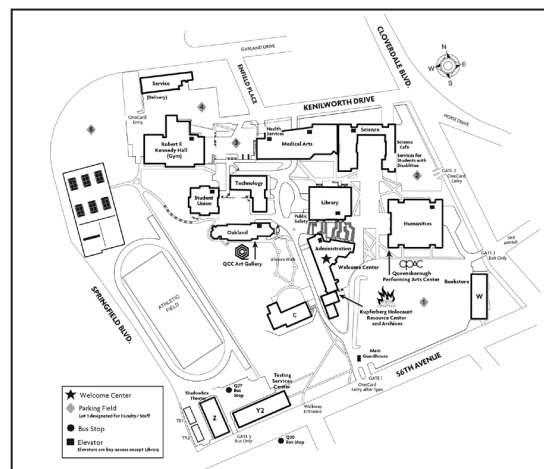
BY SUBWAY AND/OR BUS
From Flushing: Take Main Street Flushing Line (No. 7) to Main Street, Flushing Station. Take Q27* bus to campus.

From Jamaica: Take F train to 169th Street and Hillside Ave. and then the Q30* bus via Horace Harding Blvd. to Springfield Blvd. Walk north to 56th Ave. and turn right to campus. You can also take the E, J, or Z trains to the Sutphin/ Archer station and take the Q30 bus from there.

From the Bronx: Take the Q44 bus to Flushing Main Street. Transfer to the Q27* bus and go directly onto the QCC campus.

From Nassau County: The N-20, 21 bus line from Nassau County stops at the corner of Northern Blvd. and 223rd Street (Cloverdale Blvd.). The bus makes stops in the towns of Glen Cove, Roslyn, Manhasset, and Great Neck.

* The Q27 and Q30 buses now stop on the campus from 7 am to 11 pm on weekdays. Limited-Stop buses stop at Springfield Blvd. and 56th Ave.

BUILDING DESIGNATIONS
A - Administration Building
C - C Building
G - Gymnasium (Robert F. Kennedy Hall)
GATE - Main Gate
H - Humanities Building / QCC Theater
HB - Humanities Basement
L - Library
LB - Library Basement
M - Medical Arts Building
MC - Medical Arts Lower Level
OAKL - Oakland Building
S - Science Building
SU - Student Union Building
T - Technical Building
Y2 - Y Building
W - Campus Bookstore
Z - Z Building − (Z-111 is here)
Z - Annex (A + B)

CONTACT US

Dr. Christine Mangino
President
Queensborough Community College

William Faulkner
Vice President for Finance and Administration

OFFICE OF CONTINUING EDUCATION AND WORKFORCE DEVELOPMENT

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Ready to ContinYOU?

Contact us—we'd love to hear from you!

222-05 56th Avenue
Bayside, NY 11364

Room   L-118P
Phone   718-631-6343
Fax   718-281-5538

QUEENSBOROUGH
COMMUNITY COLLEGE

Pre-College, Continuing Education
& Workforce Development