Division of Workforce and Economic Development

Community and Personal Enrichment Programs

Workforce Training Programs and Courses

Non-Credit Class Schedule

Registration Begins December 10, 2008
For Registration & Information Call 651-5790

January - April

The College of Southern Nevada
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Horsemanship CPEX313
Learn fundamental horse care (grooming, saddling, bridling and maintenance), basic riding skills and overall safety. Western and English lessons are available. Classes are held in a safe and comfortable arena environment and Brass Tacks Ranch arena is lighted for evening classes. Students must be 18 years or older, have good command of the English language and be in good physical condition. Students must wear a boot with a heel (no tennis shoes, or hiking boots). Due to the physical limitations of the horses, rider’s weight must not exceed 200 pounds.
2/3-3/24 8Tu 6:30PM-8:30PM
$350 Call #13960
Patrick Wisnicky Brass Tacks Ranch

Beginning Tennis CPEX307
It’s never too late to learn this “sport of a lifetime” taught by a Certified Tennis Professional. Learn proper grip, basic strokes, movement, positioning and strategy necessary to begin playing this fun filled socially friendly game. Drills, targets, games and game-based situations are used to improve stroke development, control, consistency and tactics. Fee includes custom “Racquet Club” shirt, plus a high-quality, top brand-name racquet. Following one hour of instruction, students can stay for an additional hour of practice. Note: Tennis classes will be held at All American Park at 1651 South Buffalo Drive.
1/21-2/25 6W 6:00PM-7:00PM
$140 Call #13961
All American Park
3/18-4/29 6W 6:00PM-7:00PM
$140 Call #13962
All American Park

Intermediate Tennis CPEX306
Take your game to the next level. Review strokes, amplify your skills and create the regular consistency necessary to move up the ratings ladder. Learn specialty shots like power groundstroke, volleys, spin serves, overheads, approaches, lobs and drop shots. Advanced singles and doubles playing strategies prepare you to win more and have more fun. Fee includes unlimited ball machine use for one month and a custom “Racquet Club” shirt. After an hour of instruction students can play for another hour.
1/21-2/25 6W 7:00PM-8:00PM
$140 Call #13963
All American Park
3/18-4/29 6W 7:00PM-8:00PM
$140 Call #13964
All American Park

Golf Clinic CPEX308
Students will learn techniques to improve their game. Topics will include: swing, short game, irons, woods and putting. Must purchase 2-3 large buckets of balls and bring a full set of clubs.
4/25 1Sa 8:00AM-12:00PM
$74 Call #13965
Kirk Grimm Callaway Golf Center

Golf: Learning the Skills CPEX309
Learn the basic mechanics of the golf swing as well as specialty shots like putting, pitching, chipping and sand play. An overview of rules and game etiquette will also be covered. Bring your own clubs, preferably, but not mandatory, (driver, 3-5-7-9-PW and sand iron). A bucket of range balls must be purchased before each class.
4/20-4/29 2M, 2W 4:00PM-6:00PM
$106 Call #13966
Kirk Grimm Callaway Golf Center

Beginning Fencing CPEX312
En garde! Come and learn this unique and exciting sport from US Olympian and Fencing Master Ed Richards. You will learn the art and craft of the foil, simple attacks, parrys (defensive moves), reposts (return after parry), and explanation of all three weapons: Epee, Sabre and Foil. All equipment is included in the cost of the class. You will enjoy learning this amazing sport which has recently undergone a resurgence in popularity. Balance, agility and grace (under fire) are all part of learning how to fence.
2/3-3/10 6Tu 6:00PM-7:30PM
$110 Call #18641
Ed Richards Fencing Academy of Nevada

Please read our refund policy on page 32 before registering in your class.
Open Water SCUBA Diving  CPEX311
This SSI Open Water class is an entry-level class on the basic techniques of SCUBA diving. All SCUBA equipment is provided other than: mask, snorkel, fins, boots and gloves. Each session consists of classroom and pool hours. There will be two outings to Lake Mead in March and a written test. Multi-media kit is available at Desert Divers Supply prior to start date for course preparation for approximately $100. Must be age 12 or older.
2/20  1F  6:00PM-8:00PM
2/21 & 2/28  2Sa  9:00AM-5:00PM
3/7 & 3/14  2Sa  9:00AM-3:00PM
$185  Call #10942
Carol Desert Divers  Desert Divers/Lake Mead

Basic Synchronized Swimming  CPEX322
Course will include learning sculling techniques, propulsion, figure positions and transitions, music interpretation and choreography, and synchro strokes and patterns. Have some fun while having a new experience learning synchronized swimming! Your instructor is the Head Coach of the Las Vegas Synchronettes/Southern Nevada Desert Mermaids. Pool is covered and all participants should be able to complete a 25 yard swim and be water safe.
$30 materials fee payable to instructor at class. Wednesday classes are from 6:30PM to 8:00PM and Saturday classes are 9:00AM to 10:30AM.
1/14-2/7  4W, 4Sa  $139  Call #13279
Mary Butwinick  Municipal Pool Las Vegas
2/1-3/14  4W, 4Sa  $139  Call #14006
Mary Butwinick  Municipal Pool Las Vegas
3/25-4/18  4W, 4Sa  $139  Call #13023
Mary Butwinick  Municipal Pool Las Vegas

The Ultimate Guide to Living, Working, Traveling and Retiring in Mexico  CTCA302
Discover why Mexico just might be the world's ultimate place to travel and live. Join Paul Heller, a seasoned traveler to Mexico, as he shares the secrets for discovering hidden colonial cities, beach towns, and natural landmarks; studying Spanish, art and crafts, surfing, cooking and other courses; living successfully in Mexico (to include finding high quality health care, buying a home, making a living and adjusting to life south of the border); volunteering to work on ecological, archaeological and educational programs; traveling cheaply, safely and comfortably around Mexico and making friends and doing business. Your instructor is president of The Big Blue Marble, a publication company which provides seminars, tips and book reviews on alternative travel programs. Materials fee of $16 payable to instructor in class.
3/13  1F  6:30PM-9:30PM
$49  Call #13967
Paul Heller  West Charleston B107

How to Travel the World for Free  CTCA304
Learn hot to take FREE vacations 5 months out of the year. Learn over 40 different ways to make your vacations FREE in this practical, information packed, fun class. Discover ideas that can earn you income on your vacation, possible new careers and how to make your vacation costs tax deductible. Earn FREE airline tickets, tours, hotels and cruises. Learn how to mystery shop, import, teach English, write articles, volunteer, consult, fly as an air courier, get paid to drive, home exchanges, packing tips and much more. Materials fee of $15 payable in class for Gina Henry-Cook’s new book Free Vacations & Money Making Traveling, which retails for $39.95.
2/18  1W  6:30PM-9:30PM
$52  Call #12386
Gina Henry-Cook  West Charleston B107

Oil Painting for Pleasure  CART112
Join the fun and learn how to paint. Learn the basics of application and the mixing of colors in addition to learning many helpful economical hints. Inability to draw will not hinder you in this class. It is designed for beginners, intermediate and advanced students. Call instructor for basic supplies and to size limitations of canvases: 361-7873. Course will be in six 2½-hour sessions and one 4-hour workshop on Saturday. Date of workshop to be discussed in class.
1/15-2/19  6Th  6:30PM-9:00PM
$124  Call #17195
Elizabeth Freeman  Sahara West A102
1/26-3/9  6M  6:30PM-9:00PM
(No class 2/16)
$124  Call #12029
Elizabeth Freeman  Sahara West A102
3/5-4/16  6Th  6:30PM-9:00PM
(No class 3/19)
$124  Call #13346
Elizabeth Freeman  Sahara West A102

Refer to page 36 for class locations.
Learning to Crochet! CART117
This class is designed for the beginner and will take you through the steps necessary to create beautiful crocheted items. Students need to be prepared to pay $30-$40 for supplies. List of supplies needed for first class are: 1 size H crochet hook and 1 skein each (no dye lot) 4-ply soft green, rose and off-white yarn. Any questions you may call the instructor at: 569-1069.
1/23-2/27 6F 6:00PM-8:00PM
$84 Call #13941
Elizabeth Freeman Sahara West A102

Basic Sewing 101 CFAS140
Finally you can begin or complete that sewing project you have wanted to do for some time. With little knowledge of a sewing machine and construction, the beginner to intermediate sewer will be guided, while learning a ton of tips and techniques, to customize almost any project. Please bring your sewing supplies (scissors, pins, rulers, etc.) to class. Also, if you have an unfinished project or fabric you would like to begin using, please bring to class. Additional materials will be discussed at class.
2/3-3/10 6Tu 6:00PM-8:00PM
$69 Call #10280
Susan Morledge Sahara West A102

Beaded Jewelry CART130
Learn how to make beautiful jewelry for yourself or for gift giving. This class is for beginners who will learn how to make jewelry using basic stringing techniques. You will make several different jewelry projects in class including necklaces, bracelets and earrings. Tools needed will be provided for in-class use. Materials fee of $40 payable to instructor at first class.
1/31-2/14 3Sa 10:00AM-12:00PM
$55 Call #19260
Paula Darnell Summerlin Center 106

Intermediate Beaded Jewelry CART621
Go beyond the basics and learn more advanced techniques for creating beaded jewelry so that you can make beautiful jewelry for yourself or for gift giving. Learn how to use cones to make connections, how to bead perforated findings and how to do pearl knotting. You will make a jewelry project in class and tools will be provided for in-class use. Material fee of $60 payable to instructor in first class.
2/28-3/14 3Sa 10:00AM-12:00PM
$55 Call #15946
Paula Darnell Summerlin Center 106

Pottery CART175
Learn how to make beautiful pottery using a ceramic's wheel in a studio setting with master artist Amy Kline. Amy's class demonstrations are geared for beginning and more experienced potters alike. In addition to instruction time in class, you will have unlimited access for open studio time, which is included in the course fee. Tools will be $14.47 and you should expect to spend approximately $25 for materials. Both fees are payable to instructor in class. Students from age 10 years old and up are welcome.
1/12-2/16 6M 6:00PM-9:00PM
$175 Call #12193
Amy Kline Pottery West Studios
1/13-2/17 6Tu 10:00AM-1:00PM
$175 Call #13968
Amy Kline Pottery West Studios
1/15-2/19 6Th 6:00PM-9:00PM
$175 Call #12387
Amy Kline Pottery West Studios
1/18-2/22 6Su 9:00AM-12:00PM
$175 Call #10826
Amy Kline Pottery West Studios

Beginning Stained Glass CART228
Create beautiful stained glass artwork. Learn how to cut and grind glass, wrap copper foil and lead and how to solder your project when completed. At the completion of class you will have made 3 projects. Each student will make a foil method suncatcher and a small 12 X 15 inch foil method panel from a selection of patterns. No tools needed for the class and a supply list total between $25 and $40 will be given first week of class.
1/28-3/4 6W 5:30PM-8:00PM
$150 Call #13969
Lee Foster Glass Art Studio
3/17-4/21 6Tu 5:30PM-8:00PM
$150 Call #13970
Lee Foster Glass Art Studio

Beginning Furniture & Cabinet Making CINT300
This course will introduce you to the various stages of construction of furniture, cabinets and wood products. It will provide you with the basic knowledge and skills necessary to design, construct and finish wood products. You
should expect to complete one or more pieces of furniture of your choice (coffee table, night stand, chest, etc.) by the end of class. Materials will be discussed at class and will be student’s responsibility.

1/6-4/21  15Tu  5:30PM-9:30PM
(no class 3/17)
$220  Call #14691
Scott Hovland  Centennial HS 505

Advanced Furniture & Cabinet Making  CINT301
This course will provide you with an in-depth knowledge of the construction of furniture, cabinets and wood products. Prerequisite: completion of Furniture and Cabinet Making-Beginning. Upon completion of this class, you will have advanced knowledge and skills necessary to design, construct and finish wood products. Materials will be discussed at class and will be the student’s responsibility.

1/8-4/23  15Th  5:30PM-9:30PM
(no class 3/19)
$220  Call #12697
Scott Hovland  Centennial HS 505

Digital Photography I  CPHO301
Learn how your digital camera works, photography techniques and basic specifications. Technical topics will be discussed in layman’s terms. Class will cover exposure, camera settings, basic composition, emailing your photos, and image editing software. Instructor-led field trips will be made to local scenic areas to provide hands-on experience and to help master camera controls. Field trips and student/teacher feedback will be an integral part of the experience. Please bring to class your digital camera, camera manual and a 128 MB (or greater) USB flash drive. Materials fee of $20 is payable to instructor first class. Prerequisite: basic computer skills.

1/24-4/25  8W  6:00PM-8:00PM
(no class 2/14 & 3/21)
$92  Call #16696
Patrick Lynch  Sahara West B110

Watercolor  CART421
Watercolor is an opulent and rewarding medium. It is rumored to be difficult. Not so! Paint with Patrick and you will have fun exploring this wonderful medium. For the first class you will need to bring a 1” synthetic watercolor brush, a number 8 and number 4 round brushes. No oil brushes. Bring a wide-mouth water container, bounty paper towels (or equally absorbent towel), a roll of ⅜” or ¼” masking tape. If you have additional watercolor materials, please bring them to class. For the first the instructor will provide other materials and give guidelines for future classes. Expect to spend $25 for supplies. A $5 materials fee is payable to instructor in first class.

1/28-3/25  8W  6:00PM-8:00PM
(no class 3/18)
$92  Call #15525
Patrick Lynch  Sahara West B102

Portraiture  CART610
If the eyes are the windows of the soul, the face is the road map to the character of the person. In this class you will learn to draw faces; old, young, large and small, every variety. Bring to class 4B and 6B pencils, Bristol paper, 9”x12” or next larger size. Since we will paint in watercolors, bring a foam board for support, about 11”x15”. Bring what you have in watercolors or purchase Cotman or Academy tube paints in the following colors: Ultramarine Blue, Cerulean Blue, Light Red (Scarlet), Alizarin Crimson, Raw Sienna, Burnt Umber and Hansa Yellow. Other colors can be added later. Bring numbers 4 and 8 round brushes and a 1” flat watercolor brush (no oil brushes). Bring a palette (with a lid on it), absorbent paper towels, paper tape and it is recommended Arches 140 cold pressed paper (we will use about two full or eight quarter sheets on average in this class). Other items can run about $25 to $30. $5 materials fee payable to the instructor in the first class.

1/29-3/26  8Th  6:00PM-8:00PM
(no class 3/19)
$92  Call #16696
Patrick Lynch  Sahara West B110

Introduction to Art Clay Silver Jewelry  CART613
You will create jewelry items of pure silver (99.9%) through the use of art clay silver and/or gold in formulas such as clay, paste, syringe and paper types. You will experience first hand the versatility, ease and beauty or metal clay in jewelry and art objects. Emphasis will be on raw clay and green ware techniques, use of various tools, inclusions such as diachronic glass and stones, firing and finishing methods. Class will

All Community and Personal Enrichment class fees are per person unless indicated otherwise.

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Visit our website at: www.csn.edu

“Workforce & Economic Development”
on the drop-down select menu

REGISTER EARLY TO GUARANTEE SEATING

CALL 651-5790 TO REGISTER FOR CLASSES
Seven Steps to School Success (Ages 11-16)  CSSK200
Students in middle and secondary schools are led through study skill steps of textbook analysis, memory techniques, note taking strategies, problem-solving, organization and test-taking preparation.
1/24-2/28  6Sa  10:00AM-12:00PM
$72  Call #13971
Dorothy Nolan  Sahara West A103

Voice-Over and On-Camera Acting For Teens (Ages 12-16)  CTHE302
Would you like to be in a commercial? Sitcom? Doing voice-overs for animated movies? This is a beginning course in voice-over and on-camera skill development for students ages 12 to 16. You will build confidence and poise while learning techniques for commercials, sitcoms and soaps. You will learn basic diction and script interpretation, camera presence, and movement techniques for delivering commercials, narratives and acting on cameras. You will see your progress through video playback. You will learn about industry requirements and the laws governing under-age actors on the set. Your instructor brings years of experience to the classroom. Her credits include ABC’s General Hospital, production of three TV pilots, voice dubbing of 15 animated stories and much more! $25 materials fee payable to instructor at class for your video transfer.
3/2-3/30  4M  6:30PM-9:00PM
(no class 3/16)
$110  Call #11030
Betty Lougaris  Summerlin TBA

Creative Kid and Teen Chefs
Baking Camp (Ages 7-15)  CCUL220
Learn how to read recipes, prepare and cook delicious and healthy dishes with the emphasis on nutrition and food science. You will be exposed to working in the kitchen and learn baking techniques like the pros!
4/7-4/10  1Tu, 1W, 1Th, 1F  10:00AM-3:00PM
$300  Call #15551
Chef Alejandra Rivas  Creative Cooking School

Kids Theatre Workshop-Ages (8-12)  CART622
This theatre workshop will provide children with a constructive outlet to nourish their imagination and build confidence. It is not about how well a child performs or about creating stars, but through theatre games, activities and performance, how a child can grow in self-esteem, creativity and social skills. Each session begins with a physical and vocal warm-up. Classes provide a fun, challenging and supportive environment. Friends and family are invited to our final workshop.
1/21-3/11  8W  5:00PM-6:00PM
$55  Call #13972
Sandee McDuff  Summerlin TBA

See page 3 for pottery classes for students aged 10 years old and up!

Taste of Tuscany  CCUL173
Tuscany is the center of fine Italian cooking. Learn how to create several traditional Tuscan dishes, make homemade pasta and sauces by taking this culinary tour of Tuscany. Bueno appetite!
2/12  1Th  6:00PM-9:00PM
$99  Call #13973
Chef Christopher Lindsay  Sahara West TBA

IMPORTANT NOTICE—HOLIDAY CLOSURE:
All CSN campuses will be closed from December 25, 2008 through January 2, 2009. All sites will be open on Monday, January 5, 2009.
Wine Sense Does France  
CCUL300

Come and taste the fine wines of France in this one-of-a-kind course dedicated to French wines, which will cover all the top growing regions of France. Don't miss this opportunity to learn all about French wines, sampling them, utilizing the sight, smell and taste methodology. Students must be 21 years of age to enroll.

1/29-2/26  5Th  6:30PM-8:30PM
$99  Call #19693
Fritz Reese  TBA

Desserts 101  
CCUL343

This course will give you a brief overview of the pastry basics as well as show you how to execute some fabulous pastries! The course is designed for the beginner, but will expand the very basics. Class covers pie crusts, doughs, pastry creams, sponge cakes, soufflé cake, bar cookies, ganache and wafers. Min.5 Max 15

4/2  1Th  6:00PM-9:00PM
$99  Call #18441
Chef Alejandra Rivas  Creative Cooking School

Friday Night Out: Margaritas & Appetizers!  
CCUL106

Spice up your Friday night with something really different. Get some friends together and join Creative Cooking School and Chef Christopher Lindsay for a fun evening of socializing and cooking with fellow Las Vegas home chefs. Enjoy learning to create delicious Margaritas and gourmet appetizers that will wow friends and family at your next party.

4/24  1F  6:00PM-9:00PM
$99  Call #15526
Chef Christopher Lindsay  Creative Cooking School

Taste of Provence  
CCUL344

Celebrate as a land of outstanding beauty and spirit, the tranquil villages that make up the Provence region of France. Produce some of the most magical dishes known to mankind. This class is inspired by the dishes of Provence and will give you wonderful French Provincial recipes to try in your own home.

3/24  1Tu  6:00PM-9:00PM
$99  Call #18642
Chef Christopher Lindsay  Creative Cooking School

Vegetarian Cuisine  
CCUL345

Many people feel a vegetarian lifestyle is beneficial to their health and longevity. Join Chef Alejandra as she shows you how to create exciting and delicious vegetarian recipes that you can prepare for family and friends. You will be amazed how easy and flavorful it is to cook without meat!

1/21  1W  6:00PM-9:00PM
$99  Call #19262
Chef Alejandra Rivas  Creative Cooking School

Beers and Brews of the World  
CCUL350

Come and learn from a Seattle native and brewery enthusiast about the transformation of what was once considered a very, simple drink into what has become as crafted and complex as the wine industry. Learn about brews of all ranges from simple pale ales to complex nitro beers. Study serving temperatures as well as beer pairings and tasting. Students must be 21 to attend class. $35 materials fee payable to instructor in class.

1/20-2/17  5Tu  5:00PM-7:00PM
$49  Call #11496
Stormy Wright  Henderson TBA

East Coast Swing  
CDAN229

Sweep into the Swing! You will be hooked on the great music and fun steps. This is the easiest swing to learn and its versatility will get you dancing at weddings, lounges and country bars. Each couple will receive personal instruction, even in this group setting. Singles and couples welcome. Price is per person.

1/28-2/18  4W  8:00PM-9:00PM
$72  Call #17078
Kim Sakren  Triple Threat Dance Studio

Beginning Belly Dance  
CDAN233

Learn to control your body with grace and style. Dance for your interested person with a veil and cymbals. This class should be called body dancing! DeLois LaDelle is a professional dancer who studied this dance form in Syria. It is not only

CALL 651-5790 TO REGISTER FOR CLASSES
fun to do, but good exercise too! Call instructor for location 896-4012 or 376-5841.
2/5-3/26 8Th 7:00PM-8:00PM
$72 Call #13974
Dee Stalcup Call Instructor for Location

Step by Step Debt Elimination CFIN105
Learn how to ELIMINATE ALL of your debts in 5-8 years, including your home mortgage using your current income. Learn how much debt costs you, how to get out and stay out. Learn to operate 100% on cash. Bring a calculator and your monthly payment statements. Leave with your own confidential debt elimination plan. We use John Cummuta's internationally-acclaimed Transforming Debt into Wealth seminar. Couples with the same debts may attend at the cost of a single fee. Separate debts require two registrations. Manual included in fee. Private consultations are available. Fees vary.
2/11 1W 6:00PM-9:00PM
$79 Call #10943
James Leonhardt Henderson TBA

Financial Independence for Women CFIN218
At some point in their lives, 90% of women will be responsible for their own finances. Now, more than ever, women need to take care of their finances and plan for the future. The basics of money management, insurance and investment planning using mutual funds, stocks, bonds, annuities, whole life insurance, IRAs, Roth IRAs and 401(k)s will be presented. You will leave this class with a basic working knowledge to start a plan that fits your income, budgets and goals. An optional personal financial analysis is available for each student.
1/26 1M 6:00PM-9:00PM
$42 Call #19263
Elizabeth Meinhold, ChFC Sahara West A111
2/14 1Sa 9:00AM-12:00PM
$42 Call #10779
Elizabeth Meinhold, ChFC Summerlin Ctr TBA

Lifelong Financial Security CFIN401
This course is designed for people who want to plan for a secure retirement. Each session examines details of a financial issue crucial to maintaining your financial independence. The 148-page workbook will help you explore tax planning, long-term care, risk management, investment and estate planning. The homework will help you start a strategic plan to protect against inflation and build a spending plan during retirement. Tuition includes workbook, homework booklet and optional private consultation to review homework. You may bring your spouse or a guest at no extra cost. Course taught by Strategic Money Management Advisors. NO DISCOUNTS.
1/21-2/4 3W 9:30AM-12:00PM
$69 Call #17696
Dawn Gordon (SMMA) Summerlin TBA
1/22-2/5 3Th 9:30PM-12:00PM
$69 Call #17079
Dawn Gordon (SMMA) Summerlin TBA
3/3-3/24 3Tu 9:30AM-12:00PM
(no class 3/17)
$69 Call #12779
Dawn Gordon (SMMA) Summerlin TBA

Introduction to Professional Stocktrading CFIN155
Headquarters of one of the largest professional stock trading firms is located right here in Las Vegas. Bright Trading has joined with CSN to provide you with some great opportunities. The two generations of the Bright family, along with other long-time traders, will start with the basics of stock analysis to help the regular investor. They will continue to explain the intricacies of trading for a living. Bright Trading has hundreds of professional traders worldwide. This course is excellent for the average investor or the person who wants to begin a career in professional stock trading.
2/23-3/25 5M, 5W 6:00PM-8:00PM
$155 Call #15529
Don Bright Bright Brothers Trading

Financial Strategies for Successful Retirement CFIN402
Achieving financial success in retirement depends upon the action you take today. This course offers strategies to define and maximize your financial future with emphasis on practical information you can use immediately. The workbook will help you explore proven financial strategies and how to apply them to your situation. An optional counseling session with one of the instructors and your personal financial analysis is available to each class

Remember to mark your calendar with class dates, time and location. NO CONFIRMATION will be sent.
PERSONAL ENRICHMENT

CALL 651-5790 TO REGISTER FOR CLASSES

Self-Hypnosis    CPSY501
Learn the art of self-hypnosis in order to use it for changing your behavior, relaxing better, both mentally and physically, attaining better sleeping habits and controlling pain. $10 materials fee payable to instructor in class.
3/23-4/9  3M, 3Th  6:30PM-9:00PM
$64    Call #17346
Dr. Walter B. Hammond Sahara West B125

Stress Management: How to Relax    CHHP305
Learn how to physically, mentally and emotionally relax at will. Learn how to induce a deep natural sleep, control your own behavior and pain using positive thinking/imaging, mind control (self-hypnosis) and progressive relaxation. Wear comfortable clothing. $10 materials fee payable to instructor in class.
1/22-2/9  3M, 3Th  6:30PM-9:00PM
$64    Call #10827
Dr. Walter B. Hammond Sahara West B125

Women’s Kinetic Kick Boxing    CPEX302
This energetic, motivating class will give you the ultimate all-around workout! Punch and kick targets to test your power rather than just punching or kicking air. Challenge yourself to get in the best shape of your life, relieve stress and develop the body you have always wanted. Wear gym shoes and bring bag gloves or work gloves (some are available in class). If you are allergic to cats, please be advised there are several cats residing at the Academy.
1/26-2/18  4M, 4W  7:00PM-8:30PM
$75    Call #17192
Jack Soderberg  Create, Develop & Flow Academy, Ste 10

Tai Chi-Soft Mountain Breeze    CPEX303
In this class you will learn how to connect the mind and body as one. Learning the fundamentals of Tai-Chi and reap the benefits people obtain from doing this ancient exercise. If you are allergic to cats, please be advised there are several cats residing at the Academy.
1/20-2/24  6Tu  11:00AM-12:00PM
$60    Call #13978
Jack Soderberg  Create, Develop & Flow Academy, Ste 10
Women’s Extreme Boot Camp Workout!  CPEX305
Develop your mind as well as your body in a military-style workout that has no equal. Strengthen your body and develop discipline. Challenge yourself! Train with a Marine!
1/20-2/12  4Tu, 4Th  5:00PM-6:00PM
$99  Call #17193
Jack Soderberg  Create, Develop & Flow Academy, Ste 10

Tranquil Yoga For Stressed Adults-Plus Sized Men & Women Encouraged to Enroll!  CPEX320
Enjoy learning to relax. Learn how to: boost your energy level, balance your weight naturally, increase flexibility and strength, release tensions created by stress and experience restful and peaceful sleep. Realizing the need for accepting her body in the present tense, Jordana empowers stressed adults to de-stress and stretch with ease with tranquil, “gentle yoga.” Yes, many of us were once a 5, 8 or size 10. In this class you will be honored without the prom queen judgment! Come and release the stress in your life with gentle Yoga….meditation…visualization and soft music. Required text: A Simple Guide to Yoga, ISBN #0-88088-416-9, Karen Voorhees, author.
1/13-2/24  10Tu 6:30PM-9:30PM
(no class 3/17)
$110  Call #17080
Jordana Carroll  Summerlin Center 106

Yoga the Iyengar Method  CPEX321
Enhance your physical, mental and spiritual well being in this course designed for the beginning yoga student taught by a certified instructor, with over 20 years teaching experience and her apprentice who has over five years teaching experience. In this course you will learn the basic yoga postures, breathing techniques and philosophy of Hatha Yoga according to the teachings of B.K.S. Iyengar, world-renowned yoga master. Improve your posture, flexibility, strength, stamina, and ability to concentrate and relax. Students must bring prop kits to each class. Prop kits may be purchased or rented through the B.K.S. Iyengar Yoga Association of Southern Nevada (IYASN), or students may bring their own. Materials-Prop kit: block, strap, non-slip mat, 3 blankets, and eye wrap. Rent prop kits from IYASN at first class; return kit at last class-$25 rental fee plus $80 refundable deposit or purchase prop kit at first class for $105.
1/24-2/28  6Tu 12:30PM-2:00PM
$65  Call #17796
Aileen Epstein-Ignadiou  BKS Iyengar Yoga Ctr

Basic Spanish  CSPA304
This course will provide you with a basic knowledge of the Spanish language to better aid your communication skills. Study will include basic phonology, the alphabet, basic phrases, foods and simple conversation. $25 materials fee paid to instructor at first class.
1/10-2/28  8Sa  1:00PM-3:30PM
$125  Call #13979
Gilbert Gamboa  West Charleston B107
3/7-5/2  8Sa  1:00PM-3:30PM
(no class 3/21)
$125  Call #17194
Gilbert Gamboa  Sahara West A111

Find out what’s happening at Continuing Education! Visit us at:  www.csn.edu
dick “Workforce & Economic Development” on the drop-down select menu

PERSONAL ENRICHMENT • 9

REGISTRATION INFORMATION & FORMS ON PAGES 32-35
Motorcycle Rider Course  CDRV305

Are you a new or returning rider? Then this is the course for you. During this course, you’ll learn basic fundamentals and develop your capabilities to become a safer and more responsible motorcyclist. You’ll learn both the physical and mental skills for operating a motorcycle. You’ll learn how to manage risk and how to develop a good mental riding strategy. You’ll also learn how to effectively brake, swerve and corner. The Nevada Department of Motor Vehicles waives testing for successful graduates of this course. You must be at least 15 1/2 years of age, be a licensed driver or have completed a driver education class. You must also have your own helmet and be able to ride a bicycle. Motorcycles are provided by local dealers.

ATTENDANCE AT ALL SESSIONS IS MANDATORY. You will receive a confirmation schedule and waiver form approximately one week prior to the start of class. After successfully completing the course, you will receive a card to take to Nevada DMV to get your class M license endorsement. IF YOU ARE LATE, MISS A CLASS OR DO NOT ATTEND, YOUR CLASS FEE IS FORFEITED. THE FOLLOWING CLOTHING IS REQUIRED:

- DOT approved motorcycle helmet.
- Eye protection: (to be discussed at first class)
- Gloves with fingers.
- Long sleeved shirt or jacket
- Over the ankle footwear (boots or high top sneakers-no high heels)
- Long pants (jeans or similar fabric).

Students must be in good physical condition and have basic command of the English language. Students MUST PASS a written knowledge exam and skills evaluation to receive course completion card.

Schedule of 3 Consecutive Day Classes:
1/30-2/1 1F, 1Sa, 1Su  Call #13980
2/6-2/8 1F, 1Sa, 1Su  Call #13017
2/9-2/11 1M, 1Tu, 1W  Call #17082
2/11-2/13 1W, 1Th, 1F  Call #19265
2/20-2/22 1F, 1Sa, 1Su  Call #15532
2/24-2/26 1Tu, 1W, 1Th  Call #13981
2/27-3/1 1F, 1Sa, 1Su  Call #18648
3/6-3/8 1F, 1Sa, 1Su  Call #15535
3/9-3/11 1M, 1Tu, 1W  Call #16697
3/11-3/13 1W, 1Th, 1F  Call #15534
3/13-3/15 1F, 1Sa, 1Su  Call #13443
3/24-3/26 1Tu, 1W, 1Th  Call #19694
3/27-3/29 1F, 1Sa, 1Su  Call #15535
4/3-4/5 1F, 1Sa, 1Su  Call #15536
4/6-4/8 1M, 1Tu, 1W  Call #13780
4/8-4/10 1W, 1Th, 1F  Call #13982
4/10-4/12 1F, 1Sa, 1Su  Call #15547
4/17-4/19 1F, 1Sa, 1Su  Call #15538
4/21-4/23 1Tu, 1W, 1Th  Call #12846
Above Sections: $100
Cheyenne Module #3
1/9-1/11 1F, 1Sa, 1Su  Call #15539
1/16-1/18 1F, 1Sa, 1Su  Call #15540
1/23-1/25 1F, 1Sa, 1Su  Call #13029
2/6-2/8 1F, 1Sa, 1Su  Call #13983
2/20-2/22 1F, 1Sa, 1Su  Call #15541
2/27-2/29 1F, 1Sa, 1Su  Call #17084
3/6-3/8 1F, 1Sa, 1Su  Call #13984
3/20-3/22 1F, 1Sa, 1Su  Call #19695
3/27-3/29 1F, 1Sa, 1Su  Call #13985
4/3-4/5 1F, 1Sa, 1Su  Call #13986
4/17-4/19 1F, 1Sa, 1Su  Call #18649
4/24-4/26 1F, 1Sa, 1Su  Call #17085
Above Sections: $100
Henderson B118
1/9-1/11 1F, 1Sa, 1Su  Call #15542
1/12-1/14 1M, 1Tu, 1W  Call #17086
1/14-1/16 1W, 1Th, 1F  Call #10030
1/16-1/18 1F, 1Sa, 1Su  Call #13019
1/27-1/29 1Tu, 1W, 1Th  Call #12530
2/2-2/4 1M, 1Tu, 1W  Call #13988
2/4-2/6 1W, 1Th, 1F  Call #13020
2/17-2/19 1Tu, 1W, 1Th  Call #13030
2/20-2/22 1F, 1Sa, 1Su  Call #15544
2/27-3/1 1F, 1Sa, 1Su  Call #17087
3/2-3/4 1M, 1Tu, 1W  Call #12389
3/4-3/6 1W, 1Th, 1F  Call #18650
3/6-3/8 1F, 1Sa, 1Su  Call #12531
3/13-3/15 1Tu, 1Wh, 1Th  Call #19696
3/20-3/22 1F, 1Sa, 1Su  Call #19266
3/27-3/29 1F, 1Sa, 1Su  Call #19267
3/30-4/1 1M, 1Tu, 1W  Call #11780
4/1-4/3 1W, 1Th, 1F  Call #10829
4/10-4/12 1F, 1Sa, 1Su  Call #18651
4/14-4/16 1Tu, 1W, 1Th  Call #12279
4/17-4/19 1F, 1Sa, 1Su  Call #13989
4/24-4/26 1F, 1Sa, 1Su  Call #13990
4/27-4/29 1M, 1Tu, 1W  Call #13991
4/29-5/1 1W, 1Th, 1F  Call #13992
Above Sections: $100
West Charleston MODIII
Experienced Rider Course & License Waiver  CDRV301
If you are an experienced, licensed motorcyclist, this is the course for you. It will include many skill building exercises and in depth discussions of strategies and issues of riding in traffic. If it’s time for a tune up of skills, take this valuable course. Have you been riding motorcycles for a while, but you have no motorcycle driver's license? Do you already have good skills and can ride with good to excellent basic proficiency? If you have answered yes to all these questions, this course is appropriate for you. There is a preliminary qualifying skill check at the beginning of the course. This course will put you through skill building exercises and discuss motorcycling, particularly while operating in traffic. It also gives end of course written and riding tests. Nevada DMV will accept this course as a license testing waiver, so you can obtain your motorcycle endorsement and ride legally! Prerequisites: provide your own, fully insured street legal motorcycle; provide all required riding gear. Special Note: This course is not intended to teach you basic riding skills. You must already have good basic proficiency. Students lacking basic skills will be identified early in the course and dismissed, without refund. If you’re not sure, consider registering in the basic Motorcycle Rider Course. See Motorcycle Rider Course for description of equipment and clothing requirements for this class.

1/24 1Sa 7:30AM-4:00PM $60  Call #17083
Staff  West Charleston Range

1/25 1Su 7:30AM-4:00PM $60  Call #13993
Staff  West Charleston Range

2/7 1Sa 7:30AM-4:00PM $60  Call #13995
Staff  West Charleston Range

2/8 1Su 7:30AM-4:00PM $60  Call #13996
Staff  West Charleston Range

3/14 1Sa 7:30AM-4:00PM $60  Call #13997
Staff  West Charleston Range

3/15 1Su 7:30AM-4:00PM $60  Call #18653
Staff  West Charleston Range

4/4 1Sa 7:30AM-4:00PM $60  Call #12532
Staff  West Charleston Range

4/5 1Su 7:30AM-4:00PM $60  Call #11896
Staff  West Charleston Range

Beginning Guitar  CMUS205
In just six weeks you can be playing guitar. This basic course covers several easy chords and allows you to accompany yourself on a wide variety of simple songs. You provide the guitar. Class size is limited, so reserve your spot early. Materials required are a pad and pencil and the textbook; Fun With the Guitar, Author Mel Bay (can be purchased at Bonnie’s Music Shop-732-0777 east side of town or Desert Music-363-3333 west side of town). Attending the first class is a must.
1/14-2/18 6W 7:00PM-9:00PM $75  Call #17081
Chuck Collinsworth  Sahara West A102
2/25-4/8 6W 7:00PM-9:00PM (no class 3/18) $75  Call #13987
Chuck Collinsworth  Sahara West A102

Beginning Blues Guitar  CMUS207
Learn basic blues chords and patterns in this six week course. This class is designed to have you playing blues riffs in no time while having fun learning. No prerequisites. This is a popular area and classes will be kept small to insure individual attention. Register early. Bring your own guitar. Attending the first class is a must.
1/13-2/17 6Tu 7:00PM-9:00PM $75  Call #12146
Chuck Collinsworth  Sahara West A102
2/24-4/7 6Tu 7:00PM-9:00PM (no class 3/17) $75  Call #13297
Chuck Collinsworth  Sahara West A102

IMPORTANT NOTICE—HOLIDAY Closure:
All CSN campuses will be closed from December 25, 2008 through January 2, 2009. All sites will be open on Monday, January 5, 2009.

REGISTER EARLY TO GUARANTEE SEATING
Inventing for the Clueless  CPSD314
Do you have an invention? Want to make money with it? If you want to find buyers for your invention, this program will show how to:
• Protect Your Ideas with Patents, Trademarks, Copyrights & Confidentiality Agreements
• Evaluate your ideas
• Find potential buyers for your invention
• Offer it for sale in the safest method possible.
$30 materials fee payable to instructor in class for How to Sell Your Inventions for Cash #978-1-891440-27-4 and Contracts and Agreements for Inventors CD.
1/22  1Th  6:30PM-9:30PM  $39  Call #12388
Nancy Miller  Summerlin TBA

Advanced Power Learning Strategies  CPSY128
If you’d like to read with greater focus, strengthen your knowledge base, absorb information more quickly, understand better, and retain more, participate in this supercharged learning experience. Learn to read without mentally “tuning out,” getting tired or bored, or forgetting what you have read. Discover how to quickly get needed information from books and documents, and learn how to tap in to the part of your brain that never forgets. $20 for audio CD payable to instructor at class.
1/24  1Sa  9:00AM-12:15PM  $49  Call #13021
Don Woodruff  Sahara West B125

Genius Course  CPSY303
ONLINE COURSE—In the national bestseller “How to Think Like Leonardo da Vinci”, author Michael J. Gelb says, “The happiest people in the world ask, ‘What if I could find some way to get paid for doing what I love?’” What if you were given an opportunity to do what you really love? Now, it’s possible. The award-winning Genius Course Online shows you how to discover your unique talents. In 13 weeks, learn how to tap into and express your genius. It’s easy and FUN! Upon registering (preferably by phone at 651-5790), please request website to begin course.
1/26-4/26  Any Day  Any Time  $205  Call #13994
Philip Johncock, M.A.  Internet Only

You’ll leave with a more refined vocabulary, an understanding of how college-level works are formed. Don Woodruff, is the director of the Professional Vocabulary Institute. $20 materials fee payable to instructor for CD that will help you retain what you have learned.
1/21  1W  6:30PM-9:30PM  $49  Call #15543
Don Woodruff  Sahara West B125

Basic Math  CMAT303
Did you forget how to add, subtract, multiply and divide without a calculator? Do you struggle with decimals, percents or interest rates when purchasing something or taking out a loan? If you are uncomfortable using ratios, proportions or measurements, then this course will help you to be more confident using math throughout your daily life.
1/17-2/27  4Sa  9:00AM-12:00PM  $62  Call #18652
Lorraine Boyd  Summerlin TBA
2/28-3/28  4Sa  (no class 3/21)  9:00AM-12:00PM  $62  Call #13998
Lorraine Boyd  Summerlin TBA

The Joy of Assertive Communication and Negotiation  CCOM302
Learn the delight of communicating and negotiating with grace and without anxiety. This is a practical seminar for communicating powerfully and effectively to achieve win-win results in business and personal relationships. In this course you will learn how to: increase your powers of persuasion and influence; win over people to your ideas; express yourself clearly, explain your ideas convincingly and motivate others to believe in you; negotiate for mutual satisfaction; enrich your life by minimizing arguments, confrontations and frustrations; deal successfully with day to day situations in your job, business and profession and alternative solutions to difficult problems. Learn to make your dreams a reality.
2/1  1St  1:00PM-3:00PM  $39  Call #13018
Dr. Sinclair Rimmon  West Charleston B140

Master the 40 Words Successful People Use  CCOM304
People can judge you by the words you use. Gain control in your personal and professional life, develop instant credibility and high regard among peers, and improve academic and test scores. Studies have shown that a strong command of the English language is directly linked to academic and career success. In just over three-hours, master 40 power words using accelerated word-infusion techniques.
Seniors — Enjoy Educational Tours

Join CSN and Collette Vacations for more unique and fascinating educational tours for 2008. All tours have been created specifically for students aged 55+. Come and meet Carl Crews of Collette Vacations on Wednesday, February 18th, 10:00AM at the CSN Summerlin High Tech Center, Room #106, for a presentation on the educational tours being offered this semester by CSN and Collette Vacations. Please call 651-4059 and leave your name and phone number to confirm your attendance. We hope to see you then.

Exploring Greece and Its Islands
Travel Date: April 2, 2009  15-Day Tour
Discover the beauty and timeless wonder found only in Greece. From the colorful Greek Islands to historic, classical Greece, every day of this tour is filled with new and wonderful experiences. Tour includes the cities of Athens, Mykonos, Santorini, Kalambaka, Delphi, Meteora, and Olympia and more. Visit the Acropolis, the Temple of Zeus, the Olympic Stadium, and The Sanctuary of Apollo amongst many other sites. Enjoy fresh seafood from waterfront tavernas and sample the fabulous and unique wines of Greece.

The Best of Eastern Canada
Travel Date: August 16, 2009  9-Day Tour
This tour features the very best of Eastern Canada with visits to Montreal, Quebec, Ottawa, Toronto and Niagara Falls. Visit Notre Dame Cathedral, Jacques Cartier Square and McGill University. A scenic drive along the St. Lawrence River will bring you to the Shrine of St. Anne de Beaupre. Learn how maple syrup is made in Quebec City—there will be lots of sampling; visit the Royal Canadian Mounted Police Officers Musical Ride Center and admire their majestic horses—a colorful Canadian tradition. And no trip to Niagara Falls would be complete without experiencing the incredible Maid of the Mist which is included in this wonderful tour.

The Islands of New England
Travel Date: October 19, 2009  8-Day Tour
Come along and visit New England during the magnificent fall season with clean, crisp air and gorgeous fall colors this tour promises to be spectacular! Cities included in this tour are: Providence, Newport, Nantucket, Martha’s Vineyard and Provincetown. You will spend time in lovely Cape Cod and Martha’s Vineyard with visits to Plymouth Plantation and Plymouth Rock. Your tour also includes Cranberry Bog and a lobster feast.

New York City Holiday
Travel Date: December 3, 2009  5-Day Tour
Don’t miss New York City during the festive holiday season. This tour includes the Christmas Spectacular at Radio City Music Hall, a Broadway show and visits to: the Metropolitan Museum, Wall Street, Greenwich Village, the Statue of Liberty, Ellis Island and Tavern on the Green. There will also be plenty of time to shop for all those last minute holiday gifts!

PLEASE NOTE: If you would like brochures and complete itineraries for any of our tours, please call 651-4059. Leave your name, mailing address, and which brochures you would like. If you are considering a tour to a destination other than those listed, call us and let us know your interest!
Introduction to Computers CCIT500S
If you have fears about being a first time computer user, relax! You are just a mouse click away from computer literacy. In this hands-on basic course, you will learn about the parts of a personal computer (hardware) and how information (data) is organized, stored and retrieved. The Windows operating system and a variety of program applications and accessories (software) will be covered, including an introduction to basic word processing. Bring a 128 MB (or greater) flash drive. (1.2 CEU).
2/14-3/28  6Sa  10:00AM-12:00PM
(no class 3/21)
$72  Call #19268
Peggy Fuller  Summerlin TBA

Exploring the Internet CCIT507S
The Internet is unparalleled for accessing information, shopping and communicating worldwide. Discover its full potential using browser, search engine. Reduce security risks with free security updates, firewalls, anti-spyware and anti-virus software. Create a free Web E-mail account with strong spam blocking capabilities-all in the classroom. (1.2 CEU).
1/17 -2/7  4Sa  9:00AM-12:00PM
$72  Call #10830
Peggy Fuller  Summerlin TBA

Microsoft Word —Beginners Level CCIT531S
Students will be introduced to the powerful features of Microsoft Word. Class will include: an introduction and overview of Microsoft Word, learning the general principles of word processing, identifying and learning the functions of windows elements, learning how to use the mouse, dialog boxes and menus. Students will also learn how to create, edit, format, print and save documents in MS Word. Bring a 128 MB (or larger) flash drive to class. (1.2 CEU).
3/9-3/25  2M, 2W  1:30PM- 4:30PM
(no class 3/16, 3/18)
$72  Call #10831
Staff  Summerlin 102

GED Preparation CSSK201
Intensive, fast paced course designed to prepare students to successfully pass the GED test. Information covered will include: reading, math, writing, test taking skills and tips, and information about GED registration. Textbook is included in the fee. Bring a Casio FX-260 solar calculator to class. Books must be picked up in class. There are no refunds for texts not purchased in class! $5 materials fee payable to instructor in class.
1/12-2/25  4M, 8W  6:00PM-9:00PM
(no class 1/19, 2/16)
$125  Call #19269
Lorraine Boyd  Sahara West B102
1/13-2/19  6Tu, 6Th  6:00PM-9:00PM
$125  Call #18654
Lorraine Boyd  Sahara West B102
3/2-4/15  6M, 6W  6:00PM-9:00PM
(no class 3/16, 3/18)
$125  Call #13999
Lorraine Boyd  Summerlin TBA
3/3-4/16  6Tu, 6Th  6:00PM-9:00PM
(no class 3/17, 3/19)
$125  Call #17088
Lorraine Boyd  Summerlin TBA

Nevada High School Proficiency Exam Preparation: Math CSSK202
Review of math. Including but not limited to: Fractions, decimals, percent, ratio, proportion probability/statistics, algebra intro, and geometry, with emphasis on word problem interpretation and solution. Course is open to all high school students age 16 and up. Proficiency test dates are the week of January 26th and the week of March 16th. You must be 16 years old or older to take the exam.

CALL 651-5790 TO REGISTER FOR CLASSES
Voice-Over Techniques: Commercials, Animations and Narration CTHE110
Workshop emphasizes skills for voice-over, animation and narration performance for radio, television and film. Included is instruction and practice in the American standard for broadcast speaking, character readings, diction, pronunciation, vocal levels, microphone techniques, script marking and cold reading. These techniques and skills are the tools needed to perform scripts in the voice-over field. Class also includes vocal exercises, proper carriage, breathing, and discussions of studio etiquette with the unwritten rules that must be observed when working as a voice talent. Suggestions and guidelines on marketing one’s talent complete the course and a certificate is presented at the final class. Your instructor is a voice-over actor with over 30 years of experience. Students must bring one 90-minute audiotape to class. Class meets on selected evenings at a professional recording studio. $25 materials fee payable to instructor at first class. You may call instructor at 255-1179.

Beginning Acting for TV and Film CTHE101
Learn about acting for TV and the business side of the industry. You will study acting styles for various scripts that may be used, from period costume scripts to modern drama or comedy. Learn how to break down scripts to find the sub-text that will help you interpret the script more convincingly. A camera will be used in class while students learn to act through the use of scripts, improvisation, memory recall and specialized exercises. Learn how to present yourself with the correct resume and photos as well as finding an agent and locating casting notices for both union and non-union work. $25 materials fee payable to instructor. May call instructor at 255-1179.

Creating Compelling Characters CENG414
Hook readers quickly and keep them reading excitedly from the first to the last page of your story by developing compelling characters. Readers identify and relate to well-developed characters and the principles and techniques you will learn in this course will help you to create such characters and to heighten your story’s conflict, suspense, tone and theme. $35 materials fee payable to instructor in class.

Self Publishing for the Clueless CENG415
Got an idea for a book? Want to make money with it? Want it to be published? Now? Cheap? Learn everything needed to create your own books and other products including how to: • Write a book in 30 days or less. • Create audio products in two weeks • Create different kinds of books you can self-publish. • Obtain ISBN and bar codes. • Obtain copyright/trademark protection for your work. $30 materials fee payable to instructor in class for Profitable Self-Publishing for the Clueless®, ISBN #978-1-891440-51-9.

REGISTRATION INFORMATION & FORMS ON PAGES 32-35
Writing Novels that Sell  CENG403
This course concentrates on writing what could be a best-selling novel. The focus is on getting your proposed novel ready for publication as a hard-bound book, paperback, audio book or for internet release. Robert Cawley is the author of four novels and over one hundred TV scripts and screenplays.
3/7-4/18  6Sa  9:00AM-12:00PM
(no class 3/21)
$99  Call #12195
Robert Cawley  West Charleston B107

Writing Short Stories that Sell  CENG404
The advent of multi-magazines and publications has created an all-time high for the sale of quality short stories and articles. The accent is on the writing of short materials that will sell in today’s growing marketplace. Students need to bring pen and pencil.
1/24-2/28  6Sa  1:00PM-4:00PM
$99  Call #10281
Robert Cawley  West Charleston B107

Writing for Profit  CENG405
If you can talk, you can write! With the demand for novels, articles, short stories, poetry and TV scripts greater than ever, it is time to cash in on your creative potential and write for profit. Find out how to get published and succeed in all areas of the print media.
1/24-2/28  6Sa  9:00AM-12:00PM
$99  Call #12391
Robert Cawley  West Charleston B107

Writing Screen Plays that Sell  CENG406
Working in the screen trade, or how to write for motion pictures is revealed by an instructor who draws on his own professional experience. The student will learn to pitch his screenplay ideas to major executives. The pitch has become as equally important as the writing in the fast-paced world of motion picture production. This is a first hand look at why and how films get made and what elements make a good screenplay. This is nuts-and-bolts instruction for those who desire to be successful screen writers. Students need to bring pen and pencil.
3/7-4/18  6Sa  1:00PM-4:00PM
(No class 3/21)
$99  Call #18655
Robert Cawley  West Charleston B107

Memoir Writing  CENG 407
Tell your story. Writing memoirs is easier than you think and it is a lasting way to leave a special legacy for your family and their descendants. What a wonderful gift for your children and your grandchildren. This course will set you on the road to creating your own special work. Some of the best memoirs are written by people who don’t consider themselves “real” writers. This is a chance for you to leave a vivid portrait of your personal trip down memory lane.
3/6-4/3  4F  9:00AM-12:00PM
(no class 3/20)
$65  Call #12392
Robert Cawley  West Charleston B107

IMPORTANT NOTICE—HOLIDAY CLOSURE:
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Refer to page 36 for class locations.

Find out what’s happening at Continuing Education!
Visit our website at: www.csn.edu
Please read our refund policy on page 32 before registering in your class.

Become a Community Education Presenter
Fee-based, non-credit classes are designed to reflect the needs and interests of our community members. If you have a skill, talent or knowledge of a subject and the ability to communicate it to others, we would like to hear from you. If there is a subject not already included in our schedule, which you believe might appeal to a number of people, please call the Community and Personal Enrichment office at (702) 651-4059 to request a course proposal form. You can also get the form from our website, www.csn.edu.

We are currently seeking instructors for: Feng Shui, picture framing and matting, herbology, how to make your own lotions and body butter, floral design, and film photography.
Computer Basics CCIT500
If you have fears about being a first time computer user, relax! You are just a mouse click away from computer literacy. In this hands-on basic course, you will learn about the parts of a personal computer (hardware) and how information (data) is organized, stored and retrieved. The Windows operating system and a variety of program applications and accessories (software) will be covered, including an intro to basic word processing. Bring a 128 MB (or greater) flash drive. (1.2 CEU).
1/7-1/28 4W 6:00PM-9:00PM $134
George Woodsmall Sahara West A118
1/10-1/31 4Sa 9:00AM-12:00PM $134
Call #15504
Susan Morledge Sahara West A119
2/3-2/24 4Tu 6:00PM-9:00PM $134
Call #13942
Carlos Pavon Sahara West A112
2/3-2/24 2M-2W 6:00PM-9:00PM $134
Call #13942
Carlos Pavon Sahara West A112
3/2-3/31 4Tu 6:00PM-9:00PM $134
Call #18630
Susan Morledge Sahara West A119
4/4-4/25 4Sa 9:00AM-12:00PM $134
Call #10816
Carlos Pavon Sahara West A112
4/6-4/15 2M-2W 6:00PM-9:00PM $134
Call #12380
George Woodsmall Sahara West A118

Computer Basics en Espanol CCIT525
Este curso esta disenado para personas que desean obtener conocimiento basico y apropiado de computacion. Usted sera expuesto a las partes que componen la computadora y aprendera a hacer uso apropiado de estos. Obtendra conocimiento basico acerca de Windows y sus aplicaciones. Tambien los estudiantes seran expuestos a un precursores popular de palabras. Este curso es para el principante y no se necesita conocimiento previo en al area do computadoras.
2/7-2/28 4Sa 9:00AM-12:00PM $134
Call #13004
Carlos Pavon Sahara West A112

Exploring the Internet CCIT507
The Internet is unparalleled for accessing information, shopping and communicating worldwide. Discover its full potential using the browser and search engine. Reduce security risks with free security updates, firewalls, anti-spyware and anti-virus software. Create a free Web e-mail account with strong spam blocking capabilities—all in the classroom. (1.2 CEU).
3/20-4/3 4F 6:00PM-9:00PM $134
Call #14002
Susan Morledge Sahara West A119

Keyboarding I CCIT541
If you are not familiar with the keyboard, this is your first step toward working with computers. Improve your typing skills, learn correct finger positioning and keyboarding techniques through hands on experience. Bring a 128 MB (or greater) flash drive. You will receive a timed certificate at the end of class. (1.8 CEU).
2/5-3/12 6Th 6:00PM-9:00PM $155
Call #15941
Susan Morledge Sahara West A119

Windows Vista CCIT641
Learn the essentials of the new Windows Vista and explore Windows Vista’s features and interface Use “Hands-On” training to learn how to move around and explore the added features and functions that come with Windows Vista. Customize your system by changing desktop themes, colors, fonts, and mouse performance. For the beginner as well as those migrating from earlier versions of Windows. Prerequisites: Student should be familiar with the keyboard. Bring a 128 MB (or greater) flash drive.
2/17-2/26 2Tu, 2Th 6:00PM-9:00PM $134
Call #13781
George Woodsmall Sahara West A118

Build Your Own Website and Save $$$ CCIT660
Do you need a website? Scared to death about doing it yourself? You do not have to be programmer to design professional looking and cost effective websites. Your instructor guarantees that in this class you will learn how to:
• Define a site that works for you
• How to make the site user-friendly

REGISTRATION INFORMATION & FORMS ON PAGES 32-35
• How to get a shopping cart that only costs if sales are made
• How to link with search engines
No website development experience is necessary! $30 materials fee payable to instructor in class for *Fishing with a Net* and *How to Develop An Effective Web Site*. 1/22 1Th 6:30PM-9:30PM $49  
Mike Rounds  Sahara West A101

**Adobe Illustrator CS2**  CCIT504

Learn the basics of working with vector graphics. Create basic shapes, use coloring with swatches and brushes. Work with the powerful pen tool for drawing straight lines. Bezier Curves and complex shapes. Modify objects in many ways while creating artwork. An intermediate level of computer knowledge with a thorough understanding of Windows is recommended. Text required is *Adobe Illustrator Classroom in a Book*. Approximate cost is $50 and may be purchased at any bookstore. (1.5 CEU’s) 1/8-1/20 2Tu, 2Th 6:00PM-9:00PM $179  
Peggy Fuller  Sahara West A114

**Adobe PhotoshopCS2 Part I**  CCIT523

Learn the basics of working with rasters on the most widely accepted photo editor available. This course covers select and move areas as well as the basics of layering. Discover how to paint and edit artwork. Use masks and channels to isolate and manipulate specific parts of an image. Apply a variety of tools and commands to improve the quality of a photographic image. Find out how vector images interact with this pixel environment. An intermediate level of computer knowledge with a thorough understanding of Windows is recommended. Required text book is *Adobe Photoshop Classroom in a Book*. Approximate cost is $50 and may be purchased at any bookstore. (1.2 CEU’s) 1/6-1/22 3Tu, 3Th 6:00PM-9:00PM $189  
Michael Felsen  Sahara West A112

**Beginning CAD**  CCAD310

This course is for student with no AutoCAD experience who wishes to achieve maximum AutoCAD productivity in a minimum amount of time. This course will familiarize you with basic AutoCAD commands and computer-aided-drafting skills. You will gain the necessary skills to effectively and efficiently modify existing AutoCAD drawings as well as create new drawing projects. You will learn to set up Wizard, understand the AutoCAD drawing environment, how to draw, edit, modify, inquire and view commands. You will also learn the proper techniques for maintaining drawing accuracy, dimensioning and plotting commands plus the principles for managing layers, blocks and drawing files. Required text: *AutoCAD-2007 Tutorial, 1st Level 2D Fundamentals*, ISBN #1-58503-284-0, author SDC Publication. 2/14-3/7 4Sa 9:00AM-2:00PM $149  
Nir Bar-Josef  Summerlin 108

**QuickBooks Pro**  CACC500

Make your accounting job easier! Get hands on training using this full accounting software package. Learn to set up a new company and utilize the general ledger, accounts payable, inventory, accounts receivable and payroll capabilities of this package, reconcile accounts, modify an accounting period and void checks. Prerequisite: MS Windows and basic accounting concepts. Bring a 128 MB (or greater) flash drive. (1.8 CEU) 1/16-2/28 4Sa 9:00AM-12:00PM $134  
George Woodsmall  Sahara West A118

**Microsoft Excel— The Basics**  CCIT529

This course will introduce and familiarize students with the basics of this very popular spreadsheet program. Topics covered will include familiarization with various bars and views (screen layout) and navigation; creating, saving, and opening workbooks; selecting, editing, moving, deleting, and printing data; and creating and using basic formulas. Students are required to bring a 128 MB (or greater) flash drive to class. 2/7-2/28 4Sa 9:00AM-12:00PM $134  
George Woodsmall  Sahara West A118

**NOTE:** If you are interested in a secondary CAD course, for *Introduction to 3D in AutoCAD*, please call (702) 651-4059 and leave your name and phone number.
Microsoft Excel 2007
—The Beginning CCIT600
This course will introduce and familiarize students with the basics of the newest version of this very popular spreadsheet program. Topics covered will include: complex formulas; macros; graphs; and linking. Students are required to bring a 128 MB (or greater) flash drive to class. Prerequisites: a good working knowledge of Microsoft Excel is required.
3/23-4/1 2M, 2W 6:00PM-9:00PM $134 Call #14004
George Woodsmall Sahara West A118
4/20-4/29 2M, 2W 6:00PM-9:00PM $134 Call #14005
George Woodsmall Sahara West A118

Microsoft Excel—Beyond the Basics CCIT530
Build your knowledge of this very popular spreadsheet program. Topics covered will include: complex formulas; macros; graphs; and linking. Students are required to bring a 128 MB (or greater) flash drive to class. Prerequisites: a good working knowledge of Microsoft Excel is required.
4/11-5/2 4Sa 9:00AM-12:00PM $134 Call #15546
George Woodsmall Sahara West A118

Microsoft Word—The Basics CCIT531
This course is designed to familiarize the student with the basics of this very popular word processing program. Topics covered will include: familiarization with various bars and views (screen layout) and navigation; creating, saving, closing and opening documents; selecting, moving, deleting and printing text; cutting, copying and pasting text and graphics; using spell and grammar checkers and setting margins and formatting text and pages. Students are required to bring a 128 MB (or greater) flash drive to class. Prerequisites: student should be able to type.
1/10-1/31 4Sa 9:00AM-12:00PM $134 Call #19270
George Woodsmall Sahara West A118

Microsoft Word 2007—The Beginning CCIT610
This course will introduce and familiarize students with the basics of the newest version of this very popular word processing program. Topics covered will include: familiarization with the new ribbon concept (screen layout) and navigation; creating, saving, closing and opening documents; selecting, moving, deleting and printing text; cutting, copying and pasting text and graphics; using spell and grammar checkers; and setting margins and formatting text and pages. Students are required to bring a 128 MB (or greater) flash drive to class.
1/9-1/30 4F 6:00PM-9:00PM $134 Call #14007
George Woodsmall Sahara West A118

Microsoft PowerPoint—The Beginning CCIT533
Become familiar with the basics of this very popular presentations program. Topics include: familiarization with various bars and views (screen layout) and navigation; creating, saving, closing and opening slides and outlines; selecting, moving, deleting and printing text; cutting, copying and pasting text and graphics; using spell checker, formatting text and slides; and running and exporting slide shows. Students are required to bring a 128 MB (or greater) flash drive to class. Prerequisites: a working knowledge of computers and Microsoft Windows is required.
3/7-4/4 4 Sa 9:00AM-12:00PM (no class 3/21) $134 Call #15547
George Woodsmall Sahara West A118

Microsoft Access 2007—The Beginning CCIT620
This course will introduce and familiarize students with the basics of the newest version of this very popular database program. Topics covered include: familiarization with the new layout and views as well as, navigation; concepts of databases; creating, saving, closing and opening databases; creating and using tables, queries, forms and reports. Students are required to bring a 128 MB (or greater) flash drive to class. Prerequisites: a working knowledge of computers and Microsoft Windows is required.
2/6-2/27 4F 6:00PM-9:00PM $134 Call #14008
George Woodsmall Sahara West A118

REGISTER EARLY TO GUARANTEE SEATING
Import Export Now! CBUS607
ON LINE COURSE – The fundamental steps to trade worldwide are simple if broken down and explained. Week by week, each participant will perform one essential step, leading to the founding of an import or export company (or both). Finding products, sourcing, costing, marketing, financing, computerization and distribution are completed week by week. Post-course help via email with the instructor and past students is included. Class meets on the internet so a computer and modem are required to participate. Required text: How Small Businesses Trade Worldwide, ISBN 0979551501. For those registering online, please call registration at 651-5760 and ask for the instructors email address. Please reference the call number listed below.

1/28-3/25 9W 6:00AM-8:00AM
$95 Call #12196
John Spiers Internet Only

How to Start Your Own Business CBUS608
Don’t miss this valuable workshop that will help turn your business dream into reality. Learn the fundamentals of starting a business including organization, licensing, cash flow, start-up costs, record keeping, legal requirements, marketing and advertising avenues. Get the information you need to help make your business a success! A $10 materials fee is payable to instructor at beginning of class for the workbook.

1/24 1Sa 9:00AM-12:30PM
$55 Call #17196
SCORE West Charleston B140

2/21 1Sa 9:00AM-12:30PM
$55 Call #18658
SCORE West Charleston B140

3/21 1Sa 9:00AM-12:30PM
$55 Call #15943
SCORE West Charleston B140

Financial Reports: Managing By the Numbers
A follow up course to Accounting for Bookkeeping Boot Camp, this course is tailored for entrepreneurs, business owners, managers or anyone desiring to understand or improve their knowledge of the financial side of their business. The course covers everything from analyzing and understanding financial statements to budgeting and forecasting. Students will be able to confidently analyze financial data, measure business success, pinpoint new opportunities and successfully manage their own accounts by the numbers. Required text: Financial Management 101, Angie Mohr, Self-Counsel Press 1st Edition 2003.

3/23-4/6 3M, 2W 6:00PM-9:00PM
$169 Call #18660
Kerry Walters Sahara West TBA

Accounting and Bookkeeping Boot Camp for Non-Accountants CACC515
This course is designed for individuals with little or no financial or accounting experience. Students learn to select a business entity, create a chart of accounts and set up a bookkeeping system to record revenue and expenses and to prepare financial statements. Emphasized areas include A/R, extending credit, issuing purchase orders, A/P, payroll and fixed assets. In addition, students will practice transaction processing online in QuickBooks. At the end of this course, students will have confidence in setting up an effective bookkeeping system, preparing financial statements and maintaining the proper business records at home or at work. Course fee includes text and materials. Students must bring a 128MB (or greater) flash drive.

1/26-3/11 6M, 7W 6:00PM-9:00PM (no class 2/16)
$349 Call #17089
Kerry Walters Sahara West TBA
IMPORT EXPORT BUSINESS—A DYNAMIC AND EMPOWERING SERIES  

CBUS609

In this three-part series learn how to become wealthy, happy and fulfilled. Students may enroll in the entire series or individual classes, choosing the course most suited for their specific interests. Dr. Sinclair Rimmon, President of S. Rimmon & Co., an import-export firm established in 1955, presents this informative series. He is also the author of Importing—Your Guide to Fortune and Fulfillment. By enrolling in the series, students receive a substantial discount on the course fee and a certificate awarded upon completion.

1/31-2/1  1Sa, 1Su  10:00AM-3:00PM  
$98  Call #14009 
Dr. Sinclair Rimmon  West Charleston B140

Part I—Become a Successful Entrepreneur in the Exciting & Profitable Import Export Business  
CBUS610

If you dream of owning your own profitable and fascinating business venture, then explore the import/export business. In this course, you will learn how to: start a career in import/export, find a profitable product and sources of the products in the U.S. and abroad, obtain free samples, gain knowledge of U.S. Customs rules and procedures and conduct marketing research. You will also learn about the fundamentals of marketing in the U.S. and internationally, shipping insurance information, the most profitable way to sell your products and more!

1/31  1Sa  10:00AM-12:00PM  
$39  Call #15548 
Dr. Sinclair Rimmon  West Charleston B140

Part II—Gain Specific Information on Importing & Exporting as a Business or Career Field  
CBUS611

You will gain specific information on importing and exporting as a business or career. You will learn about sources of products in the United States and abroad, international trade shows and fairs, negotiating with foreign and domestic suppliers, U.S. Customs procedures, international banking, foreign exchange and terms of payment.

1/31  1Sa  1:00PM-3:00PM  
$39  Call #18659 
Dr. Sinclair Rimmon  West Charleston B140

Part III—Expanding Your Knowledge of the Importing/Exporting Business  
CBUS612

The focus of this seminar will be on general international trade procedures, letters of credit, transferable letters of credit, landed cost analysis, shipping, insurance information and exciting tools to increase your sales and your profits.

2/1  1Su  10:00AM-12:00PM  
$39  Call #13024 
Dr. Sinclair Rimmon  West Charleston B140

Grant Writing Basics  CEDU300

ON LINE COURSE—Take this popular, nationally-recognized course at your own pace, in the privacy of your own home or office. To date, students have successfully received over $1.2 billion in grant funding. Topics include how to illustrate ideas for funding, finding funding sources, key elements of a successful grant proposal, the most widely used grant writing format in the world, and how to evaluate proposals. Critique sample proposals and write a mock or real proposal applying skills learned. Taught in six easy assignments. Must complete by April 30th. Cost includes telecourse, materials and online instruction. Upon registering, please request the website address to begin. If you register online, please call registration at 651-5790 to request the website address.

1/26-4/30  Any Day  Any Time  
$287  Call #10944 
Philip Johncock, M.A.  Internet only

Locating Funders  CEDU302

ON LINE COURSE—Every year, over $300 billion in grant funding is available from four funder types: foundations, corporations, governments, and individuals. In this six-week course, you will learn about these four funder types and how to generate a list of potential funders. You’ll also learn the #1 secret that funding experts know that you probably don’t. Increase your chances of success in receiving funds by conducting pre-proposal contacts. As an extra bonus, learn about linear and non-linear ways to attract funders. Cost includes course materials. Upon registering, please request the website address to begin. If you register online, please call registration at 651-5790 to request the website address.

1/26-4/15  Any Day  Any Time  
$205  Call #12197 
Philip Johncock, M.A.  Internet Only

Remember to mark your calendar with class dates, time and location. NO CONFIRMATION will be sent.
The Interpreting Core—Prerequisite to the Interpreter Certification —Medical Concentration CBUS660
These courses are geared to provide an overview of interpreting as a profession and to fill the gap in traditional language instruction for communicative purposes. The language instruction is specific to the needs of interpreters and translators. The grammar part of this course offers practice in text analysis, oral and written summarizing, paraphrasing, idiomatic vocabulary and glossary development. This core set of classes is the prerequisite to any of the concentrations.

2/21-3/7 3Sa 9:00AM-4:00PM
$450 Call #15510
Miriam Flores Downtown Learning Ctr

Interpreter Certification —Medical Concentration CBUS661
This component consists of three classes (18 hours of coursework). This concentration includes Sight Translation, Consecutive Interpreting and Simultaneous Interpreting. This concentration deals specifically with the medical field. The fundamentals of language and communication skills in a medical setting are covered. Skills are developed and techniques are practiced to achieve proficiency in cognitive processing activities. Important skills will be taught for accuracy and retention, such as memory, listening and note taking. Prerequisite: The Interpreting Core.

3/21-4/4 3Sa 9:00AM-4:00PM
$450 Call #15508
Miriam Flores Downtown Learning Ctr 201

The Law Enforcement Concentration—Law Enforcement & Legal Concentration CBUS662
The Law Enforcement component: includes sight translation, consecutive interpreting and simultaneous interpreting. Due to the need of absolute accuracy in these fields, it is essential to learn proper interpreting skills. The course will provide training in written and oral interpreting skills to effectively communicate with non-English/limited English speaking individuals. It is developed to aid individuals in understanding their rights, complying with the law and receiving access to law enforcement services.

The Legal component: The participant will learn about the court system, the role of the interpreter, legal concepts and legal terminology. Vocabulary-building techniques and public speaking skills are also emphasized. Skills are developed to help students communicate with accuracy and effectiveness. Important skills will be taught for accuracy and retention, such as memory, listening and note taking. The course provides preparation to take the Court Interpreters exam and be certified as a Court Interpreter. Upon completion of the course, the student will receive a Certificate of Completion for Law Enforcement and a Certificate of Completion for Legal.

4/18-5/2 3Sa 9:00AM-4:00PM
$600 Call #15509
Miriam Flores Downtown Learning Ctr

Basic EKG Class CCRS300
Participants will receive theoretical and practical application time diagnosing normal EKG rhythms vs. lethal and potentially lethal rhythms seen in the ICU setting. There will be four sessions which the participants must attend to acquire the continuing education hours. CE's provided by NV Board of Nursing. Book included. **Recommend purchase of EKG Calipers.

1/13-1/21 2Tu, 2W 8:00AM-12:00PM
$159 Call #10029
Mitch Hines, RN Sahara West B102

2/4-2/12 2W, 2Th 8:00AM-12:00PM
$159 Call #13947
Mitch Hines, RN Sahara West B102

3/3-3/11 2Tu, 2W 8:00AM-12:00PM
$159 Call #13006
Mitch Hines, RN Sahara West B102

4/1-4/9 2W, 2Th 8:00AM-12:00PM
$159 Call #10819
Mitch Hines, RN Sahara West B102

Family Caregivers—Providing Positive Care Program CNUR341
This is a new 16-hour program that will involve a variety of activities. On day one, the participant will attend AHA/CPR with First Aid. On day two, the person will learn how to care for a loved one in a home care setting including Activities of Daily Living (ADL), bed making, the importance of nutrition and hydration, skin care, ambulation and body positioning in addition to the emotional challenges of the Care Receiver and Caregiver.

2/6-2/7 1F 1Sa 8:00AM-5:00PM
$225 Call #11996
Mark Simmons, QDCS Sahara West B102, Friday Charleston CNA Lab, Saturday

REGISTER EARLY TO GUARANTEE SEATING
American Heart
Friends & Family CPR
Heart Disease is the #1 cause of death of men
and women today. Saving lives is the name of
the game. The victim has a better chance of
survival when CPR is started within the first five
minutes of becoming unconscious.
2/27 1F 9:00AM-1:00PM
$39 Call #10824
David Jadwin, BLS TCF Sahara West B102.

AHA CPR Heartsaver
/1st Aid
This course provides AHA CPR for adults, children
and infants with an AED. NOTE: A $10 discount is
given to all CSN students, faculty and staff. Book
included. Spanish courses available upon request.
1/23 1F 9:00AM-4:00PM
$69 Call #12946
David Jadwin, BLS TCF Sahara West A101
1/31 1S 9:00AM-4:00PM
$69 Call #12379
David Jadwin, BLS TCF Sahara West A101
2/6 1F 9:00AM-4:00PM
$69 Call #10817
David Jadwin, BLS TCF Sahara West A101
2/20 1F 9:00AM-4:00PM
$69 Call #18639
David Jadwin, BLS TCF Sahara West A101
2/28 1S 9:00AM-4:00PM
$69 Call #13779
David Jadwin, BLS TCF Sahara West A101
3/6 1F 9:00AM-4:00PM
$69 Call #13954
David Jadwin, BLS TCF Sahara West A101
3/14 1Sa 9:00AM-4:00PM
$69 Call #13012
David Jadwin, BLS TCF Sahara West A101
3/20 1F 9:00AM-4:00PM
$69 Call #13955
David Jadwin, BLS TCF Sahara West A101
3/28 1Sa 9:00AM-4:00PM
$69 Call #15523
David Jadwin, BLS TCF Sahara West A101
4/3 1F 9:00AM-4:00PM
$69 Call #13957
David Jadwin, BLS TCF Sahara West A101
4/18 1Sa 9:00AM-4:00PM
$69 Call #12385
David Jadwin, BLS TCF Sahara West A101
4/24 1F 9:00AM-4:00PM
$69 Call #15524
David Jadwin, BLS TCF Sahara West A101

AHA CPR—For the
Healthcare Provider
This course is American Heart Association
approved for personnel working in a hospital,
free standing medical and surgical facilities and
other healthcare professions. There is a $10
discount for CSN students, faculty and staff. Book
included. Spanish courses available upon request.
1/10 1Sa 9:00AM-4:00PM
$69 Call #15515
David Jadwin, BLS TCF Sahara West A101
1/16 1F 9:00AM-4:00PM
$69 Call #13296
David Jadwin, BLS TCF Sahara West A101
1/24 1Sa 9:00AM-4:00PM
$69 Call #10941
David Jadwin, BLS TCF Sahara West A101
1/30 1F 9:00AM-4:00PM
$69 Call #15516
David Jadwin, BLS TCF Sahara West A101
2/7 1S 9:00AM-4:00PM
$69 Call #13951
David Jadwin, BLS TCF Sahara West A101
2/13 1F 9:00AM-4:00PM
$69 Call #13009
David Jadwin, BLS TCF Sahara West A101
2/21 1S 9:00AM-4:00PM
$69 Call #18246
David Jadwin, BLS TCF Sahara West A101
3/7 1Sa 9:00AM-4:00PM
$69 Call #12529
David Jadwin, BLS TCF Sahara West A101
3/21 1Sa 9:00AM-4:00PM
$69 Call #15518
David Jadwin, BLS TCF Sahara West A101

Remember to mark your calendar with
class dates, time and location.
NO CONFIRMATION will be sent.

Find out what’s happening
at Continuing Education!
Visit our website at:
www.csn.edu
click “Workforce & Economic Development”
on the drop-down select menu
AHA CPR—For the Healthcare Provider, continued

3/27  1F  9:00AM-4:00PM
$69  Call #17073
David Jadwin, BLS TCF  Sahara West A101

4/4  1Sa  9:00AM-4:00PM
$69  Call #10825
David Jadwin, BLS TCF  Sahara West A101

4/17  1F  9:00AM-4:00PM
$69  Call #15519
David Jadwin, BLS TCF  Sahara West A101

4/25  1S  9:00AM-4:00PM
$69  Call #13442
David Jadwin, BLS TCF  Sahara West A101

IV Certification Class for LPN’s  CNUR300
Obtain the required information and practical experience for the LPN to start the IV Certification process in Nevada. An additional 10 hours of clinical experience will be required in the hospital setting for starting IV’s. BRN of Nevada approved for 30 hours of continuing education.
1/22-1/23  1Th, 1F  8:00AM-6:00PM
$259  Call #15511
Kathleen Mohn, MSED., RN  Sahara West B110.
3/19-3/20  1Th, 1F  8:00AM-6:00PM
$259  Call #18634
Kathleen Mohn, MSED., RN  Sahara West B110

The Latest & Greatest on IV Therapy (For RN’s Only)  CNUR301
Upon completion of this course, the participant will be able to cite the role of the RN & LPN in providing IV care to patients, list the Standards of IV care as proposed by the INS, identify patient risk factors for IV complication and become familiar with nursing interventions to prevent/manage each intravenous complication. In addition, participants will be able to administer IV medications safely, review central venous circulation and the different types of access devices used for intermediate and long term IV therapy, list the patient/therapeutic indications for each device, list the alternatives to IV therapy and the indications for choosing these alternatives. We will also discuss the financial considerations related to IV therapy. The nurse will also learn to demonstrate effective methods of initiating a peripheral IV site. CE’s provided by NV Board of Nursing.  
1/9  1F  8:00AM-5:00PM
$89  Call #17846
Kathleen Mohn, MSED., RN  Sahara West B110

4/17  1F  8:00AM-5:00PM
$89  Call #18633
Kathleen Mohn, MSED., RN  Sahara West B110

P.I.C.C. Line Insertion Class (Peripherally Inserted Central Catheters)  CNUR303
This class will assist the RN in choosing the correct vascular access device, the insertion of the device and the management of line once it is inserted and stabilized using the vascular access system. The text and equipment will be provided by the instructor.
2/20  1F  8:00AM-8:00PM
$285  Call #13005
Kathleen Mohn, MSED., RN  Sahara West B110

Trauma Nursing Core Certification—TNCC  CNUR305
The Trauma Nursing Core Course is a 16-hour course designed to provide students with cognitive knowledge and psychomotor skills. The trauma nursing process is used to standardize the approach to trauma care and is reflected in the chapters and in the psychomotor skill stations in the manual. Participants receive CECHs for attending the course.
1/29-1/30  1Th, 1F  7:30AM-5:00PM
$299  Call # 10279
Pat Sica, RN, CCRN, ENC  Sahara West B102

3/12-3/13  1Th, 1F  7:30AM-5:00PM
$299  Call #17069
Pat Sica, RN, CCRN, ENC  Sahara West B102
Trauma Nursing Core Course (TNCC) —Instructor Course  

**CNUR340**

Using the TNCC Instructor Manual, the participants will acquire knowledge and skills to coordinate and participate in TNCC Provider courses. Prerequisite: Student must provide documentation of a score of 90% or higher on the TNCC Certification Exam. Participants receive CECHS for attending the course. Book included. Continuing Education will be provided.

3/14  1S  7:30AM-5:00PM  $250  Call #13946
Lori Jean Roorda, RN, BSN CEN Sahara West B102

American Heart Association  

**Basic Life Support Instructor**  

**CHHP315**

Students must have AHA CPR for HCP card and reference letter stating qualifications and TC sponsor. Student teaching required. CE’s provided through the NV Board of Nursing. Textbooks included.

2/28  1Sa  9:00AM-4:00PM  $250  Call #17072
David Jadwin, BLS TCF Sahara West A101

**AHA PALS Certification**  

**CNUR320**

Open to the public. Prerequisites include: Current AHA CPR for HCP card and EKG Certificate or equivalent experience. Self pay. Call #’s 12192 and 19259 include NV Board of Nursing CE’s. Call #’s 13959 and 17077 provide CME’s. 2/27-2/28  1F, 1Sa  7:30AM-5:00PM  $199  Call #12192
B.J. Kopka, NREMT-P, PALS RF Sahara West A101
4/24-4/25  1F, 1Sa  7:30AM-5:00PM  $199  Call #19259
B.J. Kopka, NREMT-P, PALS RF Sahara West A101
2/27-2/28  1F, 1Sa  7:30AM-5:00PM  $274  Call #13959
B.J. Kopka, NREMT-P, PALS RF Sahara West A101
4/24-4/25  1F, 1Sa  7:30AM-5:00PM  $274  Call #17077
B.J. Kopka, NREMT-P, PALS RF Sahara West A101

**AHA PALS Recertification**  

**CNUR321**

Open to the public. Self pay. Prerequisites include: Current AHA CPR for HCP card, current AHA PALS certification and EKG certificate or equivalent experience. Call #’s 11029, and 19258 provide NV Board of Nursing CE’s. Call #13013 and Call #18640 provide CME’s.

1/31  1Sa  7:30AM-5:00PM  $99  Call #11029
B.J. Kopka, NREMT-P, PALS RF Sahara West A101
3/21  1Sa  7:30AM-5:00PM  $99  Call #19258
B.J. Kopka, NREMT-P, PALS RF Sahara West A101
1/31  1Sa  7:30AM-5:00PM  $174  Call #13013
B.J. Kopka, NREMT-P, PALS RF Sahara West A101

3/21  1Sa  7:30AM-5:00PM  $174  Call #18640
B.J. Kopka, NREMT-P, PALS RF Sahara West A101

**AHA PALS Instructor Course**  

**CNUR322**

Must have AHA CPR for HCP card, PALS provider card and reference letter with qualifications and TC sponsor to register. Student teaching required. CE’s provided by NV Board of Nursing Textbooks included.

4/3  1F  9:00AM-4:00PM  $250  Call #17076
B.J. Kopka, NREMT-P, PALS RF Sahara West A101

**AHA ACLS Certification**  

**CNUR325**

Open to the public. Prerequisites include: AHA CPR for Healthcare Provider card and Basic EKG certificate or equivalent experience. Self pay. Call #’s 10821, 18635, 13948 and 13007 provide NV Board of Nursing CE’s. Call #’s 10822, 18636, 19692 and 11396 provide CME’s.

1/23-1/24  1F, 1Sa  7:30AM-5:00PM  $199  Call #10821
Ruth Olsen-Cumbers, RN, BSN, ACLS RF Sahara West A101
2/20-2/21  1F, 1Sa  7:30AM-5:00PM  $199  Call #18635
Ruth Olsen-Cumbers, RN, BSN, ACLS RF Sahara West A101
3/13-3/14  1F, 1Sa  7:30AM-5:00PM  $199  Call #13948
Ruth Olsen-Cumbers, RN, BSN, ACLS RF Sahara West A101
4/17-4/18  1F, 1Sa  7:30AM-5:00PM  $199  Call #13007
Ruth Olsen-Cumbers, RN, BSN, ACLS RF Sahara West A101
1/23-1/24  1F, 1Sa  7:30AM-5:00PM  $274  Call #10822
Ruth Olsen-Cumbers, RN, BSN, ACLS RF Sahara West A101
2/20-2/21  1F, 1Sa  7:30AM-5:00PM  $274  Call #18636
Ruth Olsen-Cumbers, RN, BSN, ACLS RF Sahara West A101
3/13-3/14  1F, 1Sa  7:30AM-5:00PM  $274  Call #19692
Ruth Olsen-Cumbers, RN, BSN, ACLS RF Sahara West A101
4/17-4/18  1F, 1Sa  7:30AM-5:00PM  $274  Call #11396
Ruth Olsen-Cumbers, RN, BSN, ACLS RF Sahara West A101

**AHA ACLS Recertification**  

**CNUR326**

Open to the public. Prerequisites include: Current AHA ACLS Certification, AHA CPR for the Healthcare Provider card and Basic EKG certificate or equivalent experience. Self pay. Call #’s 15513, 13949, 13008 and 18637 provide NV Board of Nursing CE’s. Call #’s 15514, 12383, 14029 and 10823 provide CME’s.

1/10  1Sa  7:30AM-5:00PM  $99  Call #15513
Wally Henkelman, RN, MSN, CCRN Sahara West A101

Refer to page 36 for class locations.
AHA ACLS Recertification, continued
2/7  1Sa  7:30AM-5:00PM  $99  Call #13949
Wally Henkelman, RN, MSN, CCRN  Sahara West A101
3/28  1Sa  7:30AM-5:00PM  $99  Call #13008
Wally Henkelman, RN, MSN, CCRN  Sahara West A101
4/4  1Sa  7:30AM-5:00PM  $99  Call #18637
Wally Henkelman, RN, MSN, CCRN  Sahara West A101
1/10  1Sa  7:30AM-5:00PM  $174  Call #15514
Wally Henkelman, RN, MSN, CCRN  Sahara West A101
2/7  1Sa  7:30AM-5:00PM  $174  Call #12383
Wally Henkelman, RN, MSN, CCRN  Sahara West A101
3/28  1Sa  7:30AM-5:00PM  $174  Call #14029
Wally Henkelman, RN, MSN, CCRN  Sahara West A101
4/4  1Sa  7:30AM-5:00PM  $174  Call #10823
Wally Henkelman, RN, MSN, CCRN  Sahara West A101

AHA ACLS Instructor Course  CNUR327
Must have AHA CPR for HCP card, ACLS provider card and reference letter stating qualifications and TC sponsor to register. Student teaching required. CE's provided by NV Board of Nursing. Textbooks included.
3/20  1Tu  8:00AM-5:00PM  $250  Call #10820
Ruth Olsen-Cumbers, ACLS RF  Sahara West A101

Wound Management  CNUR342
On average, a wound will cost $30,000 to heal. Wounds are the #1 contributing factors that affect mortality and excessive lengths of hospitalization and have a readmission rate of 48%. Because of the tremendous nursing resources that wounds require, prevention and rapid treatment with the most advanced and aggressive therapies are now being implemented in our healthcare system. This course covers the healing phases, wound management interventions and documentation requirements. Hands-on learning is emphasized, including the latest advanced negative pressure therapies. CE's provided by NV Board of Nursing. Textbooks included.
3/20  1F  9:00AM-4:00PM  $250  Call #10820
Ruth Olsen-Cumbers, ACLS RF  Sahara West A101

ACLS EP Provider Course for Instructor Candidates  CNUR328
This course is designed for professionals and clinicians who must frequently respond to emergency cardiovascular and special resuscitation situations in the work environment. It’s strongly suggested that personnel staffing emergency departments, Intensive Care and Critical Care Units take the course in place of ACLS-Recertification. Textbook included.
3/26  1Th  8:00AM-5:00PM  $275  Call #17067
Marilyn Enriquez  TBA

AHA ACLS EP Instructor Course  CNUR329
ACLS-EP Instructor Course requires verification of ACLS-EP Provider, Healthcare provider cards and a letter of reference including identification of alignment with AHA training center. This course will train the provider as an ACLS-EP Instructor which includes this 8 hour course and participation as an instructor in an ACLS-EP Provider Course, which will be scheduled for 3/28/09. Textbook included. Pre-requisite in ACLS-EP Provider Course held on 3/26/09.
3/27  1F  8:00AM-5:00PM  $275  Call #19255
Marilyn Enriquez  TBA

EMT Basic Refresher  CEMS109
This is a 24-hour refresher course designed to update the skills and knowledge of the EMT Basic. This course follows DOT National Standard Curriculum and DOT standards and is approved and accepted by the Southern Nevada Health Department and National Registry. Areas of instruction will focus on preparatory, airway, OB, infants, children, patient assessment, medical/behavior, trauma and WMD. The course will introduce new initiatives to the industry implemented in skills station and discussion panel format.
2/27  1F, 1S  8:00AM-8:00PM  $197  Call #17071
Kerry Mackey  TBA

EMT Intermediate 12-Hour Addendum  CEMS115
This is a 12-hour EMT-Intermediate Addendum Refresher course designed to update the skills and knowledge of the EMT-Intermediate. This course follows National Standard Curriculum and is approved and accepted by the Southern Nevada Health Department and National Registry. Refresher training for EMT-Intermediate requires the successful completion of a minimum of 24-hours of EMT-Basic training and 12-hours of EMT-Intermediate training, conforming to the most recent DOT guidelines. The EMT-Intermediate may choose to take an EMT-Basic Refresher course to satisfy the total required hours. Areas of instruction will focus on airborne, medical/trauma, OB and special needs patients. The course will introduce new initiatives to the industry implemented in skills station and discussion panel format.

Remember to mark your calendar with class dates, time and location. NO CONFIRMATION will be sent.
3/1 1Su 8:00AM-8:00PM $99 Call #17069
Kerry Mackey TBA

EMT Intermediate Refresher CEMS119
This course follows DOT National Standard Curriculum and satisfies the 36 hours of the Intermediate Refresher training required by the National Registry and the Southern Nevada Health Department.
2/27-3/1 1F, 1S, 1Su 8:00AM-8:00PM $297 Call #18696
Kerry Mackey TBA

EMT-National Skills Preparation Course CEMS121
This intense 4-hour course is designed to reinforce the didactic training received from the EMT National Standard Curriculum course. This course provides students with necessary test taking skills, practice tests and discussion panels.
3/13 1F 5:30PM-9:30PM $59 Call #18446
Staff TBA

EMT-National Registry Skills Exam CEMS124
CSN EMT students are eligible for the discounted rate. Please call (702) 651-4770 or (702) 651-4452/651-4322 for the call number.
3/14 1S 8:00AM- 6:00PM $295 Call #19691
Staff TBA

OSHA Training Institute Education Center
• OSHA 500 Construction Trainer Course
• OSHA 501 General Industry Trainer Course
• OSHA 510 Construction Standards
• OSHA 511 General Industry Standards
• OSHA 2225 Respiratory Protection
• OSHA 3110 Fall Arrest
• OSHA 6000
• And more

CSN Safety Courses
• Forklift Safety Training
• Indoor Air Quality (IAQ)
• Safety Committee Training
• Establishing a Safety Culture
• What Every Supervisor Needs to Know About Safety
• And many more

For additional courses and the most recent schedule or for more information, please log on to our website www.csn.edu/workforce or call (702) 651-4551.

Customized and onsite safety training is also available for groups of five or more. Please call (702) 651-4551 for more information.

CSN’s Division of Workforce and Economic Development offers a variety of programs and services through non-credit training opportunities for the hospitality and retail industries. Professional career training programs offer the opportunity to increase professional knowledge or help you when changing careers. Our professional training programs are comprehensive and career focused, developed by industry professionals. Taking responsibility for your career path is the first step to success. Customized corporate programs are available and developed for the skill levels and operational practices of the company. For further details and registration information, please go to www.csn.edu/dwed.hospitality. You can also contact us at (702) 651-7562 or (702) 651-7566.

Refer to page 36 for class locations.

REGISTER EARLY TO GUARANTEE SEATING.

Find out what’s happening at Continuing Education!
Visit our website at:
www.csn.edu
click “Workforce & Economic Development” on the drop-down select menu
This department provides Fire, Police, & Security Service Personnel the education needs for initial certification, pre-hire, post-hire, professional development, continuing education and recertification. Please call (702) 651-4884 or visit the website at www.csn.edu and select Fire, Police, & Security for a complete listing of available courses, schedule and upcoming events. For English/Spanish Interpreting Certification in Law Enforcement and Legal Concentration see the AHA/Healthcare/EMS Programs section on page 22.

We assist the construction, transportation and manufacturing industries of Southern Nevada in reaching new heights by upgrading field and office staff through training on cutting edge technology and successful, innovative business processes. Our training programs and workshops are tailored to fit the specific needs of our clients, while not interfering with their day-to-day operations, so they then are able to quickly apply what they have learned to made a difference in their company.

**Advanced Driver Education**

The American Traffic Academy's Advanced Driver Education clinic is an exciting 5-hour, hands-on course designed to teach you potentially lifesaving car control and accident avoidance skills not taught during the DMV driver's licensing process. Each course features a full three hours of behind the wheel advanced driving exercises, including wet skid control, panic breaking and emergency lane change evasion techniques. Graduates may qualify for an auto insurance premium discount. CSN provides the cars.

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<tr>
<th>Date</th>
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<td>Driving Range</td>
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<td>Call #15550</td>
<td>Driving Range</td>
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For a complete listing of classes being offered, please go to our website at [www.csn.edu/workforce/construction](http://www.csn.edu/workforce/construction) or call (702) 651-7579.
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Please read our refund policy on page 32 before registering in your class.

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Remember to mark your calendar with class dates, time, and location. NO CONFIRMATION will be sent.

Find out what’s happening at Continuing Education!  
Visit our website at: www.csn.edu  
click “Workforce & Economic Development” on the drop-down select menu

REGISTRATION INFORMATION & FORMS ON PAGES 32-35
REGISTRATION INFORMATION
Courses offered by The Division of Workforce and Economic Development include workforce training and community and personal enrichment programs. The information needed to register for a class can be found on the CSN non-credit registration form (see page 34).

WAYS TO REGISTER AND PAY

BY PHONE:
Call (702) 651-5790 between the hours of 8:00AM to 4:30PM, Monday – Friday.

BY FAX:
Fax in your registration form to (702) 651-5504.

BY MAIL:
Mail your registration form, with your check or money order (no cash please), made payable to Board of Regents to:
CSN DWED Registration
6375 West Charleston Blvd., W16D
Las Vegas, Nevada 89146

WALK-IN:
You may register in person at Registration Offices located at the following CSN campuses:
West Charleston Campus
6375 West Charleston Boulevard, Las Vegas
Cheyenne Campus
3200 East Cheyenne Avenue, North Las Vegas
Henderson Campus
700 College Drive, Henderson
Summerlin Center Campus
333 S. Pavilion Center Drive, Las Vegas
Green Valley Center Campus
1560 Warm Springs Road, Henderson

ONLINE:
Current/returning students—
• Go to www.csn.edu and click “Admissions”
• Click “Apply/Register” (left hand side of page)
• Click “Apply Online” (for new students to Apply for Admission)
• Click “Online Registration” (for returning students to Register for Classes)
• Enter Web Registration (press CTRL key to bypass pop-up blocker)
• Submit Student ID or Social Security Number
• Enter “PIN” (Personal Identification Number), Birth Month Year (Example: May 1079 = 7905)
Please call (702) 651-5790 for assistance or visit our FAQS page for more information.

New students—
Before registering online for a class, new students must complete an online admissions application. Be aware that this process may take up to 5 business days. In a rush? Register by phone or in person.

GENERAL INFORMATION
Payment for classes must be received at the time of registration. If payment is not received at this time, you will be purged from the class at 5PM on the same day.

Only credit card payments are accepted when registering by phone, by fax or online. Credit cards accepted are American Express, MasterCard, Visa or Discover Card.

CSN does not send enrollment confirmation or verification so please mark the dates, time and location of your class on your calendar.

For information regarding course cancellations and our refund policy, please visit our FAQS.

FAQS
Frequently asked questions about registration for DWED non-credit classes:

Are there any fees to register for a class?
Yes, a $5 first time application fee will be assessed to all new students registering for a class.

Can a minor attend a class?
Students under the age of 16 (unless otherwise noted) must have the approval of a parent or guardian, the instructor and CSN prior to attending any noncredit course. If the parent or guardian enrolls with their child, an exception is made.

What happens if my class is cancelled?
CSN makes all reasonable attempts to notify students of changes or course cancellations. If a class is cancelled, you will automatically receive a full refund according to our refund policy. CSN reserves the right to discontinue, postpone or cancel classes and to change course locations or instructors.

What is the refund policy?
Once a class has begun there will be no refunds issued. Work schedule changes, business trips, vacation plans, childcare issues etc., will not be accepted for a refund request. Validated medical situations, proven family emergencies and military deployment will be taken into consideration. If there is an extenuating circumstance (as noted), please call (702) 651-4943. If you register for a class 5-working days or less prior to the start date, you will not be eligible for a refund.

If you enroll yourself or anyone else (a friend or family member) in a class and the course is cancelled, the refund will be mailed to the enrollee regardless of who paid for the course fee unless a corporate account is established in advance of registration.

CALL 651-5790 TO REGISTER FOR CLASSES
Mail your refund requests to: CSN Registration Refunds, 333 S. Pavilion Center Drive, LV, NV 89144 or fax to (702) 651-4919. Refund requests must be received 5-working days prior to the class start date. A $10 processing fee will be deducted. If approved, your refund will be mailed to the address CSN has on file for you. Credits are not issued to your credit card. Questions about your refund? Extenuating circumstances? Call (702) 651-4943.

**IMPORTANT NOTICE**

**—HOLIDAY CLOSURE:**
All CSN campuses will be closed from December 25, 2008 through January 2, 2009. All sites will be open on Monday, January 5, 2009.

---

**WAYS TO REGISTER**

1. **By phone** – call 651-5790.
2. **By fax** – 651-5504.
3. **By mail.**
4. **Walk-in.**
5. **Online via Internet at:**
   www.csn.edu
   click Division of Workforce and Economic Development “Learn More” button. Then click on “Community Programs” at top left-hand side of the page.

**Registration Begins December 10, 2008**

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**Need Assistance?**

If you have a documented disability that may require assistance, you will need to contact the Disability Resource Center (DRC) for coordination of your academic accommodations. The DRC is located in Student Services on each campus.

- **W. Charleston Campus:** 651-5644
- **Cheyenne Campus:** 651-4045
- **Henderson Campus:** 651-3795

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**Payment Disclaimer**

Please note: When enrolling for a noncredit course on-line, your class must be paid for at the time you register. If you do not pay by the end of the business day you will be purged. If you have a balance for credit courses at CSN, and enroll in a noncredit class, and then pay online, your payment (for the noncredit class) will be applied to credit course balance owed for the credit course(s) first, to prevent this from happening on these rare cases, PLEASE PAY IN PERSON.

---

**PLEASE NOTE:** The College of Southern Nevada assumes no responsibility for consequences that may arise over a student’s decision to enter into a business or professional arrangement with an instructor outside of the College’s scheduled activity. Fee-based, non-credit courses are presented for your information and enjoyment. The College does not endorse any person or product and reserves the right to change courses, programs or presenters.

---

**REGISTER EARLY TO GUARANTEE SEATING.**

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**Find out what’s happening at Continuing Education!**

Visit our website at:
www.csn.edu
 click “Workforce & Economic Development” on the drop-down select menu
# CSN NON-CREDIT REGISTRATION FORM

## Division of Workforce and Economic Development, (W16D), 6375 West Charleston Blvd, Las Vegas, NV 89146.

Phone (702) 651-5790 • Fax (702) 651-5504.

Before completing this form, please review our registration, cancellation & refund policies.

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<tr>
<th>E-MAIL ADDRESS</th>
<th>Do you want to receive CSN promotions/schedules?</th>
<th>Yes</th>
<th>No</th>
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| BUSINESS NAME/ADDRESS (if applicable) | First Time Registration Fee | $ 5.00 |

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<th>American Express</th>
<th>Dinners Club</th>
<th>Date moved to Nevada:</th>
<th>Year / Month / Day</th>
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Name of Cardholder (PRINT) | Signature
Card # | Exp Date

Use this form for NON-CREDIT (Continuing Education) courses ONLY. You will not receive enrollment verification.

FULL PAYMENT (Check, Credit Card # or Money Order) must accompany this form. Please DO NOT send cash.
**CSN NON-CREDIT REGISTRATION FORM**

Division of Workforce and Economic Development, (W16D), 6375 West Charleston Blvd, Las Vegas, NV 89146.

Phone (702) 651-5790 • Fax (702) 651-5504.

Before completing this form, please review our registration, cancellation & refund policies.

**REGISTRATION INFORMATION & FORMS ON PAGES 32-3**

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<table>
<thead>
<tr>
<th>NAME</th>
<th>Last</th>
<th>First</th>
<th>M.I.</th>
<th>SS# or CSN Student ID#</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS</td>
<td>Street</td>
<td>Apt. #</td>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>DAY PHONE #</td>
<td>EVENING PHONE #</td>
<td>GENDER ☐ M ☐ F</td>
<td>DATE OF BIRTH</td>
<td></td>
</tr>
<tr>
<td>E-MAIL ADDRESS</td>
<td>Do you want to receive CSN promotions/schedules? ☐ Yes ☐ No</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSINESS NAME/ADDRESS (if applicable)</td>
<td>First Time Registration Fee $ 5.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Call #</th>
<th>Fee</th>
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</thead>
<tbody>
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<td>Course Title</td>
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<tr>
<td>Course Title</td>
<td>Call #</td>
<td>Fee</td>
</tr>
</tbody>
</table>

Payment Method: Make check/money order payable to Board of Regents.

- [ ] Check
- [ ] Money Order
- [ ] Cash
- [ ] Visa
- [ ] Master Card
- [ ] Discover
- [ ] American Express
- [ ] Diners Club

Date moved to Nevada: ___________ Year / Month / Day

Name of Cardholder (PRINT) | Signature

Card # | Exp Date

TOTAL $ ______

Use this form for NON-CREDIT (Continuing Education) courses ONLY. You will not receive enrollment verification.

FULL PAYMENT (Check, Credit Card # or Money Order) must accompany this form. Please DO NOT send cash.
CLASS LOCATIONS

CSN – Charleston Campus
6375 West Charleston, Las Vegas
651-5000

CSN – Cheyenne Campus
3200 East Cheyenne, North Las Vegas
651-4000

CSN – Henderson Campus
700 College Dr., Henderson
651-3000

CSN – Green Valley Center
1560 Warm Springs Rd., Henderson
651-2650

CSN – Sahara West Center
2409 Las Verdes, Las Vegas
(1 block west of Valley View, north of Sahara)
651-4600

CSN – Summerlin Center
333 Pavilion Center Dr., Las Vegas
(west end of Palo Verde H.S. parking lot)
651-4900

All American Park
1651 South Buffalo Drive
229-4867

American Traffic Academy
2800 S Boulder Hwy, Henderson
651-7579

Brass Tacks Ranch
8330 Warbonnet Way, Las Vegas
(go west on Wigwam from Rainbow, turn right on Warbonnet, equestrian center is on right, first block)
896-3169

Bright Brothers Trading
4850 Harrison Ave., Las Vegas
739-1393

Callaway Golf Center
6730 S. Las Vegas Blvd., Las Vegas
896-4100

Centennial High School
10200 Centennial Parkway, Las Vegas
799-3440

City of the World Art Gallery
1229 Casino Center Dr., Las Vegas
523-5306

Create, Develop and Flow Academy
101 S. Rainbow Blvd. #10, Las Vegas
(near Westcliff, behind Burger King)
251-1111

Creative Cooking School
7385 W. Sahara Ave., Las Vegas
562-3900

Desert Divers
5720 E. Charleston, Las Vegas
438-1000

Downtown Learning Center (DLC)
300 N. 13th St., Las Vegas
(cross street is Stewart)
651-4435

Fencing Academy of Nevada
1400 North Rampart, Suite 101, Las Vegas
838-3320

Glass Art Studio
4310 Cameron St., #3, Las Vegas
227-9794

Municipal Pool Las Vegas
431 E. Bonanza Rd, Las Vegas
(1 block west of Las Vegas Blvd.)
229-6309

Pottery West Studios
5026 North Pioneer Way, Las Vegas
987-3023

Triple Threat Dance Studio
6731 Alexander Rd, Las Vegas
839-2717

For directions to any class location, please call 651-5790 or refer to any of the popular online map services available.
Registration Begins December 10, 2008

For registration or information call: 651-5790
Registration information and forms located on pages 32-36 or you can visit us at our website: www.csn.edu/workforce
Division of Workforce and Economic Development

Community and Personal Enrichment Programs

Workforce Training Programs and Courses

Non-Credit Class Schedule

Registration Begins December 10, 2008
For Registration & Information Call 651-5790

January - April

The College of Southern Nevada