Los Angeles Valley College
Community Services Department

FALL 2020

Virtual Classes Guide

Registration begins
Tuesday, September 1st

How to Register
online at lavalley.augusoft.net

Keep Catalog Until December 31st, 2020
Performing & Visual Arts ..... Pg. 6
Arts & Crafts, Cosmetics ..... Pg.s 6-8
Business & Career ..... Pg.s 10-12
Cooking ..... Pg. 13
Dance & Fitness ..... Pg. 13
Health & Wellness ..... Pg. 14
Foreign Languages ..... Pg.s 15-16
Music & Enrichment ..... Pg.s 16-17
Ed2Go & Certificate Training ..... Pg.s 18-19

On-Line Fall 2020 Class Registration begins 9/1/20
Register prior to September 16th and save $5.00 per class!

REFUND POLICY
There will be a $10 charge for each refund OR transfer requested. Refund or transfer requests may be granted ONLY if presented in writing on a refund request form at least 5 working days before the first class meeting unless otherwise noted. This means that if you enroll less than 5 working days before the class begins, there will be no refunds. Please choose classes carefully, as refunds, transfers or credits CANNOT be granted once a class has begun. Refunds or credits will NOT be issued for absences or late registrations. If you miss some meetings of a class you cannot make them up in another class. Refunds are not made on the basis of not receiving a confirmation.

The Community Services Program is not responsible for lost or misdirected mail or email. There will be a $10 charge to change a class. If you paid by credit card, your account will be credited. If you paid by cash, check or money order, you will receive a check refund (allow 4 - 6 weeks for processing). Refunds are given when the College cancels a class or program. If you cancel your registration less than five working days before it begins, NO REFUND will be given.
**GENERAL & REGISTRATION INFORMATION**

**LOS ANGELES COMMUNITY COLLEGE**

**BOARD OF TRUSTEES**

Andra Hoffman, President  
Steven F. Veres, Vice President  
Gabriel Buelna, 2nd Vice President, Ph. D.  
Mike Fong  
Ernest H. Moreno  
Scott J. Svonkin  
David Vela  
Alfredo Gama Salmeron, Student Trustee

**DISTRICT ADMINISTRATION**

Francisco C. Rodriguez, Chancellor, Ph. D.  
Melinda A. Nish, Interim Deputy Chancellor, Ed. D.  
Ryan M. Cornner, Vice Chancellor of Educational Programs and Institutional Effectiveness, Ed. D.  
Laurence B. Frank, Interim Vice Chancellor of Workforce and Resource Development, J.D.  
Carmen V. Lidz, Vice Chancellor/Chief Information Officer, MS  
Vice Chancellor of Finance and Business Services (Vacant)  
Albert J. Roman, Vice Chancellor for Human Resources, DPA  
Jeffrey M. Prieto, General Counsel, J.D.  
Rueben C. Smith, Chief Facilities Executive, D.C.Sc.

**VALLEY COLLEGE ADMINISTRATION**

Barry Gribbons, Ph. D., President  
Mike Lee, V. P. of Admin. Services  
Sarah Song, Associate V. P. of Admin. Services

**COMMUNITY SERVICES PROGRAM STAFF**

Michael Atkin, Community Services Manager  
Selvia Awad, Community Services Aide  
Annette Basileo-Ivey, Community Services Aide

**DISCLAIMER POLICY**

The Los Angeles Community College District and Valley College have made every reasonable effort to determine that everything stated in this brochure is accurate. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the administration of the Los Angeles Community College District or Valley College for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the District and the College. The District and the College further reserve the right to add, amend, or repeal any of their rules, regulations, policies and procedures. Note: Students enrolling in business and financial classes are responsible for making their own financial decisions.

**COMMUNITY SERVICES PROGRAM**

Classes and workshops are offered to meet community interests. These classes are not given for academic credits and are not part of any degree or certificate program offered by Los Angeles Valley College. The Community Services Program is self-supporting, and classes are not given at taxpayers’ expense. Unless indicated, class instructors and workshop leaders are not members of the Los Angeles Valley College faculty. Financial aid is not available for these classes.

**ATTENDING FIRST SESSION**

Preregistration is required for all classes and workshops. If you register late, you must show your receipt to the teacher at the first class meeting. The teacher will verify the program number, date and the student’s name. Keep your receipt. Only persons with an appropriate receipt will be considered.

**REGISTER EARLY**

Minimum enrollment is necessary to maintain each class. Unless the minimum is reached before the first meeting of the class, it will be canceled. Some classes fill rapidly and the maximum may be reached before the final registration date. A $2 per class nonrefundable registration fee as mandated by the Board of Trustees at their Dec. 11, 1985 meeting, is included in class fees.

All information listed herein is subject to change at any time without prior notice.
ENROLLMENT APPLICATION FORM:
A SEPARATE FORM (OR COPY) IS REQUIRED FOR EACH CLASS AND STUDENT (PLEASE PRINT)

Today's Date:_________________ Class Title:_________________ Start Date:_________________ Class #:_________________ 

Date of Birth:_________________ E-mail address:_________________

Name:________________________________________________________________________________

Street:________________________________________________________________________________

City_____________________________ ZIP_________________________________________________

Phone: Home (      ) ___________________________ Business (      ) ___________________________

Credit/Debit Card #_____________________________________ Expiration Date________ Auth #________

Signature Required: ____________________________________________  Clerk: ______________________

Mail or bring this form (or copy) to:
Community Services Office
5800 Fulton Ave., Valley Glen, CA 91401
OR, Fax to: 818-947-2930

Registration indicates that you (1) have read and understand the refund policy (2) understand that the Los Angeles Community College District has no insurance covering medical or hospital costs incurred by participants (3) recognize that there are risks inherent to participation in recreational activities and agree to release, indemnify and hold harmless the Los Angeles Community College District staff, employees, trustees and volunteers from and against any and all liability from bodily injury and/or property damage which may result from participation in the program. (4) fully consent to emergency medical treatment, should emergency personnel or a physician deem such attention necessary. (5) understand that photographs taken of Community Services programs may be used by the Community Services Department for promoting programs, classes, or events and agree that you will not seek compensation of any kind for use of photographic likeness. Receipt will be mailed.

Refund Requests must be presented in writing on the appropriate refund request form and accompanied by original receipt at least 5 working days before 1st class meeting unless otherwise noted. This means that if you enroll less than 5 working days before the class begins, there will be no refunds. No Refund after class begins. There will be a $10 charge for each refund, credit or transfer.

SUPPLY/HANDOUT/MATERIAL FEES:
Please be aware that some Community Services classes have additional supply, handout or book fees. You MUST purchase the supplies necessary to take the class at the time you register. Supply fees are paid to the Community Services Department. You WILL NOT be able to participate in class unless you purchase the supplies. You will receive the supplies at the first class. Supply fees will only be refunded if class is canceled or the student withdraws from class at least 5 days prior to class start date.

If you require special ADA accommodations, please inform us at least two weeks prior to the start of your class or program.
AMERICAN WITH DISABILITIES ACT (ADA) INFORMATION

All classes and events are wheelchair accessible. Individuals needing sign-language interpreters, assistive listening devices, large print or other alternative format materials, or other accommodations should contact the Community Services Office at 818.947.2577 x 4172 at least two weeks prior to the date of 1st class or event.

COVID-19 isn’t done yet...

Although we aren’t able to be together at this time, we are still very much together and committed to providing our customers with quality online programming from Instructors you know and love as well as introducing you to new online Instructors and great new programming opportunities. This isn’t forever, and we are looking forward to being together again soon. Stay healthy.

ONLINE
ANY TIME!

Visit us at http://lavalley.augusoft.net 24 hours a day where you can simply search for the class you want, add it to the cart then checkout as you would for other online sites. Once completed, you will be able to print your receipt and confirmation immediately.

PHONE
Monday - Friday
8:00 AM - 4:30 PM

Enrolling by phone is very simple. Just call (818) 947-2577, X. 4172 during our office hours and be sure to have your credit / debit card handy so we can help you quickly. Receipt and confirmation will be e-mailed once transaction is completed.

BY MAIL

Complete the registration form on page 4 (one per person / class) and mail to:

LAVC Community Services Department
5800 Fulton Avenue
Valley Glen, CA 91401 - 4096

Mail at least TWO weeks prior to first day of class to ensure there is space in the class. Receipt, campus map and confirmation will be mailed. Please make checks* payable to LAVC or Los Angeles Valley College.

BY FAX
ANY TIME!

Fax completed registration form to (818) 947-2930, and be sure to provide all the registration information, include your Visa, Master Card, Discover or American Express card number, expiration date and CVV2/CID number. Receipt, campus map and confirmation will be mailed and/or e-mailed.

Checks are processed electronically and will be presented for payment on the same business day. We will contact registrant(s) if classes are filled, changed, canceled or if registration form is incomplete.

AMERICAN WITH DISABILITIES ACT (ADA) INFORMATION

All classes and events are wheelchair accessible. Individuals needing sign-language interpreters, assistive listening devices, large print or other alternative format materials, or other accommodations should contact the Community Services Office at 818.947.2577 x 4172 at least two weeks prior to the date of 1st class or event.
BEGINNING PHOTOGRAPHY

Master control of your camera, digital or film, and take the mystery out of all the buttons and dials. With step-by-step instruction you’ll learn the fundamentals of photography to consistently get great photos. Topics include manual exposure, pointers for automatic settings, ISO, depth of field, action photos, lenses, white balance, flash, and more. Camera practice assignments will be reviewed in class. If your thinking of purchasing a camera, helpful pointers about features to look for will be discussed at the first meeting. All others please have a camera and owner’s guide at hand. With classes via Zoom you’ll have a unique opportunity to see camera details and photo examples up close. Small class size and teacher’s style allows for individual attention. Open to ages 15 and up.

Nancy Kaye
# 20717 Mondays 10:00 AM - 12:30 PM Sept. 21 - Oct. 26
# 20718 Thursdays 7:00 PM - 9:30 PM Oct. 1 - Nov. 5

Fee: $110

INTERMEDIATE PHOTOGRAPHY (MOVING BEYOND SNAPSHTS)

Reinforce and enhance your photo skills to make images with strong visual impact. The emphasis of the class is on photographic content and creativity. We’ll cover visual composition, camera angle, filters, and photo techniques to take your photography to the next level of visual expression. We’ll also explore images of master photographers of many genres to help you develop your own photo style and interests. Any camera may be used, although cameras with manual options allow more technical control. With classes via Zoom you’ll have a unique opportunity to see and share photos up close. Open to teens 15 + and Adults.

Nancy Kaye
# 20719 Mondays 10:00 AM - 12:30 PM Nov. 16 - Dec. 21
# 20720 Tuesdays 7:00 PM - 9:30 PM Nov. 17 - Dec. 22

Fee: $110
BATH PRODUCTS (Shampoo, Shower Gel, and Bubble Bath)

In this fun hands-on class students will discover simple techniques for making one of a kind bath products (shampoo, shower gel, bubble bath, bath salts, exfoliates, etc.) Topics include: -Where to Obtain Supplies, -Tips For Making Bath Gels, -Adding Herbs and Extracts, -Aroma Therapeutic Effects of Oils and much more! This is a hands-on workshop and can be messy! Please dress accordingly.

Quayum Abdul
# 20714
Saturday 9:00 AM - 12:00 PM Dec. 12

Buy One - Get One Half Off
Register for any two class taught by Quayum Abdul and get the second class for ½ off! You must register for classes at same time to get the discount. If you call to register we will give you the discount at the time of registration.
If you register online we will contact you to see if you would like a refund or a credit voucher once we verify your registration.

CANDLE MAKING

Decorative candles may have caught your eye in pricey boutiques and gift shops. Now you can decorate quality candles and make a beautiful addition to any home! In this workshop you will learn how to make several different kinds of candles, tips to work with paraffin wax, essential oils and candle dyes and how to incorporate dried fruits and flowers into your candles. You’ll also find out where to get materials and supplies. You will leave with several high-quality candles. This is a hands-on class and can be messy!

Quayum Abdul
# 20715
Saturday 9:00 AM - 12:00 PM Oct. 10

SOAP MAKING

Do you love the sensual pleasure of beautiful, aromatic soaps but hate the high prices shops charge? Why not learn to make your own for a fraction of the retail cost? It's easier than you think! Custom-made soaps are perfect for gifts, bathroom decor and people with sensitive skin. You will create different kinds of soaps while learning how to layer colors, use molds, and add fragrances, herbs and toys. Express your creativity and join the fun! This is a hands-on workshop and can be messy!

Quayum Abdul
# 20716
Monday 6:30 PM - 9:30 PM Oct. 5

LASH APPLICATION TECHNIQUES

Faux Lash application is a hands-on class and will cover strip, half, and magnetic lashes (no individual application), lash fitting, glue application, and various techniques and lash styles application. Participants will be able to apply their own lashes correctly to enhance their look. This fun and interactive class will give you the tools to apply tour lashes correctly and in a natural manner. Students will receive the opportunity to practice and personalize their lash application.

Raquel Fournier
# 20752
Saturday 11:30 AM - 2:00 PM Oct. 24
MAKING UP BY THE SEASONS: FALL
Moisturizer and sunscreen application, exfoliation, foundation, perfectors, primers, stenciled eyes, blending, brushes and more. This is a hands on workshop like no other! Raquel will teach you seasonal techniques and tips, including, contouring, stenciled eyes and silky foundation. Students can expect to learn Raquel's personal guide to a flawless application! Are you interested in updating your current look? Don't know where to start? This workshop will change the way you approach makeup!

Raquel Fournier
# 20753 5 Saturdays 9:00 AM - 11:30 AM Sept. 26 - Oct. 24

Personalized Make-Up Techniques (In Spanish)
Taller De Técnicas De Maquillaje Personalizadas
¿Estás interesado en actualizar tu aspecto actual? ¿No sabes por dónde empezar? ¡Este taller práctico es como ningún otro! Raquel le enseñará técnicas y consejos de temporada, incluidos contornos, ojos estarcidos y bases sedosas. ¡Los estudiantes pueden esperar aprender la guía personal de Raquel para una aplicación perfecta! Esta será una oportunidad divertida para practicar tu español como segunda lengua o simplemente para tomar una clase en tu lengua materna. Este taller de aplicación de maquillaje personalizado se llena rápidamente ya que los cupos son limitados. ¡Inscríbete ya!

Raquel Fournier
# 20754 5 Wednesdays 6:00 PM - 8:30 PM Sept. 30 - Oct. 28

BLOGGING
A blog is your best bet for a website for almost any online activity and helps with SEO and social media promotion. Learn what a Blog is, where to find them, and how to get one for free. Find out how you can share your ideas, pictures, video with family, friends, organizations, and customers. Make money with your Blog with Google™ ads, affiliates, and other ways to profit if you have something to show or say to the world! For business owners, learn how to use Blogs to get and keep customers! This course is taught by Bob Cohen, a successful Internet Entrepreneur, who owned and operated his own Internet Company and has worked in the high-tech industry for over 35 years.

Bob Cohen
# 20728 Wednesday 9:00 AM - 12:00 PM Oct. 14

Fee: $75
Fee: $75
Fee: $69
BUSINESS ETIQUETTE IN THE NEW NORMAL
Are you looking for a new job? Are you changing career paths? This seminar will provide the knowledge needed to improve your social skills and feel confident and in control in any business environment. Social skills are extremely important to on-going success; the way you interact with others, little things like interacting with small talk, greetings, listening and networking will make stronger relationships. Professional image and introductions will be covered among other topics. Seminar fills up fast. Register now! The manual to be used for the Business Etiquette seminar is digital and can be purchased only on Amazon.com. The name is “Business Etiquette: Reference Manual by Raquel Fournier” $12.

Raquel Fournier
# 20721 Saturday 9:00 AM - 11:30 AM Nov. 7
Fee: $35

DMV AUTO WHOLESALER
Learn how to make extra income by buying and selling wholesale cars as a home-based business; or, simply buy cars for your friends, family and co-workers at great wholesale prices. Learn how to get your auto dealer license and how to operate a profitable used car business. Find out the how and where of buying at wholesale prices and how to sell at retail for very good profits. This class is DMV approved and students receive a DMV certificate of completion at the end of class. With the certificate, students are eligible to take the 40 question dealer license exam with the DMV.

Ronald “Wayne” Williams
# 20722 Monday, Tuesday 6:00 PM - 9:00 PM Sept. 21 & 22
# 20763 Saturday 10:00 AM - 5:00 PM Nov. 14
Fee: $114

INTRODUCTION TO THE LAW

Mel Kosasky
# 20724 8 Saturdays 9:00 AM - 12:00 PM Oct. 3 - Nov. 21
Fee: $135

At the present time we do not anticipate offering any in person classes or activities until further notice. When we are able open, we will update our webpage and send email notifications to all students and parents. You can also check the Community Services web site home page at lavalley.augusoft.net for up to date information about reopening.
We look forward to being together again, hopefully soon.
Los Angeles Valley College Community Service Department will issue a certificate for the “Medical Insurance Billing Specialist” after the student has successfully completed all three classes: Medical Terminology, Coding, and Medical Insurance Billing classes (attendance & examination requirements must be met before each class ends). There will be a $5 charge for each additional or special request certificate. After completing all 3 classes students are qualified to sit for the exams in either AHIMA or AAPC. Additional online Medical classes are offered on pages 19 -20.

MEDICAL TERMINOLOGY (CLASS 1)

This introductory course is designed for individuals who want to pursue a career in or enhance their potential for advancement in the health care field. Key topics which will be presented, analyzed and discussed include the following: The rules and structure of medical terminology, anatomy, functions of the organ/system being studied, the etiology, diagnostic procedures and management of pathological conditions. There will be weekly quizzes given to keep track of students’ progress.

This course is a prerequisite for Medical Insurance Coding. Required text: The Language of Medicine 11th Edition by Davi-Ellen Chabner ISBN: 978-0323370813. Purchase or Rent on your own. Instructor also suggests that students purchase a Medical Dictionary.

Arlyn “Glady” Tagomolila-Que  Fee: $220
# 20725  Mondays, Fridays  6:00 PM - 10:00 PM  Oct. 2 - Nov. 2

CODING FOR MEDICAL INSURANCE BILLING (CLASS 2)

Coding is required to bill insurance companies. It is also used in the medical records departments of different medical facilities. Students will learn the different rules in coding various diagnosis in ICD-10-CM format. Those same codes are used for billing insurance companies in order to get the best reimbursement. In CPT coding, the students will learn how to code the doctor’s or the medical facilities reimbursement procedures/services.

This course is a prerequisite for Medical Insurance Principles.

Two Books Required:
1. ICD-10-CM for Physicians 2020 (Professional or Expert) any publisher
2. AMA Current Procedural Terminology Professional

Please purchase or rent books on your own. (These books are to be used for Medical Billing so you will not need to purchase additional books if you are taking Medical Coding through LAVC Community Services).

Arlyn “Glady” Tagomolila-Que  Fee: $220
# 20726  Mondays, Fridays  6:00 PM - 10:00 PM  Nov. 6 - Dec. 11

MEDICAL INSURANCE PRINCIPLES / BILLING (CLASS 3)

Students will learn the basic principles of medical billing, recognize the different forms used by third party payers, create a clean claim (1500 form) and define insurance billing terminology and types of coverage. Students will learn the responsibilities of Medical Insurance specialist, the life cycle of an insurance claim, and the various templates. Prerequisite: Medical Terminology & ICD-10-CM/CPT-HCPCS Coding.

Purchase or rent text books on your own. (These are the same books used for Medical Coding.)

Arlyn “Glady” Tagomolila-Que  Fee: $220
# 20727  Mondays, Fridays  6:00 PM - 10:00 PM  Dec. 14 - Jan. 25

NO Class 12/25/20, 1/1/21, 1/18/21
MYSTERY SHOPPER
Mystery Shopping is a wonderful way to earn extra income and have fun while shopping, dining, and evaluating customer service at local businesses! In this one day workshop you will learn the ins and outs of Mystery Shopping including signing up with shopping companies, getting your first assignment, pitfalls to avoid, and writing great reports. Jennifer Hayes fell into Mystery Shopping in 2005 as a way to supplement her income with two toddlers at home. It has enabled her to not only have extra income but to travel and enjoy the finer things in life while staying on a budget.

Jennifer Hayes
# 20723
Tuesday
6:00 PM - 8:30 PM
Oct. 6
Supply fee: $10 (eBook)
Fee: $49

NOTARY PUBLIC & LOAN SIGNING SEMINARS
NOW AVAILABLE ONLINE

Before signing up for this class, check to see that you meet eligibility requirements for becoming a notary: visit www.sos.ca.gov/notary and click “qualifications.” Note: Due to strict State regulations, no one is admitted after class begins. Check-in begins at 7:30 and class must begin promptly at 8:00AM. So have your current, official photo ID ready. Registration closes the day before class meets.

NOTARY PUBLIC SEMINAR
REMOTE THROUGH LIVE VIDEO CONFERENCING from the comfort of your home. Government institutions, banks, real estate and other companies are seeking notaries. All prospective notaries must complete a course approved by the California Secretary of State. Our approved course will give you the most updated notary information and the knowledge you need to perform the duties correctly and to pass the state exam. Class fee includes certificate of completion, and sample forms notaries use every day. The instructor will provide information about testing during the class. PREREQUISITES: 18 years of Age – Proper Government ID (For example: Driver License – DMV Identification Card – Current Passport) Class ends with the State Notary Public exam. A certificate of completion will be issued.

Rosie Reed
# 20756
Friday
8:00 AM - 5:00 PM
Oct. 6
Supply fee: $10 (eBook)
Fee: $99

NOTARY LOAN SIGNING AGENT
NOW REMOTE THROUGH LIVE VIDEOCONFERENCING from the comfort of your home. A Notary Signing Agent is a notary public who has specialized expertise in the handling of mortgage loan documents. With the housing market on the rebound, this will be an in-demand service for notary publics! This class covers: A) In depth information about the main documents that the Notary Loan Signing Agent will notarize, with a loan package hands-on approach; by having each student assemble a loan package. B) A Real Estate (R.E.) Section with a recap of the new types of R.E. sales & loans currently on the market. C) A Marketing and Customer Service Section with a list of potential Sources and practical information on how to start their new business.

Rosie Reed
# 20757
Saturday
9:30 AM - 3:30 PM
Oct. 31
Fee: $79
PROMOTE YOUR BUSINESS ON THE WEB
Generate more business, keep your customers coming back, and build a brand name for your small or home based business. Learn the tricks and techniques to successfully promote your business on the Web in this exciting course. Using the tools and techniques of successful Web marketers you'll learn how to:

* Use Google® AdWords to drive traffic to your Web site
* Build an effective “landing page” for promotions and offers
* Make a successful email newsletter and how to build one for pennies
* Make the most of social networking tools like Facebook, MySpace, twitter, and blogging that can increase your sales
Course is taught by Bob Cohen, a successful Internet Entrepreneur, who owned and operated his own Internet Company for over 35 years.

Bob Cohen                     Fee: $69
# 20729  Wednesday  9:00 AM - 12:00 PM           Oct. 7

COOKING/BAKING

HEALTHY COOKING 101
People who cook for themselves are less likely to become obese and suffer from diabetes or heart disease. In this six week course taught by certified nutrition consultant and culinary instructor, Carrie Bonfitto, students will learn how to make healthy food choices and prepare meals that will increase energy, improve health, and help with weight management. Teaching methods will include lecture, cooking demonstrations and hands-on cooking/participation and tasting. **List of groceries/supplies needed will be provided upon registration.**

Carrie Bonfitto                          Fee: $175
# 20730  6 Wednesdays  7:00 PM - 9:00 PM                             Sept. 16 - Oct. 21

KNIFE SKILLS
Increase your enjoyment of cooking and speed in the kitchen by learning how to use a chef’s knife properly. This class focuses on the needs of the non-professional cook helping them to feel comfortable with this often intimidating tool. You will learn about knife selection, sharpening, and safety as well as techniques for slicing, dicing, chopping, mincing, and various specialty cuts. **List of groceries/supplies needed will be provided upon registration.**

Carrie Bonfitto                                                              Fee: $30
# 20731  Monday                                          7:00 PM - 9:00 PM                            Sept. 14
DANCE

BALLET FOR ADULTS (ADVANCED BEG. - INTERMEDIATE)
There is no better way to develop strength, flexibility, musicality, and stamina while practicing a fun and beautiful art form, dating back to the 15th century. You will enhance self-esteem and build self-confidence while getting in shape! Students should wear leotards and tights or jeggings. Ballet slippers are required. **NO Class on 11/29/20**

Claudine Mason-Marx

Fee: $120

# 20732
11 Sundays
10:00 AM - 11:15 AM
Sept. 27 - Dec. 13

FIT FOR LIFE

Have fun in a safe, heart-healthy class suitable for all fitness levels. A variety of exercises were chosen and combined to increase range of movement, add muscle strength, and enhance activities for daily living. We start with low-impact movements with or without the chair for standing support. To energize your active lifestyle, we use low weights for load bearing and resistance. The focus is specifically on gently building body strength, range of motion (ROM), improving balance, and general physical endurance. Please note, this class is taught on line. To participate you will need a smart phone, tablet or computer with high speed internet access and a and a camera and audio capabilities. **NO Class on 10/30/20**

Michelle Fong

Fee: $45

# 20733
6 Fridays
11:00 AM - 12:00 PM
Oct. 9 - Nov. 20

FLEXI-CORE WORKOUT

If you're serious about core training, add this challenging class to your existing workout regimen! You will feel the burn right away with the combined sequences of aerobics, pilates, and resistance training. We use loaded and resistant exercises in a progressive core series, while blending balance conditioning all together. A good combination of functional training and power core movements, this will challenge your Glutes and Abdominals in a steady-paced workout. **NO Class on 10/27/20**

Michelle Fong

Fee: $45

# 20734
6 Tuesdays
6:00 PM - 7:00 PM
Oct. 6 - Nov. 17

Please Note:

If you were hoping to register for Gymnastics, Rock Wall Climbing, Aquatics, or Tennis Classes, please be aware that we are unable to register these classes at this time due to the continuing campus closure from the ongoing COVID-19 pandemic. However, as this situation is very fluid, please check our website at [https://lavalley.augusoft.net](https://lavalley.augusoft.net) or voice mail announcement for up to date information. Once we are all clear to re-open in person classes, we will email customers and place a notice on our website and voice mail.

We are looking forward to seeing everyone again when it is healthy to do so.
### ACUPRESSURE TO REDUCE PAIN & STRESS
Learn the basics of Chinese healing as it relates to acupressure massage. This class will focus on self and couple acupressure massage and specific points to use for common problems such as: lack of energy and mental clarity, low back pain, neck and shoulder pain, etc. You will learn approximately 16 acupressure points you can perform on yourself and others. You will also learn basic head and neck massage techniques. (No partner necessary for class. Please have available a small hand mirror and water-soluble marker for class.

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Fee</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Randy Martin, Ph. D, O.M.D.</td>
<td>$35</td>
<td>Oct. 8</td>
<td>8:00 PM - 10:00 PM</td>
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<tr>
<td><strong>Supply fee:</strong> $3.00</td>
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### EMOTIONAL FREEDOM TECHNIQUE
Do you sometimes feel as though you are blocked from experiencing the best of life: higher income, better romance, improved health, less weight, more sleep? Are there negative things you'd like to be rid of once and for all so that you can enjoy your life more? If so, or even if you'd just like to improve your life further, come and learn this easy, all-natural technique. It's based on an ancient Easter healing system that's thousands of years old, and it's remarkably effective and fast-acting.

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<tbody>
<tr>
<td>Frances M. O'Brien</td>
<td>$45</td>
<td>Sept. 26</td>
<td>1:00 PM - 3:00 PM</td>
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</tbody>
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### FASTING FOR LONGEVITY
This 3-week course is designed to help you safely increase fat burning, lose weight, and promote longevity with intermittent fasting. This is not a starvation diet. You will be eating your regular food daily. You will learn how to shift meal timing and use your body's natural circadian rhythms to heal your cells, reduce risk of disease, and live longer.

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<thead>
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<th>Instructor</th>
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<tbody>
<tr>
<td>Carrie Bonfitto</td>
<td>$75</td>
<td>Oct. 19 - Nov. 2</td>
<td>7:00 PM - 8:30 PM</td>
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<td><strong># 20737</strong></td>
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### STRESS AND ANXIETY RELIEF TECHNIQUES
We've all experienced stress, and these days it seems to be worse than ever! In this class, we'll learn what stress actually is (this, by itself, can be very helpful in dealing with it); we'll learn a few surprising facts about stress; we'll delve into why, specifically, it isn't good for us; and, finally, we'll experience several all-natural, very effective ways to reduce, eliminate or avoid it altogether. Many of these techniques are so quick and easy to do that you can use them anywhere you happen to be: home, work, or sitting in your car waiting for the light to change. Improve your life today! (Please dress comfortably, and bring a notebook and pen or pencil with you.) Taught by Frances M. O'Brien, Certified in Advanced Emotional Freedom Technique.

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Fee</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>Frances M. O'Brien</td>
<td>$45</td>
<td>Oct. 24</td>
<td>1:00 PM - 3:00 PM</td>
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<td><strong># 20738</strong></td>
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BEGINNING SPANISH
This course will address selected concepts of the TL (Target Language) in order to be able to have a flowing conversation with someone. First, I will introduce you to the basics of the Spanish language beginning with the Alphabet to Present Tense. Second, we will address writing, speaking, listening, and comprehension with an introduction to the Latino American culture. Be ready to practice a lot in class!!.

No Class on 11/28/20.

Teresa Hito
# 20745 8 Saturdays 9:00 AM - 10:30 AM Oct. 10 - Dec. 5

INTERMEDIATE SPANISH
Intermediate Spanish is for those who have completed the Beginners Spanish class. First, we will practice most of present tense and introduction to the past tense? The concentration will be in the Present Tense, review of the Future and introduction to the Past Tense. Students will have a better understanding of the language and Latin American culture while improving their proficiency in Spanish. Each week will consist of a small review in addition to learning new material. We will address writing, speaking, listening and comprehension with an introduction to the Latino American culture. Be ready to practice a lot in class.

Class fee includes handouts. No Class on 11/28/20.

Teresa Hito
# 20743 8 Saturdays 12:30 PM - 2:00 PM Oct. 10 - Dec. 5

ADVANCED SPANISH
Advance Spanish is for those who have completed the Intermediate Spanish class. First, we will practice most the past tense and Future? The concentration will be in the Past Tense and introduction to the Future Tense. Students will have a better understanding of the language and Latin American culture while improving their proficiency in Spanish. Each week will consist of a small review in addition to learning new material. We will address writing, speaking, listening and comprehension with an introduction to the Latino American culture.

Be ready to practice a lot in class. Class fee includes handouts. No Class on 11/28/20.

Teresa Hito
# 20744 8 Saturdays 2:15 PM - 3:45 PM Oct. 10 - Dec. 5
THE BASICS OF HARMONY SINGING

In this fun class, you will discover and hone your own vocal sound, learn breath control, experiment working with different ranges, train your ear to better understand pitch, and enhance your singing diction. We’ll start with simple popular songs and learn to sing the correct melodies and then the harmonies that go with them in a very easy low pressure environment. Each week you will be given reading and listening material to prepare for and discuss at the next class meeting. This class will help you find your voice.

Dale LaDuke

Fee: $89

# 20748  5 Saturdays  11:00 PM - 12:00 PM  Sept. 26 - Oct. 24
SONGWRITING
This songwriting workshop is taught in a supportive environment where students learn how song is crafted and the tools they can use to express their ideas effectively. The student will learn how to draw stories from daily life, song structure, the importance of song premise and title, use of vivid imagery, rhyme and meter, use of devices (metaphor, aliteration, repetition, contract, etc.) melodic arc, harmonic structure and an understanding of basic music theory. Students will complete one song over the course of the class, each week building the song with the assigned steps. Playing an instrument is not a pre-requisite.

Anna Montgomery
# 20750 6 Wednesdays 7:30 PM - 9:00 PM
# 20750

Fee: $79
Sept. 23 - Oct. 28

UKULELE
Learn fundamental skills to get you playing ukulele in this entertaining hands-on class. We will work on rhythm, strumming, patterns, and some finger picking. With a few basic chords you can play along with others and accompany yourself on a multitude of songs. Learn to find the right key for your voice and where the notes are on the keyboard. No previous experience needed. Bring your own ukulele.

Dale LaDuke
# 20749 5 Saturdays 10:00 AM - 11:00 AM
# 20749

Fee: $89
Sept. 26 - Oct. 24

NEW! New Live Remote Learning Acting Class...

Introduction to Voiceovers, page 6

REWIREMENT PLANNING
Due to recent and ongoing tax changes, an uncertain future for Social Security and the shift toward employee-directed retirement plans, the need for sound financial strategies has never been greater. In straight forward language, this class will explain time-tested strategies that help you make informed financial decisions. Wheterh your objective is to build a nest egg, protest your assets or preserve your life-style throughout retirement this course helps you plan your future with confidence. Peter Han is a Registered Representative and Investment Advisor Representative with First Allied SEcurities, Inc. Member FINRA/SIPC. (Spouse/Guest registers at no cost)

Peter Han
# 20758 2 Wednesdays 6:30 PM - 9:30 PM
# 20758

Fee: $69
Sept. 30 & Oct. 7

# 20755 2 Saturdays 9:00 AM - 12:00 PM
# 20755

Oct. 3 & Oct. 10

Note: Students enrolling in financial classes are responsible for making their own financial decisions.
CAREER TRAINING
ONLINE PROGRAMS

Medical Billing and Coding
With the Medical Billing and Coding (MBC) program, you'll gain the skills you need to enter one of the fastest-growing fields in allied health as a medical billing specialist, medical coder, or medical office manager. 240 hrs

Pharmacy Technician
Pharmacy technicians support licensed pharmacists in providing health care to patients. Train to enter this rapidly growing field with this respected on-line program. 330 hrs

Certified Personal Trainer
Prepare for an in-demand career as a personal trainer as you earn a nationally-recognized W.I.T.S. Certification and gain real-life experience in an internship. 62 hrs

Travel Agent Training
Learn the basic skills needed to operate a computer reservation system for airlines, travel agencies, cruise lines, hotel, or as a home-based agent, and get started in a career in the travel industry. 250 hrs

Principles of Green Building
The Principles of Green Buildings (PGB) program explains the science that individuals in the building, remodeling, or trade industries need to know in order to make buildings perform more efficiently. 30 hrs

AutoCAD 3D 2018
Once you successfully complete the Training Program you will have learned AutoCAD's 3D tools and will be able to design three-dimensional models using AutoCAD 2018 software. 80 hrs

Human Resources Professional
Master the skills you need to gain an entry-level position in human resources and prepare to take the PHR (Professional in Human Resources) certification exam. 120 hrs

Non-Profit Management
Examine the fundamental principles of nonprofit management, explore the roles and responsibilities of a nonprofit board of directors and the management team, discover the essential aspects of fundraising, and become acquainted with the fundamentals of the budgeting process. 300 hrs

Optician Certification Training
Master the skills you need for a successful career as an optician and prepare yourself to take the ABO certification exam. 150 hrs

Certified Wedding Planner
This comprehensive program covers everything an aspiring wedding planner needs to know to get started in the business. Whether you plan on working part-time or full-time, this program will provide all the knowledge you need to work as a professional wedding planner or start your wedding planning business. 340 hrs

View more Career Training listings on-line at: http://careertraining.ed2go.com/lavcComEd/
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We offer a wide range of highly interactive courses that you can take entirely over the internet. All of our courses are led by expert instructors, many of whom are nationally known authors. Our online classes are affordable, fun, fast, convenient, and geared just for you.

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Computer Skills for the Workplace

Accounting Fundamentals

Achieve Top Search Engine Positions

SQL Series

Spanish for the Medical Professional

Drawing and Animation

and More!

ed2go.com/lavc

Learn new skills online - and change your life for the better.
Registration for FALL Classes
Begin on September 1, 2020
For more information, please call
PHONE: (818) 947-2577, x4172
FAX: (818) 947-2930
WEB: https://lavalley.augusoft.net
Catalog available in alternative medias