Important Dates
September 7 Labor Day
November 11 Veteran's Day
November 26-27 Thanksgiving Break — no Saturday classes on November 28
December 24-31 Campus closed for winter break

Merced College Noncredit Class Locations

Allied Health Center (AHC) Merced College Campus
Atwater Community Center 760 Bellevue Road, Atwater
Chowchilla Wilson Middle School 1209 Robertson Blvd., Chowchilla
Dos Palos Sacred Heart Catholic Church 1650 Lucerne Avenue, Dos Palos
Kings View: Atwater 100 Air Park Rd, Atwater
Kings View: Los Banos 703 I Street, Los Banos
Los Banos Campus (LB) 22240 Highway 152, Los Banos
Mariposa High School Auditorium 5074 Old Highway North, Mariposa
Mariposa Senior Center 5246 Springfield Lane, Mariposa
Merced College (MC) 3600 M Street, Merced
Merced College Business Resource Center (BRC) 630 W. 19th Street, Merced
Merced Educational Center (MEC) G St. at Community College Dr., Merced

MERCED CLASSES - Registration takes place in the class unless otherwise noted. No registration fees.

Elementary and Secondary Basic Skills

Students interested in the following basic skills courses must be concurrently enrolled in a qualifying Merced College credit program:

Skills Acquisition for Student Success — (EDU-112A, EDU-112B, EDU-112C)
These courses provide a supervised learning experience for students who can benefit from individualized instruction in study skills and study habits in a laboratory setting.

Skills Acquisition Computer Lab — (EDU-112A)
Provides computer individualized instruction in study skills and study habits. Instructors are on duty to assist students with study related assignments. Violators will be enrolled in the noncredit EDU112A Lab course. Print services are only available to students receiving tutoring. Students must purchase a print card in Student Fees or the Bookstore: $2.00 for 50 copies. There are no fees for this course and attendance is optional.

Skills Acquisition Math Lab — (EDU 112B)
The lab provides faculty support and computer tutorials for all math students. Math instructors assist students individually with questions from basic to advanced math. Print services are available in the Math Lab for math-related assignments only. Students must purchase a print card in Student Fees or the Bookstore: $2.00 for 50 copies. There are no fees for this course and attendance is optional.

Rad Tech Lab — (EDU-112C)

Nursing Lab — (EDU-112C)

Bloodborne Pathogens — (EDU-119C)

Supervised Tutorial — (TUT-106)
Provides tutoring at no cost to students who are currently enrolled in the course for which the student is seeking tutoring. Students must complete a tutoring referral form and be referred by a counselor or instructor to receive tutoring services. Print services are only available to students receiving tutoring. Students must purchase a print card in Student Fees or the Bookstore: $2.00 for 50 copies. There are no fees for this course and attendance is optional.

Probation Solutions — (GUI-102)
This course is required for Level 1 probation students. See your Merced College counselor to enroll. Sessions are offered at various times during the week to best accommodate student schedules. Please check with your Merced College Counselor for specific enrollment times.

Education Courses for Persons with Substantial Disabilities

These courses are designed to provide disabled adults with life-skill proficiencies that are essential to the fulfillment of academic, vocational, and personal goals. Registration takes place in the class unless otherwise noted. No registration fees.

Daily Living Skills — (SKLS-210)
These courses are designed primarily for mentally and/or physically disabled students who can benefit from instruction in basic living skills necessary for successful social interaction and self-care to help enhance self-esteem.

English as a Second Language (ESL)
English language instruction is provided to adult, non-native English speakers with varied academic, vocational, and personal goals. Vocabulary building, reading, grammar, spelling, writing, and conversation practice are included. Registration takes place in the class unless otherwise noted. No registration fees.

Beginning ESL Skills — (ENG-801)
This beginning course is for ESL students who speak little or no English. Emphasis is on oral skills and visual reinforcement. Students who have minimal English language skills will be introduced to basic reading, writing, and math skills

Advanced-beginning ESL Skills — (ENG-802)
This course is for preliterate and non-literate ESL students who have minimal English language skills. Emphasis in this course is on aural and oral skills with visual reinforcement. Students will be introduced to reading, writing, and math skills.

Low-intermediate ESL Skills — (ENG-813)
This course is designed for low-intermediate level students who need more practice with English skills. This course includes practice in listening, speaking, reading, and writing.

www.mccd.edu/programs/cont_ed
Intermediate ESL Skills – (ENG-815)
This course is for intermediate level students who have learned basic survival skills, but who need instruction that leads to a relatively sophisticated level of discourse of issues and ideas that reach beyond basic survival. This course will prepare students to take credit courses at Merced College. This course includes practice in listening, speaking, reading, and writing.
5021 M-Th 08:15a - 12:00p Worden, R BRC-213 08/17/15-12/17/15

Family and Consumer Science
These courses are designed to provide educational opportunities that respond to human needs in preparing individuals for employment, advanced study, consumer decision-making, and lifelong learning. Registration takes place in the class unless otherwise noted. No registration fees.

Needlecrafts & Sewing – (SEW-407)
This is a course with instruction in knitting, crocheting, stitchery, and sewing. Students are responsible for providing their own project materials.
5500 F 03:30p - 06:30p Adeon, D. MEC-5A & B 08/17/15-12/14/15

Beginning Quilting – (SEW-409)
This course will teach students the fundamentals of quilting. Students will develop ideas and techniques for creating quilted and patchwork bedding, wall art, clothing, and other quilted projects. Students are responsible for providing their own course materials.
5502 T 01:00p - 04:00p Morales, L MEC-5A & B 08/18/15-12/15/15
5503 T 06:00p - 09:00p Morales, L MEC-5A & B 08/18/15-12/15/15

Education for Older Adults
Designed to offer lifelong education that provides opportunities for personal growth and development, community involvement, skills for mental and physical well-being and economic self-sufficiency. These courses are offered primarily for older adults in the community; however, any adult 18 or older may participate. Registration takes place in the class unless otherwise noted. No registration fees.

Mature Driver Improvement – (EDU-508)
This 7-hour course is designed primarily for drivers age 55 and older and includes classroom instruction on safety, visual and audio impairment affect driving, how to prevent and/or offset hazards, road courtesy, improving driving performance, and updates about rules, laws, and equipment. Many auto insurance companies offer discounted premiums upon proof of course completion. Check with your insurance agent for details. Call 209-381-6540 to pre-register.
5630 W 08:00a - 04:00p Lara, L MEC-5 08/06/15
5633 T 08:00a - 04:00p Lara, L MEC-5 10/07/15
5635 F 08:00a - 04:00p Lara, L MEC-5 12/04/15

Choral Dynamics – (ARTS-512)
This course is a study and performance of standard choral literature. Emphasis will be on part-singing, intonation, breath control, vocal development, and balance.
5627 T 06:45p - 09:00p Nelson C LESH-111 08/18/15-12/14/15

Concert Band – (ARTS-507B)
This 54-hour course provides intermediate experience in performing concert and symphonic band literature. Public performance and exchange concerts are scheduled in addition to class instruction and rehearsals. Students must demonstrate sufficient ability to sight-read music for their instrument.
5605 M 06:00p - 09:00p Taylor, K MU-2 08/17/15-12/14/15

Concert Band – (ARTS-507B)
This 54-hour course provides intermediate experience in performing concert and symphonic band literature. Public performance and exchange concerts are scheduled in addition to class instruction and rehearsals. Students must demonstrate sufficient ability to sight-read music for their instrument.
5612 T 06:00p - 09:00p Drieil, M MU-2 08/18/15-12/14/15

Introduction to Microcomputers – (BUSN-752)
This course is a study of standard choral literature. It emphasizes part-singing, intonation, breath control, vocal development, style, eras, and musical devices. The ensemble makes several public concert performances each year.
5904 F 09:00a - 12:00p Badmone, C MEC-3 08/21/15-10/09/15

Short Term Vocational
These are intensive short-term vocational courses that are geared to update individual career skills or preparing individuals for a new career immediately upon completion. For more information, call the number listed. Students will be responsible for supplies to complete the classes. Registration takes place in class unless otherwise noted. No registration fees.

Bus Driver Training and Recertification – (TRNG-768)
This course is designed for potential drivers and current drivers who need recertification hours. This course provides the student with basic and refresher information on vehicle checkout procedures, first aid, and emergency procedures. Course topics include safe driving fundamentals, assessment of and adjusting to road conditions, parking, safe downhill driving techniques, defensive driving skills, public relations, and passenger discipline. Call (209) 381-6540. Students must purchase the HIP handbook for bus drivers for $6.00 at a local California Highway Patrol Office.
5911 M Th 06:45p - 09:45p McGary, E MEC-5A & B 09/14/15-10/22/15

Career and Life Planning – (SOCIO-760)
This course is designed for adults who function at limited level of cognitive development. It is designed to help students acquire positive workplace habits, attitudes, and motivation. Course content will include basic positive work habits.
5900 M-F 08:45a - 02:15p Mast, M Kings View 08/13/15-12/18/15
5905 T & Th 03:30p - 05:00p Batson, R MEC-205 08/18/15-12/17/15
5909 T & Th 03:30p - 05:00p Wunder, G MEC-205 08/18/15-12/17/15

Court Interpreter and Administrative Hearings – (LAW-765)
This course is designed to assist students in passing the California state exam to become a certified court interpreter. Emphasis will be placed on Spanish court interpreting, but non-Spanish speaking students are welcomed. Spanish students must be able to read, write, and speak Spanish fluently. The course will focus heavily on legal terminology. Students are responsible for the cost of materials. Register in class. No registration fees.
5905 Sat 08:00a - 02:00p Mendoza, V MEC-5B 08/29/15-10/10/15
5906 Sat 08:00a - 02:00p Mendoza, V MEC-5B 10/17/15-12/19/15

Introduction to Microcomputers – (BUSN-752)
This course is part of a vocational program and has a waiting list for student enrollment. All students must attend the course orientation prior to registering for and attending classes. This course will introduce students to microcomputer and the Windows software environment. Students will learn to identify the components of desktop screens and learn to execute basic computer commands. The class may also cover Internet browsing, e-mail, web site navigation, and downloading files.
5910 M-Th 08:00a - 04:00p Myhues/ Camper BRC-206 08/17/15-12/17/15

Medical Assistant – (MED-717)
This course is part of a vocational program and has a waiting list for student enrollment. All students must attend the course orientation prior to registering for and attending classes. Merced College Employer Focused Training Center’s Medical Assistant class emphasizes the back office skills with a brief overview of front office skills. Back office training includes instruction in injections, vital signs, and setting up for medical procedures. The course also includes medical terminology, anatomy, and physiology at a level required for employment. For more information please call (209) 386-6738.
5903 M-Th 08:00a - 04:00p Eighmy/ Lawrence BRC-220 08/17/15-12/17/15

Microcomputers and Business – (BUSN-749)
This course is part of a vocational program and has a waiting list for student enrollment. All students must attend the course orientation prior to registering for and attending classes. Merced College Employer Focused Training Center’s Microcomputers and Business class offers individualized, Automated Office Assistant skill training in Internet and Computing Core Certification (IC3). The program ensures the knowledge and skills required for basic use of computer hardware, software, networks, and the Internet. Microsoft Office approved coursework is used to introduce the student to the current version of Word, Excel, access, PowerPoint, Outlook, and Publisher. Integration of Web applications are introduced. In addition to software skills, the basic of general office procedures and practices are presented in a user-friendly atmosphere. For more information, please call (209) 386-6738.
5908 M-Th 08:00a - 04:00p Myhues/ Camper BRC-206 08/17/15-12/17/15
Education for Older Adults

Designed to offer lifelong education that provides opportunities for personal growth and development, community involvement, skills for mental and physical well-being and economic self-sufficiency. These courses are offered primarily for older adults in the community; however, any adult 18 or older may participate. Please call (209) 381-6540 to pre-register. No registration fees.

Mature Driver Improvement — (EDU-508)

This 7-hour course is designed primarily for drivers age 55 and older and includes classroom instruction on safety, how visual and audio impairment affect driving, how to prevent and/or offset hazardous conditions, road courtesy, improving driving performance, and updates about rules, laws, and equipment. Many auto insurance companies offer discounted premiums upon proof of course completion. Check with your insurance agent for details. Call 209-381-6540 to pre-register.

5631 W 08:30a - 04:30p Lara, L Atwater 09/16/15
5634 W 08:30a - 04:30p Lara, L Atwater 11/14/15

CHOWCHILLA CLASSES - Registration takes place in the class unless otherwise noted. No registration fees.

Family and Consumer Science

These courses are designed to provide educational opportunities that respond to human needs in preparing individuals for employment, advanced study, consumer decision-making, and lifelong learning. Registration takes place in the class unless otherwise noted. No registration fees.

Beginning Quilting — (SEW-402)

This course will teach students the fundamentals of quilting. Students will learn ideas and techniques for creating quilted and patchwork bed covers, wall art, clothing, and other quilted projects. Students are responsible for providing their own course materials.

5507 T 06:30p - 09:30p Sheppard, N Wilson Middle School 08/18/15-12/14/15

LOS BANOS/DOS PALOS CLASSES - Registration takes place in the class unless otherwise noted. No registration fees.

Elementary and Secondary Basic Skills

Skills Acquisition Computer Lab — (EDU 112A)

This course requires purchasing a print card at the cost of $1.00 per 50 pages. Print cards are available at the Student Fees Office or the Merced College Bookstore.

5005 M-Th 10:30a - 02:30p Langley, S LB A-108 08/24/15-11/13/15

Probation Solutions — (GUI-102)

This course is required for Level 1 probation students. See your Merced College counselor to enroll. Sessions are offered at various times during the week to best accommodate student schedules. Please check with your Merced College Counselor for specific enrollment times.

5011 varies 10:00a - 05:00p staff LB A-105 08/18/15-12/04/15

English as a Second Language (ESL)

English language instruction is provided to adult, non-native English speakers with varied academic, vocational, and personal goals. Vocabulary building, reading, grammar, spelling, writing, and conversation practice are included.

Aprenda inglés. Se ofrece clases gratis por las mañanas, y instructores con experiencia. Para más información, llame a la oficina de Continuing Education a (209) 381-6540.

Beginning ESL — (ENG-801)

This course is for ESL students who have no or very few English language skills. Emphasis is on oral skills and visual reinforcement. Students who have minimal English language skills will be introduced to reading, writing, and math skills.

5029 M-F 09:00a - 12:00p Varela, L Sacred Heart 08/18/15-12/17/15

Advanced Beginning ESL Skills — (ENG-802)

This course is for preliterate and non-literate ESL students who have minimal English language skills. Emphasis is on aural and oral skills with visual reinforcement. The student will be introduced to reading, writing, and math skills.

5023 M-F 09:00a - 12:00p Paplos, D. LB A-105b 08/17/15-12/18/15
5029 THTh 09:00a - 12:00p Varela, L Sacred Heart 08/18/15-12/17/15

Low-intermediate ESL Skills — (ENG 813)

This course is designed for low-intermediate level students who need more practice with English skills. This course includes practice in listening, speaking, reading, and writing.

5024 M-F 09:00a - 12:00p Sequoia, C. LB A-103 08/17/15-12/18/15
5028 THTh 09:00a - 12:00p Varela, L Sacred Heart 08/17/15-12/17/15

Intermediate ESL Skills — (ENG-815)

This course is for intermediate level students who have learned basic survival skills, but who need instruction that leads to a relatively sophisticated level of discourse of issues and ideas that reach beyond basic survival. This course will prepare students to take credit courses at Merced College. This course includes practice in listening, speaking, reading, and writing.

5025 M-F 09:00a - 12:00p Castro, M. LB A-103 08/17/15-12/18/15
5038 THTh 09:00a - 12:00p Varela, L Sacred Heart 08/18/15-12/17/15

Short Term Vocational

These courses are designed to assist students in training or preparing to meet a vocational/career technical objective, certificate, or award that is directly related to employment.

Introduction to Microcomputers — (BUSN-752)

This course will introduce students to microcomputer and the Windows software environment. Students will learn to identify the components of desktop screens and learn to execute basic computer commands. The class may also cover Internet browsing, MS Word, Excel, e-mail, website navigation, and safely downloading files.

5913 F 09:30a - 11:30a Langley, S. LB A-108 08/28/15-11/13/15

Career and Life Planning — (SOCL-760)

This course is designed for adults who function at limited level of cognitive development. It will help each student acquire positive work habits, attitude, and motivation. Course content will include basic work habits.

5901 M-F 08:30a - 02:30p Torres, I. Kings View 08/13/15-12/18/15

MARIPOSA CLASSES - Registration takes place in the class unless otherwise noted. No registration fees.

Education for Older Adults

These courses are designed to offer lifelong education that provides opportunities for personal growth and development, community involvement, skills for mental and physical well-being and economic self-sufficiency. These courses are offered primarily for older adults in the community; however, any adult who is 18 or older may participate. Register in class. No registration fees.

Mature Driver Improvement — (EDU-508)

This 7-hour course is designed primarily for drivers age 55 and older and includes classroom instruction on safety, how aging affect visual and audio ability, how to prevent and/or offset hazardous conditions, road courtesy, improving driving performance, and updates about rules, laws, and equipment. Many auto insurance companies offer discounted premiums upon proof of course completion. Check with your insurance agent for details. Call 209-381-6540 to pre-register.

5632 F 08:30a - 04:30p Lara, L Mariposa 10/09/15

Senior Choral Dynamics — (ARTS-512)

This course is a study and performance of standard choral literature. The emphasis will be on part-singing, intonation, breath control, vocal development, and balance.

5613 M 06:30p - 09:30p Vanderlil, G. Mariposa H.S. 08/17/15-12/14/15
Continuing Education (Noncredit) Program
Schedule of Classes

HORIZONS
Summer 2015

Merced College
**Merced College Noncredit Class Locations**

- Atwater Community Center: 760 Bellevue Road, Atwater
- Chowchilla Wilson Jr. High: 1209 Robertson Blvd., Chowchilla
- Chowchilla Cornerstone Community Church: 208 Fig Tree Road, Chowchilla
- Kings View Atwater: 100 Air Park Road, Atwater
- Kings View Los Baños: 703 I Street, Los Baños
- Los Baños Campus (LB): 22240 Highway 152, Los Baños
- Mariposa Senior Center: 5246 Spring Lane, Mariposa
- Merced College (MC): 3600 M Street, Merced
- Merced College Business Resource Center (BRC): 630 W. 19th Street, Merced
- Merced Educational Center (MEC): G St. at Community College Dr.

(Merced College also offers classes at the Tri-College Center, TCC)

**MERCED CLASSES** - Registration takes place in the class unless otherwise noted. No registration fees.

**Elementary and Secondary Basic Skills**

Students interested in the following basic skills courses must be concurrently enrolled in a qualifying Merced College credit program:

**Reading and Computers 1** - (EDU-110)

This course is best suited for learners who are reading below a third grade reading ability. It emphasizes learning computer-assisted reading. The course includes development of reading, spelling, and vocabulary skills necessary to prepare for higher skills. The course will focus on phonics, reading comprehension, and vocabulary skills. 5016 M-Th 09:00a - 11:00a Papiol, D. MEC-3C 08/15-07/16/15

**Reading and Computers II** - (EDU-111)

This course is best suited for learners who are reading below a sixth grade level. It emphasizes learning computer-assisted reading. The course will focus on phonics, reading comprehension, vocabulary building, and improving spelling skills. 5017 M-Th 09:00a - 11:00a Papiol, D. MEC-3C 08/15-07/16/15

**Skills Acquisition for Student Success** - (EDU-112A, EDU-112B, EDU-112C)

These courses provide supervised learning experience for students who can benefit from individualized instruction in study skills and study habits in a laboratory setting.

**Skills Acquisition Computer Lab** - (EDU-112A)

Provides computer-assisted instruction in study skills and study habits. Instructors are on duty to assist students with class-related assignments. Students will be enrolled in the noncredit EDU-112A Lab course. Print services are only available to students receiving tutoring. Students must purchase a print card in Student Fees or the Bookstore: $2.00 for 50 copies. There are no fees for this course and attendance is optional. 5000 M-Th 10:00a - 03:00p Stapleton, L. MEC-3C 08/15-07/30/15

**Skills Acquisition Math Lab** - (EDU-112B)

The lab provides faculty support and computer tutorials for all math students. Math instructors assist students individually with questions from basic to advanced math. Math services are available in the Math Lab for math-related assignments only. Students must purchase a print card in Student Fees or the Bookstore: $2.00 for 50 copies. There are no fees for this course and attendance is optional. 5001 M-W 10:00a - 12:00p McDonald, T. MEC-203 08/15-07/16/15

**Skills Acquisition Allied Health Lab** - (EDU-112C)

Sessions are offered at various times throughout the week to best accommodate student schedules. Check with the Nursing department for a complete listing dates/times of lab offerings. 5009 M-Th 09:00a - 03:00p MCAHC 131 06/04-06/15/15

**Skills Acquisition Allied Health Lab** - (EDU-112C/Rad Tech)

Sessions are offered at various times throughout the week to best accommodate student schedules. Check with the Nursing department for a complete listing dates/times of lab offerings. 5010 T 02:00p - 03:30p Donnelly, S. MEC-150 06/02-06/07/15

**Supervised Tutorial** - (TU-106)

Provides tutoring at no cost to students who are currently enrolled in the course for which the student is seeking tutoring. Students must complete a tutoring referral form and be referred by a counselor or instructor to receive tutoring services. Print services are only available to students receiving tutoring. Students must purchase a print card in Student Fees or the Bookstore: $2.00 for 50 copies. There are no fees for this course and attendance is optional. 5012 M-Th 09:00a - 11:00a Daughdill, J. MEC-3C 08/15-07/16/15

**Probation Solutions** - (GUI-112)

This course is required for Level 1 probation students. It is 15 hours in length. See your Merced College counselor to enroll. Classes are offered a various times during the week to best accommodate student schedules. Check with your Merced College counselor for a complete listing of the dates and times. 5013 M-Th 09:00a - 11:00a Khoubi, A. MEC-3A 06/02-05/23/15

**Education Courses for Persons with Substantial Disabilities**

Education courses for persons with substantial disabilities. Specifically designed to provide individuals with life-skill proficiencies that are essential to the fulfillment of academic, vocational, and personal goals. Registration takes place in the class unless otherwise noted. No registration fees.

**Daily Living Skills** - (SKLS-210)

This course is designed primarily for mentally and/or physically disabled students who are functioning at very low levels. The course teaches basic living skills necessary for successful social interaction and self-care to help enhance self-esteem. 5200 M-F 08:45a - 02:15p Kalenbo, S. MEC-3C 08/15-02/15/15

**Family and Consumer Science**

These courses are designed to provide educational opportunities that respond to human needs in preparing individuals for employment, advanced study, consumer decision-making, and lifelong learning. Registration takes place in the class unless otherwise noted. No registration fees.

**Needcrafts & Sewing** - (SEW-407)

This is a course with instruction in knitting, crocheting, embroidery, and sewing. Students are responsible for providing their own project materials. 5500 M 02:30p - 05:30p Acheson, D. MEC-5A 07/15-07/16/15

**Beginning Quilting/Mystery Quilt Summer Workshops** - (SEW-407)

This course will teach students the fundamentals of quilting. Students will learn how to piece, layer, and quilt the top before learning how to construct and bind the quilt. They will also be introduced to design, references, and techniques for creating quilted and patchwork quilt covers. Students are responsible for providing their own quilt materials. 5503 T 10:00a - 05:00p Morales, L. MEC-3C 07/15-07/16/15

**Education for Older Adults**

Designed to offer lifelong education that provides opportunities for personal growth and development, community involvement, skills for mental and physical well-being and economic self-sufficiency. These courses are offered primarily for older adults in the community; however, any adult 18 or older may participate.

**Mature Driver Improvement** - (EDU-508)

This 7-hour course is designed primarily for drivers age 55 and older and includes classroom instruction on driving, how to prevent and/or offset hazardous conditions on the road, improving driving performance, and updates about rules, laws, and equipment. Many auto insurance companies offer discounted premiums upon proof of course completion. Check with your insurance agent for details. Call 209-381-6540 to pre-register. 5620 T 08:00a - 04:00p Lara, L. MEC-5A 06/30/15

www.mcccd.edu/programs/cont_ed
Short Term Vocational
Courses leading to a vocational/career technical objective, certificate, or award that is directly related to employment. These are intense short-term vocational courses geared to update individual career skills or preparing individuals for a new career immediately upon completion. For more information, call the number listed. Students will be responsible for supplies to complete the classes.

Bus Driver Training and Recertification – (TRNG-768)
This course is designed for potential drivers and current drivers who need recertification hours. This course provides the student with basic and refresher information on vehicle checkout procedures, first aid, and emergency procedures. Course topics include safe driving fundamentals, assessment of and adjusting to road conditions, parking, safe downhill driving techniques, defensive driving skills, public relations, and passenger discipline. Call (209) 381-6540. Students must purchase the bus driver CHP handbook for $6.00 at their local California Highway Patrol Office.
5911 M&Th 06:00p - 09:00p McGary, E. MEC-5A&B 06/15/15-07/27/15

Career and Life Planning – (SOCL-760)
This course is designed for adults who function at limited level of cognitive development. It will help students acquire positive workplace habits, attitudes, and motivation. Course content will include basic work habits.
5900 M-F 08:45a - 02:15p Mast, M. Kings View 05/27/14-08/15/15

Introduction to Microcomputers – (BUSN-752)
This course is part of a vocational program and has a waiting list for student enrollment. All students must attend the course orientation prior to registering for and attending classes. This course will introduce students to microcomputer and the Windows software environment. Students will learn to identify the components of desktop screens and learn to execute basic computer commands. The class may also cover Internet browsing, e-mail, web site navigation, and downloading files. For more information, please call (209) 386-6732 or (209) 386-6738.
5910 M-TH 08:00a - 04:00p Rasmussen/ BRC-206 06/08/15-07/10/15

Medical Assistant – (MED-717)
This course is part of a vocational program and has a waiting list for student enrollment. All students must attend the course orientation prior to registering for and attending classes. Medical Assistant Training Center’s Medical Assistant class provides approximately 26 weeks of front and back office skills training. The program consists of a sequence of courses intended to lead to a vocational/career technical objective that is directly related to employment. Topics include an overview of the profession, professional ethics, patient record keeping, basic diagnostic procedures, basic pharmacology, and administration of medication. Back office training includes instruction in injections, vitals signs, and setting up for medical procedures. The course also includes medical terminology, anatomy, and physiology at a level required for employment. For more information, please call (209) 386-6732 or (209) 386-6738.
5903 M-TH 08:00a - 04:00p Eightey/ BRC-220 06/08/15-07/10/15

Microcomputers and Business – (BUSN-749)
This course is part of a vocational program and has a waiting list for student enrollment. All students must attend the course orientation prior to registering for and attending classes. Merced College Employer Focused Training Center’s Microcomputers and Business class offers individualized, Automated Office Assistant skill training in Internet and Computing Core Certification (IC3). The program ensures the knowledge and skills required for basic use of computer hardware, software, networks, and the internet. Microsoft Office approved courseware is used to introduce the student to the current version of Word, Excel, access, PowerPoint, Outlook, and Publisher. Integration of Web applications is also introduced. In addition to software skills, the basic of general office procedures and practices are presented in a user-friendly atmosphere. For more information, please call (209) 386-6732 or (209) 386-6738.
5908 M-TH 08:00a - 04:00p Rasmussen/ Camper 06/08/15-07/10/15

ATWATER CLASSES - Registration takes place in the class unless otherwise noted. No registration fees.

Education Courses for Older Adults
These courses are designed to offer lifelong education that provides opportunities for personal growth and development, community involvement, skills for mental and physical well-being and economic self-sufficiency. These courses are offered primarily for older adults in the community; however, any adult who is 18 or older may participate.

Mature Driver Improvement – (EDU-508)
This 7-hour course is designed primarily for drivers age 55 and older and includes classroom instruction on safety, how visual and audio impairment affect driving, how to prevent and/or offset hazardous conditions, road courtesy, improving driving performance, and updates about rules, laws, and equipment. Many auto insurance companies offer discounted premiums upon proof of course completion. Check with your insurance agent for details. Call (209) 381-6540 to pre-register.
5621 W 08:30a-04:30p Lara, L. Atwater 07/15/15

LOS BANOS/DOS PALOS CLASSES - Registration takes place in the class unless otherwise noted. No registration fees.

Elementary and Secondary Basic Skills

Probation Solutions – (GUI-102)
This course is required for Level 1 probation students. It is 1.5 hours in length. See your Merced College counselor to enroll. Classes are offered various times during the week to best accommodate student schedules. Check with your Merced College counselor for a complete listing of the dates and times.
5011 varies varies Gilardi, M. LBA-105 06/01/15-06/20/15

Short Term Vocational
Courses leading to a vocational/career technical objective, certificate, or award that is directly related to employment.

Career and Life Planning – (SOCL-760)
This course is designed for adults who function at limited level of cognitive development. It will help each student acquire positive work habits, attitude, and motivation. Course content will include basic work habits.
5901 M-F 08:30a-02:30p Torres, L. Kings View 05/26/15-06/12/15

MARIPOSA CLASSES - Registration takes place in the class unless otherwise noted. No registration fees.

Education Courses for Older Adults
These courses are designed to offer lifelong education that provides opportunities for personal growth and development, community involvement, skills for mental and physical well-being and economic self-sufficiency. These courses are offered primarily for older adults in the community; however, any adult 18 or older may participate.

Mature Driver Improvement – (EDU-508)
This 7-hour course is designed primarily for drivers age 55 and older and includes classroom instruction on safety, how visual and audio impairment affect driving, how to prevent and/or offset hazardous conditions, road courtesy, improving driving performance, and updates about rules, laws, and equipment. Many auto insurance companies offer discounted premiums upon proof of course completion. Check with your insurance agent for details. Call (209) 381-6540 to pre-register.
5622 F 08:30a-04:30p Lara, L. Mariposa 07/17/15
Frequently Asked Questions

Q. What are noncredit classes?
A. Noncredit classes are classes for adults with no enrollment or registration fees. They are offered by the Continuing Education Office of Merced College. Students only have to provide for the cost of materials and parking fees where applicable.

Noncredit classes may include courses in the following areas: Elementary and Secondary Basic Skills, Education Courses for Persons with Substantial Disabilities, Family and Consumer Science, Education for Older Adults, Short-Term Vocational, and English as a Second Language (ESL).

Q. Who can take a noncredit class?
A. Noncredit classes are open to anyone in the community who is 18 years or older. Certain noncredit classes have a limitation on enrollment. Persons interested in those classes must meet the enrollment criteria.

Q. How do I register for noncredit classes?
A. Registration takes place on your first day of class. You will fill out a Noncredit Application for Admissions form if this is the first time you are taking a class at Merced College. In addition, you will fill out a Noncredit Class Registration card for each noncredit class that you wish to take.

Classes that are identified as having limited seating require pre-registration. Call (209) 381-6540 for classes held in Merced and (209) 826-3495 or (209) 381-6419 for Los Banos.

Q. Where do I get the forms to register for class?
A. Instructors will have the forms for you in class. Make certain that you register during your first class meeting.

Q. What if I don’t have or have forgotten my social security number?
A. Merced College does not require that you provide a social security number. However, you must fill out the rest of the form completely and provide a date of birth. Failure to fill out the rest of the form completely will result in the inability to process your application for admission.

Q. How much does it cost to take the class?
A. Noncredit classes do not charge registration fees. However, like other college classes, you may be responsible for the cost of materials and parking permits. Some classes will list fees for books and instructional supplies.

Q. Do I need to pay for parking?
A. Parking permits are required for classes held at the Tri-College Center, Merced College and the Los Banos campuses. Daily permits can be purchased from parking permit dispensers located throughout campus for $1 or a semester permit can be purchased for $20 for autos and $10 for motorcycles at Student Fees located on the third floor of the Lesher Building in Merced and Building A in Los Banos.

Permits are $10.00 during the summer session.

Q. What happens if I cannot make it to the first day of class?
A. Noncredit classes are open enrollment. If you miss the first class meeting, be sure and attend the next one. However, we strongly recommend that you attend the first class meeting as classes may be cancelled due to insufficient enrollment.

Q. How do I know what classes are being offered?
A. Class schedules are available online at the Merced College Continuing Education website at http://www.mccd.edu/programs/cont_ed.

Q. Can high school students take noncredit classes?
A. High school students age 16 and older must be granted written permission from the Merced College Dean of Noncredit Instruction or their designee prior to enrolling and attending classes. A completed K-12 form must be submitted to the Dean of Noncredit Instruction and approved before a high school student may enroll and attend any noncredit course. Students must meet all limitations on enrollment and can only attend classes that do not conflict with their K-12 schedules.

Q. Will I get a letter grade?
A. No, noncredit classes do not offer letter grades however, some noncredit courses do offer certificates of completion or certificates in competency in specific programs. Noncredit classes do not offer units or substitute for credit classes offered by Merced College.

Q. Can I repeat the same noncredit class?
A. Yes. You may repeat a noncredit class.

Q. Whom can I contact for more information?
A. Call the Office of Continuing Education at (209) 381-6540 or email us at noncredit@mccd.edu

Contact Us
Merced College Office of Continuing Education
Merced Educational Center (formerly Tri-College Center)
3600 M Street, Stop 36
Merced, CA 95348
(209) 381-6540
noncredit@mccd.edu

www.mccd.edu/programs/cont_ed