

North Central Texas College Lifelong Learning Division
Courses for the Little Elm Community
FALL 2008 SCHEDULE (Page 1 of 2)

The NCTC Lifelong Learning Division offers non-credit continuing education opportunities for personal enrichment and workforce enhancement. The complete schedule of classes with detailed descriptions can be viewed on the website: www.nctc.edu (link to Lifelong Learning).

HEALTH OCCUPATIONAL SKILL ACADEMY

Medical Administrative Assistant

Program covers important background information on anatomy and physiology, medical terminology, insurance billing and coding, medical ethics, customer service and legal aspects and is intended to provide students with a well-rounded introduction to medical administration. Does not include a national or state certification; Textbook included. (50 hours)

Course ID: POFM 1009 046 081Q
Dates: 10/7/08 to 11/25/08
Day(s): Tuesday / Thursday
Times: 6 p.m. to 9:30 p.m.
Location: Little Elm High School
Fee: \$999 (\$\$payment plan available)

Pharmacy Technician

This comprehensive course will prepare students to enter the pharmacy field and to take the Pharmacy Technician Certification Board's PTCB exam. Textbooks included. (50 hours)

Course ID: PHRA 1001 046 081Q
Dates: 10/7/08 to 11/25/08
Day(s): Tuesday / Thursday
Times: 6 p.m. to 9:30 p.m.
Location: Little Elm High School
Fee: \$999 (\$\$payment plan available)

Veterinary Assistant

Program introduces students to growing field of veterinary medicine. Students will learn about the care of animals as well as how to recognize signs of illness and disease, interpersonal communication, interaction with clients and their animals; how to assist the veterinarian; administrative duties to manage front office. Includes classroom lecture and hands on labs; Text Included. (100 hours)

Course ID: VTHT1091 046 081Q
Dates: 9/30/08 to 12/18/08
Day(s): Tuesday / Thursday
Times: 6 p.m. to 9:30 p.m.
Day(s): 3 Sat (8:30 a.m. to 1 p.m.)
Fee: \$1,899(\$\$payment plan available)

SPECIAL INTEREST ACADEMY

Basic Drawing

Students will learn how to create values, forms and fundamental strokes, practice perspective, draw cubic objects and create texture lines and strokes; portrait drawing and calligraphy; appropriate for beginning or intermediate students. Supply List: # 2 or HB Pencils, Magic rub eraser, 9x12 sketchbook, and 12 inch ruler. Instructor: M. Parr (18 hours)

Course ID: ART 1500 046 081Q
Date(s): 9/22/08 to 10/27/08
Day: Monday
Time: 6:30 p.m. to 9:30 p.m.
Fee: \$110
Location: Little Elm High School Room 5127

Basic Ceramics

Learn ceramic hand building techniques. The course introduces basic ceramic construction skills and emphasizes art theory and concepts as well as the functionality of the artwork produced. A \$35 supply fee will be due the first night of class for clay and glaze; tool kit optional. Instructor: Tara Neff (18 hours)

Course ID: ART 9100 046 081Q
Date: 9/23/08 to 10/28/08
Days: Tuesday
Time: 6:30 p.m. to 9:30 p.m.
Fee: \$110
Location: Little Elm High School Room 5126

Floral Design

Learn how to make beautiful floral arrangements. Working silk and dried flowers, create centerpieces, corsages, wreaths and freestyle arrangements. The course will prove all the fundamentals of flower arranging. Students provide their own materials. Instructor Mercedes Tejada (18 hours)

Course ID: DEC 0300 046 081Q
Date: 9/30/08 to 11/04/08
Day: Tuesday
Time: 6:30 p.m. to 9:00 p.m.
Fee: \$110
Location: Little Elm High School (CONTINUED)

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Dance like a Star! – Little Elm

Expand your fun and fitness while learning a variety of dance steps. Whether you prefer ballroom or country & western, you will fit into the class designed for ages 18 to 80; Instructor: T. Nardizzi (12 hours).

Course ID: MUS 0300 046 081Q

Dates: 9/22/08 to 10/27/08

Day: Monday

Time: 6:30 p.m. to 8:30 p.m.

Fee: \$40 per single

Location: Little Elm High School, Room 5125



Conversational Spanish – Intro I

Develop conversational skills related to basic language and terms that will assist you in communication. You will gain knowledge on pronunciation, comprehension, and oral expression. No prior education in Spanish is required. Text required: *A Conversar!*. (18 hours).

Course ID: SPN 1091 046 081Q

Dates: 9/22/08 to 11/10/08

Day: Monday

Times: 6:30 p.m. to 8:30 p.m.

Fee: \$110

Location: Little Elm High School

Conversational Spanish – Part II

Pre-requisite to have completed Part I;
Text required: *A Conversar!* Part II
Instructor Sue Sudbury (18 hours).

Course ID: SPN 1091 047 081Q

Dates: 9/22/08 to 11/10/08

Day: Monday

Times: 6:30 p.m. to 8:30 p.m.

Fee: \$110

Location: Little Elm High School

TO REGISTER FOR A LITTLE ELM LIFELONG LEARNING CLASS:

No pre-admission test requirements are required for Lifelong Learning classes. Full payment of fee is required at time of registration for **Special Interest** classes. **\$\$Payment plan** is available for **Health Occupational** classes. Call the Lifelong Learning Office to register by phone. Register by mail or fax by completing registration form on Lifelong Learning website. www.nctc.edu (link to Lifelong Learning).

Corinth Campus

Phone: 940-498-6270

8 a.m. to 9 p.m., M-TH

8 a.m. to 3 p.m., Fridays

Gainesville Campus

Phone: 940-668-4272

8 a.m. to 4 p.m., M-TH

8 a.m. to 3 p.m., Fridays

If you have ideas for future classes or would like to share your knowledge or skill as an instructor, contact Barbara Gibson, Community Ed Coordinator, by email at bgibson@nctc.edu or by phone at 940-668-3327. To teach hobby and special interest classes instructors can be accepted with experience and knowledge in the subject in lieu of degreed credentialing. Customized training classes can be created to meet your workforce needs. Services can be provided on campus or at your workplace.