



Adult & Community Education Class Offerings **FALL 2015**

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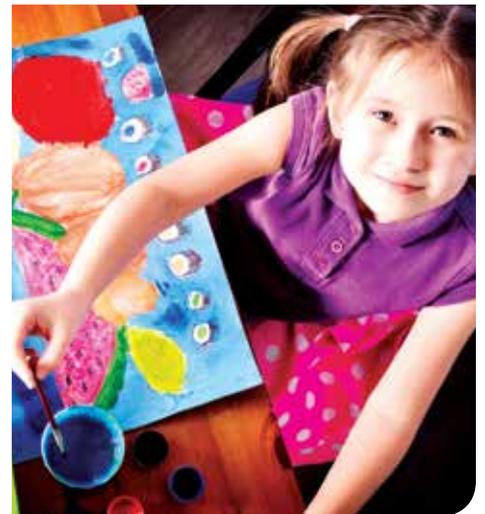
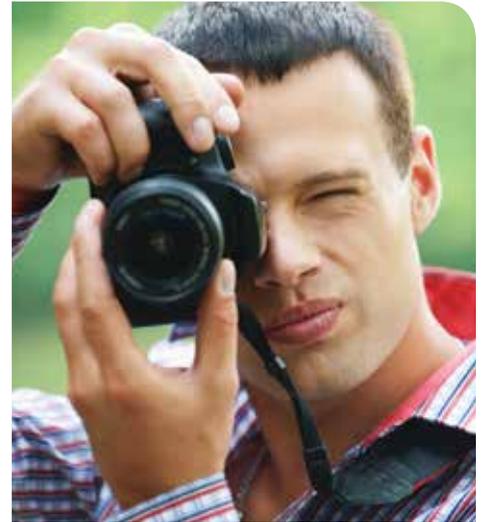
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AND MORE!



ATTENTION ACTIVE OLDER ADULTS!

Scholarships are available for
Clay & Platte County older adults!
See page 5 for detailed information.

NOW Enroll Online at
www.northlandcareercenter.com

COMPUTER TECHNOLOGY

CO101 • Computer Basics

New to a computer? This class introduces you to the most essential tools you need to start using your computer. Topics covered include computer basics (logging in, using the mouse and keyboard), working with Windows (toolbar, command menus), working with programs (creating documents, saving your work), file management (organizing documents and folders), browsing the Web, basic hardware components, saving files to storage devices and more! No computer experience required. Enrollment limited to 10.

Time: Wed., 6:00-8:00 p.m.

Fee: \$36 for 2 sessions

Starts: Sept. 23

Instructor: Holly Harpst

CO102 • Introduction to Word 2010

(Prerequisite: Intro to Computers or comparable)

Learn the essentials of Microsoft Word and word processing. Learn how to create different types of documents while becoming familiar with the various tools and options offered within the program. Students will learn to create, navigate, save and email documents, format and manipulate text, insert symbols, create headers and footers and much more. It is recommended you bring a flash drive to save your work. Enrollment limited to 10.

Time: Wed., 6:00-8:00 p.m.

Fee: \$49 for 3 sessions

Starts: Oct. 7

Instructor: Holly Harpst

CO103 • Introduction to Excel 2010

(Prerequisite: Intro to Computers or comparable)

Learn the essentials of Microsoft Excel and spreadsheets. Discover the Excel toolbar, create and save workbooks, format text, numbers, rows and columns, select ranges and move or copy data. You will also learn how to use formulas and basic functions, explore printing options for worksheets, learn how to save and email worksheets and more! It is recommended you bring a flash drive to save your work. Enrollment limited to 10.

Time: Wed., 6:00-8:00 p.m.

Fee: \$49 for 3 sessions

Starts: Nov. 4

Instructor: Holly Harpst

Intro to Quickbooks 2015

(Six-week Online Course)

Learn to manage the financial aspects of your small business quickly and efficiently with this powerful accounting software program. QuickBooks is designed especially for the small- to mid-sized-business owner who needs a fully functional accounting system that's also easy to use.

Beginning dates: Sept. 16, Oct. 14, Nov. 11, Dec. 9

Enrollment: www.ed2go.com/northlandcc

Course Fee: \$104

Intro to PC Security

(Six-week Online Course)

What you don't know about PC security really can hurt you! Learn why you're at risk and what you can do to protect your precious personal and business data from the outside world. This course, taught by a security expert, will quickly bring you up to speed on the fundamentals of PC and network security.

Beginning dates: Sept. 16, Oct. 14, Nov. 11, Dec. 9

Enrollment: www.ed2go.com/northlandcc

Course fee: \$104

TECHNICAL & INDUSTRIAL

TI201 • Heating, Air Conditioning & Refrigeration

(Prerequisite: Basic understanding of electricity or instructor approval)

This course will update maintenance personnel and/or train new personnel on the fundamentals of environmental systems. Safety, specialized tools, brazing, electricity, and hands-on application of various heating and cooling systems will be included. The course prepares students for Refrigerant Recovery Certification, which meets Federal EPA requirements and is required for employment in the HVAC field. Refrigeration Recovery Certification exam fee included in price. Students must bring their own multi-meter. Enrollment limited to 15.

Time: Tues. and Thurs., 6:00 – 9:00 p.m.

Fee: \$850 for 48 sessions (plus \$450 for books, materials and exam)

Starts: Oct. 6

Instructor: Staff

TI202 • Basic Welding Technology

Lab instruction and hands-on applications provide the beginner/hobbyist exposure to the basics of theory and safe practices for the welding/cutting processes as well as various related power equipment and hand tools. These areas may include Select Processes (see below). Protective Equipment is required.

Time: Mon. and Wed., 6:00-9:00 p.m.

Fee: \$450 for 15 sessions

Starts: Open Entry beginning Sept. 21

No class Oct. 12, 26 & 28, Nov. 25

Instructor: Curt Claycomb



Customized Welding

This class provides in-lab and hands-on instruction for those with various degrees of experience wanting to develop or improve welding skills in a specific welding/cutting process. Instructor will meet with you to determine your current skill level to assist in selecting a suitable class. Protective equipment is required. Specify type of process for your class.

TI203 • Customized Welding 1: Provides those with some experience with guided instruction to develop and enhance the basic skills for the selected process. It will include minimal exposure to various positions and material applicable to the selected process (listed below)

TI204 • Customized Welding II: Guided instruction to practice and improve skills or prepare for certification. This class includes welding of carbon steel, stainless steel and aluminum in all positions applicable to the selected process (listed below).

Select Process for TI203 and TI204:

- .01 OA • Oxy-Acetylene Welding/Cutting
- .02 Stick • Shielded Metal Arc Welding
- .03 MIG • Gas Metal Arc Welding
- .04 TIG • Gas Tungsten Arc Welding
- .05 PAC • Plasma Arc Cutting

Time: Mon. and Wed. 6:00-9:00 p.m.

Fee: \$175 for 5 sessions

Starts: Open Entry beginning Sept. 21

No class Oct. 12, 26 & 28, Nov. 25

Instructor: Curt Claycomb

TI205 • Advanced Welding

Looking for job advancement or just want to refine your welding skills? This course will allow you to develop those skills. You may choose between or work with a combination of processes. This course will get the student involved in welding various materials in various positions.

Time: Mon. and Wed., 6:00-9:00 p.m.

Fee: \$900 for 30 sessions

Starts: Open Entry beginning Sept. 21

No class Oct. 12, 26 & 28, Nov. 25

Instructor: Curt Claycomb

HEALTH & MEDICAL SERVICES

Practical Nursing Program

Northland Career Center Practical Nursing program will begin August 2016. The 11-month program consists of anatomy and physiology, pharmacology, theory and clinical experiences at area hospitals, nursing centers, and other community agencies. Upon satisfactory completion of the program, graduates are eligible to apply to take the licensing examination.

Financial Aid is available to qualified students. Individuals wishing to apply to the program must have a high school diploma or GED, and obtain a satisfactory score on the TEAS (Test of Essential Academic Skills), a general knowledge entrance exam. Study information for the test is available online at www.atitesting.com. Testing will begin in January 2016. A \$60 nonrefundable testing fee must be submitted to reserve a testing spot. Due to limited testing space and class size, potential students are advised to test early.

HE301 • EMT

APS Ambulance offers this class at NCC. This course covers identification, treatment, and transportation issues surrounding the ill and injured. Successful completion of the EMT class will make the student eligible to test for licensure as an Emergency Medical Technician. Students must be 18 years old and have a high school diploma, GED or HISET to be licensed. Call 816-858-5505 today for more information and a registration packet.

Time: Mon. & Wed., 6:00-10:00 p.m.
Fee: \$900 for 29 sessions
Starts: Sept. 2, No class Sept. 7, Oct. 28 & Nov. 25
Instructor: APS Ambulance

Medical Coding

(Six week on-line course)

Take your first step toward a lucrative career as a medical coder! In this course, you'll learn how to use the CPT manual and the ICD-9-CM to find medical codes for any disease, condition, treatment, or surgical procedure. This knowledge will help prepare you to work almost anywhere in the medical field. By the end of this course, you'll be well on your way to a career as a medical coder!

Beginning dates: Sept. 16, Oct. 14, Nov. 11, Dec. 9
Enrollment: www.ed2go.com/northlandcc
Course fee: \$104

ENROLL ONLINE!
www.northlandcareercenter.com

YOUTH PROGRAMS

YO401 • Babysitter's Training

This is a great first job that can be fun, but must be taken seriously and responsibly. Babysitter's Training will offer training for young people who want to develop skills in leadership and professionalism while learning about basic child care, safety and first aid. This course is recommended for ages 11 to 15 years. Please bring a three-ring binder to class.

Time: Wed., 6:00-8:00 p.m.
Fee: \$49.00 for 3 sessions
Starts: Oct. 7
Instructor: Belinda Knopp

YO406 • Youth CPR

Infant and Child Heartsaver CPR Course teaches the basic techniques of Child and Infant CPR and use of an automated external defibrillator (AED). The course teaches how to recognize emergencies and first responder techniques until the arrival of EMS. This is a great course for students also enrolled in the babysitting class. For ages 11 to 15 years.

Time: Wed., 6:00-8:00 p.m.
Fee: \$19.00 for 1 session
Meets: Sept. 30
Instructor: Diane Whitmer

MAD SCIENCE After School Program

Join us as we explore the many worlds of science! Each week students will see and do something different. Here are the fun things we have planned:

- Current Events
- Fundamental Forces
- Science of Magic
- Super Structures
- Under Pressure

Classes are held directly after school at listed locations.

School: YO402 Paxton School
Time: Tues., 3:50 – 4:50 p.m.
Starts: Sept. 22

School: YO403 Pathfinder School
Time: Tues., 3:50-4:50 p.m.
Starts: Sept. 22

School: YO404 Barry School
Time: Tues., 2:50-3:50 p.m.
Starts: Oct. 27

School: YO405 Siegrist School
Time: Tues., 3:50-4:50 p.m.
Starts: Oct. 27

Fee: \$78 for 5 sessions
Instructor: Mad Science



YOUNG REMBRANDTS After School Art Program

Elementary drawing will teach basic to advanced drawing lessons, art techniques and vocabulary while expressing creativity in a positive environment. Young Rembrandts uses art to develop essential learning skills. Skills taught are based on drawing, utilizing a method where all students can be successful. All materials are provided. Please wear an art shirt, apron or old shirt for class. For ages 6-12.

School: Paxton School, Gr. 4-5
Time: Mon., 3:50-4:50 p.m.
Starts: YO407.1 Sept. 14,
No class Oct. 12 & 26
YO407.2 Nov. 9

School: Pathfinder School, Gr. K-2
Time: Mon., 3:50-4:50 p.m.
Starts: YO408.1 Sept. 14,
No class Oct. 12 & 26
YO408.2 Nov. 9

School: Barry School, Gr. 3-6
Time: Thurs., 2:50-3:50 p.m.
Starts: YO409.1 Sept. 17
YO409.2 Oct. 29, No class Nov. 12

Fee: \$69 for 6 sessions
Instructor: Young Rembrandts

DID YOU KNOW?

Your company can send you to a class!

Select the class you need and call us at (816) 858-5505 to check its availability. Send our enrollment form and a company check or we'll invoice your company. Call for more information.

INVESTMENTS & RETIREMENT

IN502 • Death & Taxes

Most of us plan to someday do “something” about probate, wills, power of attorney, health care decisions, trusts, estate taxes; however, most of us never do. This course will get you started taking care of basic estate planning. All those important questions you have will be answered, such as: If I am incapacitated, who will make decisions regarding my care? What are Living Trusts? If I have a will, are Probate Court proceedings necessary? Will my heirs have to pay Estate Taxes? And much more!

Mr. Sanderford is an estate planning attorney with 25 years of experience.

Time: Tues., 7:00 – 9:00 p.m.

**Fee: \$15.00 for 1 session
\$20 couple fee**

Meets: Oct. 27

Instructor: John Sanderford

IN503 • Alphabet Soup of Medicare Insurance

Are you or a loved one turning 65 or becoming eligible for Medicare due to disability? This is a fun, relaxed class and a pain-free way to learn. What are Medicare Part A and Part B? How do Medicare supplement plans fill coverage gaps? What is a Plan C, Plan F and let's not forget the new Part D prescription drug plan. Learn about Medicare PPOs and HMOs. This two-hour class will help you master the ABC's of Medicare insurance.

Time: Tues., 6:30-8:30 p.m.

**Fee: \$15 for 1 session
\$20 couple fee**

Meets: Oct. 20

Instructor: Jeff David

NEW! IN501 • Health Insurance Made Easy

Are you still left wondering what the “Affordable” Care Act is and how it applies to you? Do you need insurance but feel the premiums are out of reach? Come to this relaxed, informative class and walk away feeling empowered to make your own health care decisions.

Time: Tues., 6:30-8:30 p.m.

**Fee: \$15 for 1 session
\$20 couple fee**

Meets: Nov. 3

Instructor: Jeff David



Ed2Go Online Classes

No time for a class? Check out our Ed2Go classes online. Most are just \$104. Go to www.ed2go.com/northlandcc to enroll or for further information.

PERSONAL ENRICHMENT

PE602 • Basic DSLR Photography

Prerequisite: DSLR Camera

This class will take you from the basics to a solid understanding of photography in the digital age. We will begin by exploring exposure and light, moving to composition, post processing, and finish up with a deeper dive into the tips and tricks of different types of photography. You should own a DSLR Camera with access to manual controls. Please bring your camera and manual with you to each class.

Time: Tues., 6:00-8:00 p.m.

Fee: \$75 for 6 sessions

Starts: Sept. 22

Instructor: Julie Woodward

NEW! PE612 • Barn Tour

Would you love some pointers on outdoor photography? How about a barn tour to boot? Enjoy taking photos with your DSLR camera of a variety of barns and landscapes along the back roads of the Missouri Bluffs. No hiking required. Join the fun and bring your camera, tripod and a smile! Class will start at 5:00 and go until sunset. You do not need to be enrolled in the DSLR Photography class to join this barn tour. Julie Woodward is President of Northland Photography Club.

Time: Mon., 5:00-8:00 p.m.

Fee: \$19 for 1 session

Meets: Oct. 12

Instructor: Julie Woodward

NEW! PE617 • Practical Meditation

Have you wanted to try meditating? Do you like the idea but are afraid you just don't get it? Do you go to meditate and wonder “when will my mind shut-up already?” Do you think you don't have the time or ability to sit for long periods of time in one position with a painted-on look of peace on your face? Perfect! Then this class is for YOU!

This experiential class will introduce you to a variety of simple, easy-to-learn techniques that can be used anytime, anyplace, including breathing techniques, mantras, and self-guided meditation. These are practical methods that anyone can learn and don't require hours and hours of devoted practice per week. Stephanie Red Feather has been meditating for 15 years and teaching for 13 years.

Time: Wed., 6:30-8:30 p.m.

Fee: \$60.00 for 3 sessions

Starts: Sept. 30

Instructor: Stephanie Red Feather



PE603 • Beginning Social Dance

Do you want to learn to dance but don't know how to begin? This class is for you! Smile, relax and have fun – the three most important tips for dancing! And, since variety is the spice of life, this class offers an assortment of dances: Salsa, Cha Cha, Merengue, Waltz and Two Step. Although this class is designed for beginners, it will also prove helpful to intermediate level dancers who want to refine their footwork and styling. Partner not required for enrollment.

Time: Thurs., 6:30-7:30 p.m.

**Fee: \$35 student
\$49 couple for 6 sessions**

Starts: Oct. 1

Instructor: Tom Ritchie

PE604 • AARP Driver Safety Program

The AARP Driver Safety Program helps motorists age 50 and older maintain their independence and driving privileges. You could qualify for a discount on auto insurance by completing this course.

Time: Tues., 9:00 a.m.-1:00 p.m.

Fee: \$15 members

\$20 non-members for 1 session

Pay to instructor at class

Meets: PE604.1 Sept. 29

PE604.2 Dec. 1

Instructor: Helmuth Haug

NEW! PE610 • Beginning Sign Language

In this class students will be introduced to the fundamental principles of American Sign Language (ASL) and components of Deaf Culture. Basic principles in this class will include finger-spelling, facial expression, body movement, spatial awareness, sign composition, and grammatical structure. For ages 10 and up. *Children must be accompanied by a parent or guardian.*

Time: Mon., 7:00-9:00 p.m.

Fee: \$65 for 6 sessions

Starts: Sept. 14, No class Oct. 12

Instructor: April Dunlap

PE606 • Community Spanish Level 1

Designed to help English speakers talk with Spanish speakers at work, in the grocery store, at church, at the mall, in a restaurant or other public places. Community Spanish teaches you to speak and understand Spanish phrases that are a part of everyday life. Separate mandatory book and audio CD's (Community Spanish: A survival Guide for English Speakers \$35 – Used with both Spanish Levels).

Time: Thurs., 6:30-8:00 p.m.

Fee: \$39 for 4 sessions

Starts: Sept. 24

Instructor: Sonia Guerra

PE607 • Community Spanish Level 2

Prerequisite: Community Spanish 1 or other Spanish experience

Building on the experiences in Community Spanish 1, these classes introduce phrases for holiday greetings, emergencies, giving directions, engaging in small talk and other common life activities. Separate mandatory book and audio CD's (Community Spanish: A Survival Guide for English Speakers \$35).

Time: Thurs., 6:30-8:00 p.m.

Fee: \$39 for 4 sessions

Starts: Oct. 22, no class Nov. 12

Instructor: Sonia Guerra

How to Make Money with Your Writing

(Six-week Online Course)

You really can make money with your writing. I'll share secrets, methods, and tips to help you generate income with your writing. This class includes all the practical information that so rarely gets taught in writing classes. Please join me for this course. Fulfilling (and lucrative) writing work is waiting for you!

Beginning dates: Sept. 16, Oct. 14, Nov. 11, Dec. 9

**Enrollment: www.ed2go.com/northlandcc
Course fee: \$104**

DON'T WAIT TOO LONG!

- **Register early!** Each class has a minimum and maximum enrollment.
- Excellent classes are canceled when too many people wait until the last minute to register.

NEW! PE615 • Exploring Your Intuition

That 'gut feel' ... "hunch" ... "nagging feeling." Learn to recognize, trust, and exercise your intuition. This course delves into the physical, spiritual, and intellectual aspects of intuition, as well as identifies stressors that impede one's intuitive abilities. This course will offer suggestions on how to clear those roadblocks to maximize awareness and concludes with a fun exercise to test your intuitive strength. Join us for an enlightening evening!

Time: Thurs., 6:30-8:30 p.m.

Fee: \$19 for 1 session

Meets: Oct. 1

Instructor: Paula Ann Lumby

NEW! PE614 • Practical Project Management

Are you stressed about organizing an event such as a fundraiser or family reunion? Don't know how to start, conduct, and/or wrap up a home renovation project? Are you "stumped" as to how to get going on a new activity like a part-time side business? This course will step through a few industry-proven project management principles that you can apply in a practical way to help you succeed at any personal endeavor you take on!

Time: Thurs., 6:30-8:30 p.m.

Fee: \$19 for 1 session

Meets: Sept. 17

Instructor: Paula Ann Lumby

NEW! PE616 • Getting to the Goal

Have you lost 10 pounds many times over? Can't get through college? Need motivation to get started on or finish a project? Many of us set goals that we have trouble achieving... in many cases because the goals we set seem overwhelming and potentially unattainable. This course will help you reach your potential by delving into the reasons WHY we fail, how to prioritize competing goals, making a plan and ways to move past fatigue, disappointment and frustration on your journey from goal setting to goal achievement... and ultimately, personal success!

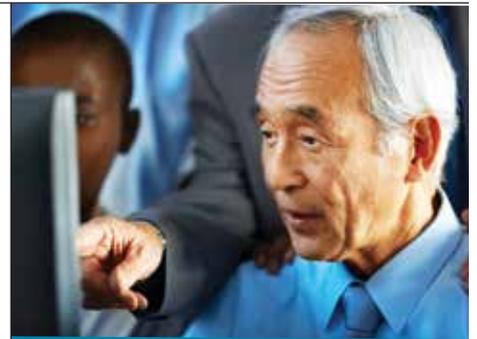
Time: Thurs., 6:30-8:30 p.m.

Fee: \$19 for 1 session

Meets: Oct. 15

Instructor: Paula Ann Lumby

ENROLL ONLINE!
www.northlandcareercenter.com



CLAY & PLATTE COUNTY SENIOR SERVICES

Offers you the chance to enrich your life and have fun on us!

- Art
- Music
- Crafts
- Learn a New Language
- Find a New Hobby

If you are 60 years old or older and live in Clay OR Platte County, you can take a class through our partnership with Northland Career Center and have **up to \$30 (per semester) of your class fee PAID!** Register early – limited funding available.

HERE IS ALL YOU DO:

To take advantage of this scholarship, please enroll online or call us at **816-858-5505** to enroll for any class in this catalog.

Monday – Friday, 8 a.m. to 5 p.m.

For more information on Senior Services call:

**Clay County 816-455-4800
Platte County 816-270-2800**

Funding for this program is through the Senior Levy Fund.

FITNESS & SPORTS

FT702 • Zumba with Body-Shaping Blast

Zumba combines a variety of world music with steps from Salsa, Cha Cha, Merengue, Flamenco, and Hip Hop. The fun and easy routines combine fast and slow rhythms which maximize calorie output, fat burning and total body toning. The body-shaping blast will target areas like arms, abs, and buns. There will be no weights used, but you will be strengthening body parts through weightless arms, express abs, and lower body sculpting moves. With the great variety of music, it will feel more like a party than a work out!

Time: Thurs., 5:00-6:00 p.m.

Fee: \$32 for 5 sessions

Drop in Fee: \$8

Starts: FT702.1 Sept. 24

FT702.2 Oct. 29, No class Nov. 12 & 26

Instructor: Disa Rice

FT703 • Beginning Golf for Women

Would you love to get out on those links but are unsure about the basics? Join instructor Jim Watt and learn to play golf with confidence. You will learn club selection, golf swing, rules and etiquette. All equipment will be provided including the USGA rule book.

Supply fee \$7.50 payable to instructor at the first class. Instructor Jim Watt teaches golf at Maple Woods Community College and has been teaching golf in the Northland for over six years.

Time: Mon., 6:00-7:15 p.m.

Fee: \$89.00 for 4 sessions

Starts: Sept. 14

Instructor: Jim Watt

FT705 • Extended Stretch

Learn techniques for proper spinal alignment and core strength while focusing on gaining strength and flexibility using body weight movements, poses, and repetitions. This class is excellent for beginners as well as those with some experience. Come join us for fun music and exercise. Exercises can be modified to accommodate individual needs. Please bring an exercise mat and large towel.

Time: Tues. 4:15-5:15 p.m.

Fee: \$39 for 6 sessions

Drop in Fee: \$8

Starts: FT705.1 Sept. 22

FT705.2 Nov. 3, No class Nov. 24

Instructor: Starla Bargmann



FT706 • Body Toning: Fitness Mix

Tone your hips, abs, buns, arms, and thighs using a variety of fitness tools and activities: standing abs, weightless arms, and resistance work with weights, bands and balls. You will need a mat, but many toning activities will be done standing or using a chair. Improve your endurance and core strength while working out to great music. Please bring a mat and your choice of 2-5 pound hand weights.

Time: Mon., 5:15-6:15 p.m.

Fee: \$39 for 6 sessions

Drop in Fee: \$8

Starts: Oct. 5 (No class Nov. 23)

Instructor: Disa Rice

FT709 • Express Toning

Too busy for fitness? This half-hour class allows a busy person to "Tone n' Tighten" muscle groups in 30 minutes. With 2 or 3 muscle groups targeted per week, you can tighten up your arms, legs and core using toning exercises and hand weights. Please bring your choice of 2-5 pound hand weights and a mat.

Time: Wed., 4:20-4:50 p.m.

Fee: \$19 for 6 sessions

Drop in Fee: \$4

Meets: Sept. 9, 23, Oct. 7, 14,

Nov. 11 & Dec. 2

Instructor: Disa Rice

NEW! FT707 • H.I.I.T. Class (High Intensity Interval Training)

H.I.I.T. is an enhanced form of interval training, an exercise strategy alternating periods of short intense exercise with less-intense recovery periods. H.I.I.T. is a great cardiovascular exercise. Come join the fun and get your heart pumping!

Time: Tues., 5:20-5:50 p.m.

Fee: \$19 for 6 sessions

Drop in Fee: \$4

Starts: FT714.1 Sept. 22

FT714.2 Nov. 3, No class Nov. 24

Instructor: Starla Bargmann

ARTS & CRAFTS

NEW! AC807 • Beginning Knitting

For ages 12 and up

Always wanted to learn to make one of those awesome projects seen on Pinterest? Come learn what all those stitch abbreviations mean and how to create those projects. Bring size 10 needles (the short size—10" is my suggestion) and a skein of 4 ply yarn and we'll work on a small project to get you going! Donna has been crafting for several years and sells some of her work through boutiques and other venues. Donna teaches both right- and left-handed knitting.

Time: Tues., 6:00-8:00 p.m.

Fee: \$36 for 3 sessions

Starts: Oct. 6

Instructor: Donna Brattin

AC808 • Beginning Crochet

For ages 12 and up

You do not need to know one end of the crochet hook from the other to join this class. We will cover hook sizes and types of yarn as well as basic stitches. Please bring an H Crochet hook and one ball of 4-ply yarn to the first class. A cotton yarn is OK if you have some experience.

Time: Thurs., 6:00-8:00 p.m.

Fee: \$36 for 3 sessions

Starts: Oct. 1

Instructor: Donna Brattin

AC806 • Arm Knitting

For ages 12 and up

Have you seen the newest in knitting? Use your arms as your knitting needles and make an afghan in an hour or a really fast cowl scarf! Knitted using 3 strands of yarn and your arms! You will need 3 skeins of yarn – these can be all the same or all different and they can be solid color or variegated. The thicker size yarns work really well for this. Fizzle is a really fun yarn for arm knitting!

Time: Tues., 6:00-8:00 p.m.

Fee: \$25 for 2 sessions

Starts: Sept. 22

Instructor: Donna Brattin

NEW! AC811 • Advanced Crochet

For ages 12 and up

You've got the basics down – what now? Come learn how to interpret patterns and how to do some of those more intricate stitches. Or bring a project you are currently working on and needing help with or a project you would love to make and are just not sure of how to get started.

Time: Thurs., 6:00-8:00 p.m.

Fee: \$25 for 2 sessions

Starts: Nov. 5, no class Nov. 12

Instructor: Donna Brattin

ENROLL ONLINE!
www.northlandcareercenter.com

HOW TO ENROLL

We now offer classes at Barry, Siegrist, Pathfinder & Paxton schools!

Please enroll for these classes through Northland Career Center. Enrollment should be at least 2 days* prior to the start of a class by choosing one of the following ways:



NEW! ENROLL Online

www.northlandcareercenter.com

Or for online classes at www.ed2go.com/northlandcc



ENROLL by Mail

Send completed form and check to:
Northland Career Center
1801 Branch Street
Platte City, MO 64079



ENROLL by Fax

(816) 858-3278

Fax completed enrollment form along with VISA/MasterCard numbers and expiration date.



ENROLL in Person

1801 Branch Street
Platte City, MO 64079
Mon.-Thurs. 8:00 a.m. - 6:00 p.m.
Fri. 8:00 a.m. - 4:00 p.m.

Extended hours on evening class nights.



ENROLL by Phone

(816) 858-5505

**Classes requiring textbooks and/or instructor ordered supplies have earlier deadlines. You are not registered until fees are paid.*

TEACHERS WANTED

Do you have an interesting craft hobby or ability you would like to share with others? **Call Lisa Weatherly at (816) 858-5505** for more information on teaching an Adult & Community Education class.

REFUND POLICY

PLEASE READ CAREFULLY!

Adult and Community Education reserves the right to cancel a class if sufficient enrollment is not achieved. Registrants will be notified by phone or e-mail if a class is cancelled. Please be sure to advise the office of any changes in your contact information. Full refunds will be issued for classes cancelled by the school. If you drop a class 48 hours before classes begin or earlier, you will receive a full refund minus a \$10 cancellation fee. **No refunds will be given if the class is dropped on the starting date or after the class has begun.** Students assume the risk of changes in personal affairs or health.

Enroll Early

All classes require at least 2 days* pre-registration. You may be assessed a \$5.00 late fee or not be able to enroll if you fail to meet this deadline.

Late Registrations

Late registrations may be accepted on a space available basis. There is no pro-rating of costs for late entry into classes.

Seniors

Older adults, age 55 and older, are eligible for a 10% discount. Discount does not apply to healthcare classes, HVAC, Welding, materials, supplies, or books.



Customized Training

Northland Career Center is a Local Education Agency for the Missouri Customized Training Program, which provides assistance to businesses to train workers. The program's focus is job creation and retention and provides funding for training. It is administered by the Division of Workforce Development (DWD). For more information, please contact Lisa Weatherly, Assistant Director.

NCC Adult and Community Education Enrollment Form

Northland Career Center, 1801 Branch St., Platte City, MO 64079

Name _____ Birthdate _____

Home Phone _____ Work Phone _____

Address _____

City _____ State _____ Zip _____

Email Address _____

CLASS #	CLASS TITLE	DATE	FEE

Payment by: Check # _____ OR Total Amount \$ _____
Make check payable to Northland Career Center

VISA/MasterCard # _____ Exp. Date _____

Signature _____

A full refund will be granted if class is cancelled by Northland Career Center. To withdraw from a class, contact our Adult and Community Education office at least 48 hours before the first class for a refund per our policy.



NORTHLAND CAREER CENTER

College Ready | Career Ready | Life Ready

An A+ Approved Post-Secondary School

1801 Branch Street
Platte City, MO 64079



Our Mission: To prepare students for a continually changing world by providing relevant experiences.

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Special Accommodations

If special accommodations are needed, please contact our office at least two weeks prior to the beginning of class.

Full-Time Programs Available

Northland Career Center offers a variety of full-time programs. These programs are approved for A+ graduates' tuition and financial aid. Hours are Monday through Friday, 8:00 a.m. – 2:10 p.m.

- Aviation Technology
- Construction Technology
- Culinary Arts
- Diesel Technology
- Heating, Air Conditioning & Refrigeration
- Industrial Welding

- IT Professionals
- Practical Nursing
- Teaching Professions

The following services are also available:

- Vocational Assessments
- Financial Aid
- Job Placement Assistance

For more information or to schedule a tour, please call (816) 858-5505.

HOLIDAYS

Community Education classes will NOT be held:

- Sept. 7** Labor Day
- Oct. 12** Columbus Day, Teacher Inservice
- Oct. 26, 28** Parent/Teacher Conferences
- Oct. 30** No School
- Nov. 12** 8th/9th/10th Grade Open House
- Nov. 25-27** Thanksgiving Holiday
- Dec. 21-Jan. 1** Winter Break

WEATHER CANCELLATION

If the Platte County R-3 School District is closed due to inclement weather all Adult and Community Ed. classes will be cancelled and rescheduled when possible. School closings will be broadcast on local TV or radio stations, or you may call the Career Center at (816) 858-5505.

ELIGIBILITY

Adult and Community Education classes are open to anyone 18 years or older. Classes suitable for children will have age or grade ranges listed in their descriptions. **Students should not bring children to adult classes.**

DISCLAIMER

Every effort has been made to make this publication accurate as of the publication date; however, all policies, procedures, tuition/fees, and curriculum are subject to change anytime by appropriate action of instructors, the administration, or the Platte County R-3 Schools' Board of Education. This publication is not intended to be a contract, explicit or implied, and Northland Career Center reserves the right to make changes regarding the information contained herein.

NOTICE OF NON-DISCRIMINATION

The Platte County R-3 School District Board of Education is committed to maintaining a workplace and educational environment that is free from discrimination and harassment in admission or access to, or treatment or employment in, its programs, services, activities and facilities, and provides equal access to the Boy Scouts and other designated youth groups. In accordance with law, the district strictly prohibits discrimination and harassment against employees, students or others on the basis of race, color, religion, sex, national origin, ancestry, disability, age, genetic information or any other characteristic protected by law. The Platte County R-3 School District is an equal opportunity employer. Compliance Officer: Dr. Rob Gardner, Assistant Superintendent of Personnel & Operations, 998 Platte Falls Rd, Platte City, MO 64079, Phone: 816-858-5420, Fax: 816-858-5593. Email: gardnerr@platteco.k12.mo.us