

CENTER FOR LIFELONG LEARNING

SUMMER 2021  
REGISTRATION  
BEGINS APRIL 19

# Continuing Education

LEISURE AND PROFESSIONAL DEVELOPMENT COURSES



**COCHISE  
COLLEGE**

*Center for Lifelong Learning*

2600 East Wilcox, Sierra Vista AZ 85635 • [www.cochise.edu/cll](http://www.cochise.edu/cll) or 520.515.5492

# Our Summer Classes

Classes at the Center for Lifelong Learning are designed to be your interconnection to learning at any age or skill level. We are keyed up to bring you the schedule for Summer 2021 classes.

Cochise College and the Center for Lifelong Learning encourage student success in a learning community that promotes intellectual growth through educational resources and programs tailored to changing social, economic and technological needs.

The Center for Lifelong Learning is a place where students, learning, and teaching are our first priority. Registration is easy! Simply click on the class title, add the course to your cart and create an account. That's all!

Our courses are informative, affordable, fun, and geared for you. All of our courses include expert, professional instructors. Browse our Summer 2021 Schedule to find that class that will be your interconnection to spring learning.

**All courses are non-credit and non-transferable to Cochise College degree programs.**

For more information, contact one of our staff at 520-515-5492.

## Center for Lifelong Learning Staff

**Ana Smith**, CLL Manager

**Colette Andrews**, Data Specialist

**Joy Miller**, Department Assistant

## Physical Address

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Sierra Vista AZ 85635

## Mailing Address

Cochise College  
Attn: Center for Lifelong Learning  
901 North Colombo Avenue  
Sierra Vista AZ 85635

## Location Key

DTC - Downtown Center, Sierra Vista  
SVC- Sierra Vista Campus

**In order to receive a full refund, your cancellation notice must be received in the DTC office five business days prior to the class start date.**

**A \$10 cancellation fee will be charged for late cancellations unless otherwise stated in a specific class description. If you are registered for an in-person class, but you feel ill or have a temperature on the day of the class, please stay home. We will refund your registration fee. The health and well-being of our students and staff is our highest priority.**

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Cochise College is following AZDHS and CDC guidelines to help protect you and your instructors as we carefully return to campus. We encourage you to consider others as well as yourself and to take responsibility for your own health and safety amid the challenges of the coronavirus pandemic.

Student safety guidelines for a safe return to campus classes include:

- Stay home if you are feeling sick.
- Wear a mask during class and while on campus.
- Practice social distancing.

# Arts and Crafts

## Beginners Mosaic Frame Workshop

with Paula Keith

You can create a beautiful mosaic picture frame. Get ready to learn the basics of mosaics by creating a beautiful piece of artwork you can display at home. Start thinking about the colors you want to use or the picture you want to put in your beautiful frame.

That is all it takes; just let your creativity flow. We will provide all the materials you need for this class. Ready to create and enjoy yourself?

Register today! The frame you will work on holds a 4X6 photo. In this workshop, there is no cutting or grinding of glass. Face masks will be required and social distancing will be observed.

**Sat, May 8 & Sat, Aug 21**  
**DTC, A-111**

**11 a.m. – 2:30 p.m.**  
**\$49**



## Virtual Instant Guitar for Hopelessly Busy People

with Craig Coffman

Have you ever wanted to learn the guitar but simply find it challenging to find the time? In just a few hours you can learn enough about playing the guitar to give you years of musical enjoyment, and you won't have to take private lessons to do it! Grab your guitar and get ready to learn some basic chords, and get you playing along with your favorite songs right away. You will also learn how chords work in a song, form the three main types of chords, basic strumming patterns, how to play along with simple tunes, and how to buy a good guitar (things to avoid), and how to tune your guitar. This fantastic interactive course includes an online book, online follow-up video lessons so you can continue your practice and study on your own, an optional periodic online question and answer group session with your instructor, and a recording of the class.

**Tue, Jun 15**  
**Zoom**

**4:45 – 7:45 p.m.**  
**\$59**



## Virtual Instant Piano for Hopelessly Busy People

with Craig Coffman

In just a few hours and from the comfort of your home, while you sit at your piano or keyboard, you can learn enough secrets of the trade to give you years of musical enjoyment! Learn to play piano the way professionals do—using chords! This fantastic interactive course includes an online book, online follow-up video lessons so you can continue your practice and study on your own, an optional periodic online question and answer group session with your instructor, and a recording of the class. Plus, you are going to learn how chords work in a song, how to get more out of sheet music by reading less of it, how to form the three main types of chords, how to handle different keys and time signatures, how to avoid “counting” and how to simplify over 12,000 complex chords.

**Mon, Jun 14**  
**Zoom**

**4:45 – 7:45 p.m.**  
**\$59**



## Beginners Mosaic Birdhouse

with Paula Keith

Ready, set, create! Put your creativity to work and create a beautiful adornment for your home and garden. You will have all the materials you need to make your one-of-a-kind birdhouse. In this workshop, you will use wheeled nippers. Safety goggles/eye protection and face masks will be required. Social distancing will be observed.

**Sat, May 8**  
**DTC, A-111**

**10 a.m. – 3 p.m.**  
**\$59**



# Basic Computer Skills Series - NEW!

**Register for the entire series  
and save 25%**

Are you looking for beginning computer classes to learn something new, refresh or enhance your skills? Not sure where to start? Search no more! This series will provide you with a solid foundation in basic computer skills. George Self welcomes you to this interactive series where you will have your own computer to work on, and open discussion and questions are encouraged. Individual courses are \$39. Register for the entire 5-class series and save \$39. Face masks will be required and social distancing will be observed.

## Exploring Personal Computers and Windows



Take the first step in building a foundation for using a personal computer with Microsoft Windows 10. We will start with a discussion about basic computer terminology then move on to the fundamental skills needed to navigate the Windows operating system. You will learn about the start button, desktop and taskbar, shortcuts, and manipulating program windows. The course also examines how to manage files and folders and how to configure the most useful Windows features.

**Tue, Jul 13** 8:30 – 11:30 a.m.  
**DTC, G-104** \$39

## Overview of the Internet



Developed for first-time Internet users and novices, this workshop explains what the internet is and how to effectively use a browser like Chrome or Edge. It includes tips and tricks for effective internet searches and how to navigate the internet like a pro. Internet safety practices are emphasized so you can more effectively secure your personal information online.

**Tue, Jul 20** 8:30 – 11:30 a.m.  
**DTC, G-104** \$39

## Microsoft Word



Designed for those who want to learn Microsoft Word, this course allows you to learn word-processing basics. You will review the fundamentals of entering and editing text along with formatting documents. You will learn skills like various cut and paste options, drag-and-drop selected text, open and save functions, and spell-check.

**Tue, Jul 27** 8:30 – 11:30 a.m.  
**DTC, G-104** \$39

## Exploring Graphics



You will explore the use of clip art, word art, graphics, and pictures to enhance a Microsoft Word document's look. It includes information about the various types of graphics and when each is most effectively used.

**Tue, Aug 3** 8:30 – 11:30 a.m.  
**DTC, G-104** \$39

## Email Fundamentals



This class is an introduction to email which covers how to create a Gmail account and then use that account to type, edit, send, and receive email messages, delete unwanted mail, manage spam, create contacts, use the address book, and send attachments.

**Tue, Aug 10** 8:30 – 11:30 a.m.  
**DTC, G-104** \$39



# Computing

**WORK ON YOUR OWN TIME,  
AT YOUR OWN PACE!**

## **Excel 2016® Suite Online**

*with George Self*

**Basic Excel:** This course is a basic introduction to Excel. The class is designed for students who have no or little Excel experience. This course starts with creating new workbooks and then covers editing and managing worksheets, including selecting cells, entering data, and using the Excel Ribbon. The course also covers creating and using mathematical formulas and adding Excel functions to worksheets. Students who complete this course will have an excellent grounding in Excel that they can use in their work, but they will also be prepared for more advanced topics.

**Intermediate Excel:** This course covers creating and using Excel charts to simplify data analysis. The course includes an emphasis on selecting an appropriate type of chart for the audience and data. Next, the course covers Excel tables and how they can be used to provide analysis tools like filters to simplify data. Finally, the course covers using multiple worksheets for complex data structures. Students who complete this course will be able to add graphic elements to worksheets and will be prepared for more advanced topics.



**Advanced Excel:** This course covers importing and analyzing data using pivot tables and what-if analysis. It then covers using Excel to create forecasts based on the data available. Finally, the course presents various ways that Excel can be used for statistical analysis of data. Students who complete this course will be well prepared to use Excel for any data analysis function required in their work or studies. Recommend taking courses in consecutive order.

The instructional materials required for this course are included in enrollment and will be available online.

**Requirements:** Microsoft Windows 7, Microsoft Windows 8.x, or Microsoft Windows 10; Microsoft Office 2016. A free 30-day trial of Office 365 Home Premium may be available at Office Online. Then, a subscription can be purchased for around \$8 per month.

Please be sure to install the software on your computer before the course begins.

This course is not suitable for Mac users. It is also not suitable for those using the “starter version” or “web app” versions of Microsoft Excel 2016 or those using an older version of Microsoft Excel. Students using Office 365 will be able to complete these exercises, but some of the menu items will be different.

- Internet access
- Email
- One of the following browsers:
  - Mozilla Firefox
  - Microsoft Edge
  - Google Chrome
- Adobe PDF plug-in (a free download obtained at Adobe.com.)

## **Online**

**Registration open from May 3 through May 15.**

**Self-Paced with one-on-one instructor support when needed.**

**Courses in this suite must be finished by June 30.**

**\$109 for the entire course!**

## **Learn How to Zoom**

*with Ana Smith*

Have you been invited to join a Zoom meeting yet? You will soon! Zoom has become a popular way to socialize, attend classes, necessary business meetings, medical appointments, and stay in touch with family and friends. By attending this interactive workshop, you will become familiar with Zoom, learn how to join a Zoom meeting easily, and interact with other attendees. Registration is required as space is limited. Face masks will be required and social distancing will be observed.

**Thu, May 6  
Wed, July 21  
10 – 11:30 a.m.  
FREE**

**Mon, Jun 14,  
Tue, Aug 31  
DTC, G-104**

# Cooking

## Lovin' Leafy Greens

with Chef Chris Fisk

We know the advice: Eat plenty of leafy greens. Maybe we do, maybe we don't, but this class will get you inspired to broaden your veggie horizons either way. Discover a new twist on good old collard greens and what to do with bok choy. Nobody doesn't like kale this way, and broccoli rabe may be your new favorite vegetable. These nutritional powerhouses cook up quickly, making them perfect for weeknight dinners. Menu: Ginger Soy Bok Choy, Collard Green Wraps stuffed with "Unchicken" Salad, Garlic Loaded Broccoli Rabe, Sweet, and Sour Marinated Kale.

**Fri, May 21**  
**Zoom**

**10 – 10:30 a.m.**  
**\$35**



## Basic Buttercream Cake Decorating

with Chef Monica Medina

Buttercream is a baker's best friend. Satisfy your baking curiosity by joining Chef Monica as she will teach you buttercream basics and take you through the steps of frosting a cake, so it is primed for decoration and troubleshooting techniques for working with temperature changes and uncooperative climates. You can learn how to prep and use pastry bags and how to use different tips to achieve unique finishes for your cake. At the end of class, you can go home with a fully decorated six-inch cake.

**Sat, Jun 26**  
**DTC, J-115**

**9 a.m. – 12 p.m.**  
**\$55**



## Baking with Chef Monica

**Register for the entire Baking Series and save 20%!**

You will be delighted with this series by learning decorating techniques and enjoying the fruits of your labor after each class! During these hands-on classes, Chef Monica will guide you in learning how to create amazing and delicious decorated cupcakes and cakes that will delight everyone. Masks are required, and social distancing will be observed during in-person cooking classes.

## Ice Cream Cupcake Cones

with Chef Monica Medina

This deceptively simple recipe will show you how to make a cake look like an ice cream cone. Vibrant colors and satisfying flavors to boot! Your kids will be begging for this cake for every special occasion or any day that ends in y.

**Sat, May 22**  
**DTC, J-115**

**9 – 10:30 a.m.**  
**\$39**



## Fancy Cupcakes

with Chef Monica Medina

Who doesn't love cupcakes!? Come join Chef Monica as she will show you how to add a tasty filling, pipe buttercream frosting, and make fancy decorations that will beautify your cupcakes. They'll look so good your friends and family will think you bought them at a bakery.

**Sat, Jun 12**  
**DTC, J-115**

**9 – 10:30 a.m.**  
**\$39**



## Burger Cupcakes

with Chef Monica Medina

All American favorites. Build your "burger" and take your cupcake game to the next level with these little sliders of joy. You're going to want to attend this class to learn the secret to a great-tasting patty.

**Sat, Jul 3**  
**DTC, J-115**

**9 – 10:30 a.m.**  
**\$39**



## Naked Cake: Not too Sweet, but Oh so Delish!

with Chef Monica Medina

If you are a fan of great-tasting cakes that are not super sweet, this is the perfect course for you! Learn to make a naked cake that satisfies your sweet tooth. You will be using buttercream frosting and fresh fruit to add a touch of freshness to your masterpiece. Bon Appetit. At the end of class, you can go home with a fully decorated six-inch cake.

**Sat, Jul 17**  
**DTC, J-115**

**9 – 11 a.m.**  
**\$55**



## Cake Failed, Now What?

with Chef Monica Medina

Cake disasters are inevitable. Learn how to push through and bounce back from some of the most common cake baking blunders. You're going to want these tips, tricks, and techniques in your arsenal for when your cake has a bad hair day.

**Sat, Aug 14**  
**DTC, J-115**

**9 – 11:30 a.m.**  
**\$45**



## Tier Cake

with Chef Monica Medina

Stack that Cake! Stacking tiers is one of those advanced skills that takes practice. By the end of this course, you will have a solid grasp of the fundamentals needed to build a multi-tiered cake that's as delicious and sturdy as it is tall.

**Sat, Aug 21**  
**DTC, J-115**

**9 a.m. – 12 p.m.**  
**\$59**



# Cooking

## Easy Asian Fusion Series

with Chef Chris Fisk

Borrowing from the Asian pantry, Chef Chris will help you to create new flavorful dishes that come together quickly and are naturally on the lighter side. Learn how to use slightly mysterious specialty ingredients like miso and ramen noodles, or just how easy it is to make home versions of restaurant favorites.



## Favorite Asian Appetizers

Two of the most popular starters at your Southeast Asian restaurant are easy to pull off at home. Not only can you make them yourself with a few insights into ingredients and handling, you might even like your own better! Menu: Vietnamese summer rolls, Eggplant Satay with Peanut Sauce.



**Tue, Jun 1** 5:30 – 6 p.m.  
**Zoom** \$35

## Kyoto Comfort

Ramen is so much more than starving college student fare and can actually be yummy and good for you at the same time. Everybody's favorite, shumai dumplings, are not challenging to master and may become your new addiction. Menu: Real Ramen with Spring Veggies, Simple Shumai Dumplings.



**Tue, Jun 8** 5:30 – 6 p.m.  
**Zoom** \$35

## Favorites in a Flash

Warming miso soup is secretly simple to make with a few tips and understanding of this traditional fermented food. Japanese family-style "hand sushi" is as much fun to make as it is to eat. Bet you start making it every week! Menu: Miso Soup, Easy Temaki (Hand-Rolled) Sushi.



**Tues, Jun 15** 5:30 – 6 p.m.  
**Zoom** \$35

## Stay Home Take-Out

Upping the veggies in classic fried rice gives the same satisfaction as the heavy restaurant version, but half the guilt, so you can make it often. If you've never had Szechuan cold sesame noodles, you are in for a real treat and may find yourself craving them regularly! Menu: Very Veggie Fried Rice, Cool Sesame Noodles.



**Tue, Jun 22** 5:30 – 6 p.m.  
**Zoom** \$35

## For Mushroom Lovers Only

with Chef Chris Fisk

If you are a fan of mushrooms, you are in for a treat! There is just something about mushrooms! Bursting with richness and flavor, they make for a unique culinary treat. Besides being delicious, they are packed with "good for you" health benefits. If that wasn't enough, they're also inexpensive and even make your average meat-eater more than satisfied. Menu: Hearty Walnut Mushroom Loaf, Smokey Stuffed Mushrooms, Sultry Mushroom Pâté, Asian Marinated Portobello Steaks.



**Sat, Jun 5** 10 – 11 a.m.  
**Zoom** \$39

## Healthy Cents

with Cynthia Aspengren

Food resource management can be challenging for everyone. Healthy Cents combines nutrition education and food resource management principles to encourage families to make healthy food choices on a limited budget. This interactive class focuses on making healthy and affordable food choices, reducing food expenses, developing a food spending plan, planning a meal, and saving money on healthy food shopping. *This class meets four times.*



**Wed, Jun 9 - 30** 10 a.m. – 12 p.m.  
**Zoom** FREE



# Cooking

## Nutrición con un Presupuesto Ajustado

con Maria Molina

La administración de los recursos alimentarios puede ser un desafío para todos. Este curso combina la educación nutricional y los principios de administración de recursos alimentarios para alentar a las familias a elegir alimentos saludables con un presupuesto limitado. Las clases interactivas se enfocan en elegir alimentos saludables y accesibles, reducir los gastos de alimentos, desarrollar un plan de gastos de alimentos, planificar una comida y ahorrar dinero en la compra de alimentos saludables. *Esta clase se reúne cuatro veces.*

**Mier, Junio 9 - 30**  
**Zoom**

**2 - 4 p.m.**  
**GRATIS**



## Make it, Don't Buy it!

with Chef Chris Fisk

Enjoy higher quality and save money! There are many products we normally buy that are surprisingly easy to make and much cheaper. Also, when you make your own, you know what's in it! Most commercially prepared foods have certain ingredients that aren't ideal for optimal health, so join Chef Chris to save money and eat more healthfully. Menu: Fruit and Nut Breakfast Bars, Light or Creamy Salad Dressing, Basic Vegetable Broth, Easy-Peasy Hummus, All-Natural Nut Milk.

**Thu, Jul 1**  
**Zoom**

**5:30 - 6 p.m.**  
**\$35**



## Mediterranean Cuisine Comes to You Extended

with Cynthia Aspengren

Are you ready to explore the Mediterranean diet as well as its scientifically proven health benefits? Through this course, you will learn how to implement the culinary aspects of the Mediterranean way of eating at home while using local foods and seasonings. Each of the four-course sections addresses specific food topics and includes tasty recipes for you to prepare at home. *This class meets four times.*

**Wed, Jul 7 - 28**  
**Zoom**

**10 a.m. - 12 p.m.**  
**FREE**



## Plugging Into Plant Power

with Chef Chris Fisk

One of the best ways to seize health is to eat a more plant-based diet. Great idea, but now what? Don't worry; this will be a tofu-free zone! Join Chef Chris - who also had a hard time making the move to more plant-based eating - for plenty of tips and insights for embracing this new way of eating. Each week she'll create easy, plant-based meals that deliver all the flavor and texture we want, just from plants.



## Dinner at the Shore

Crab cakes are surprisingly easy to convert to plant-based. The secret is in the seasoning and good frying technique. Pairing the crabby cakes with an updated version of a family classic makes for a perfectly nostalgic meal. Menu: Crabby Cakes and Rice-A-Roni-ish.



**Fri, Aug 6**  
**Zoom**

**10 - 10:30 a.m.**  
**\$35**

## A Night in Paris

For as easy as they are to make, crepes always seem extra special. Combining mushroom, chard, and smoked Gouda guarantees a transporting evening, especially when served with ratatouille made with the best of summer produce. Menu: Mushroom and Chard Crepes with Smokey Cheese Sauce, Quick Ratatouille.



**Fri, Aug 13**  
**Zoom**

**10 - 10:30 a.m.**  
**\$35**

## Northern Italian Nostalgia

Two all-time favorites get a make-over! Updating Alfredo by making it with heart-healthy cashews means you can once again enjoy this creamy, dreamy pasta favorite. Caesar salad is the perfect accompaniment, of course, and this version still packs a punch. Menu: Linguine Primavera with Alfredo Sauce, Not-So Classic Caesar Salad.



**Fri, Aug 20**  
**Zoom**

**10 - 10:30 a.m.**  
**\$35**

## Taj Mah-Yum!

Good curry depends upon just the right blend of spices - not too spicy or overpowering, but full of flavor. Yellow split peas are a gem of a legume to get to know, both for their quick cooking as well as the impressive nutrition profile. Serving curry over ginger rice makes it almost too much goodness - Almost! Menu: Yellow Split Pea Curry with Ginger Rice.



**Fri, Aug 27**  
**Zoom**

**10 - 10:30 a.m.**  
**\$35**



# Nature

## Sharks: The Biology of Remarkable Fishes

with Jeff Babson

Hollywood has given all sharks a bad reputation. Jeff will share with you fascinating facts about the biology and diversity of these resilient survivors. Get ready to learn a great deal more about sharks, from the enormous plankton feeders to tiny deep-water sharks, from the Great White's familiar form to the bizarre hammerheads and goblin sharks. Join us for a look into the surprising world of these misunderstood creatures.

**Thu, May 20**  
**Zoom**

**6 – 8 p.m.**  
**\$19**

## A Fly's Wonderful & Bizarre World

with Jeff Babson

For most people, flies are best known, unfortunately, for sucking our blood or invading our barbecues. However, the truth about members of the order Diptera is so much more fascinating than that. Flies are crucial to healthy ecosystems worldwide for their work as pollinators, decomposers, predators, and parasites. Many flies are wonderful and beautiful insects. Others have genuinely bizarre habits, such as feeding on snails or beheading ants! This class introduces you to the truly wacky and wonderful world of flies!

**Thu, Jun 24**  
**Zoom**

**6 – 8 p.m.**  
**\$19**

## Natural History of Moths

with Jeff Babson

In conjunction with National Moth Week, join Jeff as he will help you explore the wonderfully diverse world of moths. While moths are well-known for visiting lights at night, many moths fly during the day and are just as colorful as butterflies. Moths greatly exceed butterflies in number of species and offer the amateur naturalist a lifetime of discovery, even in your backyard. Take a journey with us and sneak a peek at the magical world of moths.



**Thu, Jul 22**  
**Zoom**

**6 – 8 p.m.**  
**\$19**

## Arizona Snakes

with Jeff Babson

Did you know that Arizona harbors an amazing diversity of snakes, with 57 species recorded in the state? You will explore Arizona's snakes, focusing on their identification, ecology, and conservation. Join us for a look at these amazing reptiles.



**Thu, Aug 12**  
**Zoom**

**6 – 8 p.m.**  
**\$19**



# Special Interest

## Sharpie-Gate: Where Government Meets Science



with Glenn Minuth

Do you remember the stormy weather that surrounded the Sharpie-gate episode? Perhaps it's still a bit foggy. You will learn to appreciate the bigger reason President Trump's fight with a weather forecast even now worries meteorologists. Meteorologists quickly found themselves at ground zero in a political storm as this event unwound, while some remain worried that its implications could have long-term consequences for their field. You will see the unpacking of how Trump's "Sharpied" weather map affected public trust in both the National Oceanic & Atmospheric Administration's and the National Weather Service's apolitical science role, fares when juxtaposed with long-established federal laws concerning false weather forecasting. Explore the reasons why this forecast triggered three independent government agency investigations. After learning the details of this story, you can decide if Sharpie-gate left a "permanent mark" on the future of weather forecasting.

Wed, Jun 9  
DTC, G-106

6 – 7:30 p.m.  
\$19

## Secrets of the 20-Mule Team Operation



with Glenn Minuth

Perhaps you're like many people who remember using 20-Mule Team Borax Soap when you were young and maybe still use it today. For many people, there's no bigger icon for Death Valley than the famous twenty Mule Teams. These teams pulled massive wagons that hauled borax from Death Valley to the nearest railhead on a grueling 10-day trip. Their legacy results primarily from a successful advertising campaign promoting 20-Mule-Team Borax Soap and the long-running radio and television program. Your focus topics will be on early borax mining operations and the heavy emphasis placed on the operational trade secrets for how these enormous wagons were rigged and pulled across long stretches of California and Nevada.

Wed, Jun 23  
DTC, G-106

6 – 7:30 p.m.  
\$19

## Military History Series: Defeat on the Battlefield



with Glenn Minuth

In this new Military history series, you will be taken on two journeys to explore great national and international military disasters and fatal victories from previous millennia to recent times. These military blunders will characterize forces (both large and small) that were outnumbered, outgunned, but remained undeterred against all odds.

### Part 1

#### The Battle of Agincourt--October 25, 1415

This decisive battle in the Hundred Years' War concluded with the victory by the English over the French. King Henry V led the English Army and legendarily realized victory notwithstanding

the numerical superiority of its opponent. The battle reiterated other English triumphs in the Hundred Years' War, including the Battles of Crécy and the Poitiers, while charting the course for England's ensuing Normandy overthrow and finally Paris. We'll examine what precipitated the conflict and how success was won by weapon superiority, field position, greater discipline for sustaining troop formations, outmoded French passion for employing heavy cavalry while on imperfect terrain for horses, along with the poorly-disciplined French commanders. Learn how: Henry V emerged as a national hero with Agincourt resting in English history as one of the most celebrated battles and how it was memorialized in their art, literature, and song.

### Part 2

#### The Fetterman Fight: Fated or Not?

Considering the numerous fatalities, the infamous Fetterman Massacre was the Army's worst defeat in the West until the Battle of Little Bighorn in 1876. Subsequent attacks eventually forced the Army to reevaluate its vow to protect the Bozeman Trail. By 1868, the military abandoned its trail-side fort system and withdrew from the region. This action was one of only a small number of clear-cut Native American wins during the Plains Indian Wars. Fetterman's arrogance, according to the "accepted story," led to grand recklessness on December 21, 1866, when he disobeyed direct orders in order to ignorantly and defiantly lead his command to pursue Indian attackers. But now, the "accepted story" is in question amongst much controversy. Join Glenn and take a trip through history as you will examine the strategy and tactics that led up to this action on the Bozeman Trail.

Tue, Jul 13 & 20  
DTC, G-106

6 – 7:30 p.m.  
\$35

## Life Below the Stairs - Downton Abbey Explained



with Glenn Minuth

Have you ever wondered what life was *really* like below the stairs in great houses of the past, such as in the popular television drama, "Downton Abbey"? Believe it or not, a few high societal homes are still in existence to this day with a 20 to 25-person staff! Prepare to take a journey through the late Victorian / Edwardian Era domiciliary. In this journey, you will examine the importance of high-societal household staff, the intricate hierarchy among them, and their functional interrelationships with members of the families who owned these "great homes."

Tue, Aug 3 & 10  
DTC, G-106

6 – 7:30 p.m.  
\$35



# Wellness

## AHA-Basic Life Support for Healthcare Providers

with Neil Gago

Basic life support will cover CPR for adult, infant, and child as well as the use of an Automated External Defibrillator (AED) in accordance with AHA guidelines. Core material covered will be: adult, child, and infant CPR, ventilations with a barrier device, 1 and 2 rescuer techniques, use of the bag-valve mask, automated external defibrillation (AED), and aid for choking victims. *Those who successfully complete this course will qualify for a two-year certification. AHA (American Heart Association).*

Sat, Jul 10	9 a.m. - 1 p.m.	DTC, G-106	\$55
Sat, Jul 24	9 a.m. - 1 p.m.	DTC, G-106	\$55
Sat, Aug 14	9 a.m. - 1 p.m.	DTC, G-106	\$55

## AHA-Heartsaver First Aid, CPR, and AED

with Neil Gago

Learn to manage illness and injuries within the first few minutes until professional help arrives. This class is for any person who wants to acquire important life-saving skills or has a duty to respond to a first aid or cardiac emergency because of job responsibilities or regulatory requirements. Course content includes general principles of CPR/AED and first aid for medical and injury emergencies. *Those who successfully complete this course will qualify for a two-year certification.*

**AHA (American Heart Association) and AED (Automated External Defibrillator).**

Sat, Jul 17	9 a.m. - 3 p.m.	DTC, G-106	\$79
Sat, Aug 7	9 a.m. - 3 p.m.	DTC, G-106	\$79



# Online Business & Professional Development

Online courses are offered by our two online partners UGotClass and Ed2Go. All courses are non-credit and non-transferable to Cochise College degree programs. All online courses include expert, professional instructors. Our online courses are affordable, fun, fast, convenient, and geared just for you. Visit our website [www.cochise.edu/cll](http://www.cochise.edu/cll) and go to our Online Courses and Career Training page to register directly for the courses of your choice offered by the online provider of your choice. For more information, contact us at 520-515-5492. For any software/hardware requirements please check each individual course.

## ed2go Online Career Training

Visit our website [www.cochise.edu/cll](http://www.cochise.edu/cll), click on Online Courses and visit the ed2go Online Career Training page to register for the training programs of your choice.

For the ed2Go Career Training Programs, you may be assigned with an instructor or team of industry experts for one-on-one course interaction. Your support will be available (via e-mail) to answer any questions you may have and to provide feedback on your performance. All of our instructors are successful working professionals in the fields in which they teach. You will be assigned to an ed2go advisor (not a Cochise College advisor) for academic support.

These courses are non-credit, so they do not qualify for federal aid, FAFSA, or Pell Grant. In some states, vocational rehab or workforce development boards will pay for qualified students to take our courses. You can browse our entire course catalog by visiting <https://careertraining.ed2go.com/cochise>. For detailed course information use the course code provided under each training program. For general information, contact us at 520-515-5492.

### Freight Broker/Agent Training

Become part of the exciting trucking, freight logistics, and transportation industries as a licensed freight broker or as a freight broker agent. Freight broker training will help you learn the skills you need to be a successful Freight Broker/Agent. From licensing and operations to sales and marketing, you'll learn the basics of how to run a domestic freight brokerage or agency in the United States. Freight brokerage is a growing, service-based industry. As a freight agent or broker, you connect shippers and manufacturers with transportation companies and manage those shipments. Entrepreneur magazine has rated the freight brokerage business as one of the top home-based businesses to own, and a Wall Street Journal article cited freight brokering and logistics as the largest growing sector of the transportation industry. Written by freight brokerage specialists, this freight broker course will provide you with the knowledge and resources needed to break into the shipping

industry. From transportation law, contracts, and insurance, to setting up and running your own business, this is the best online freight broker training available.

**6 months**  
**GES703**

**180 Course Hours**  
**Tuition \$1895**

### Payroll Practice and Management with Microsoft Excel 2019

Payroll professionals have to navigate financial laws and data to do their job efficiently. This online course covers all critical payroll management areas and teaches you advanced practices for using Microsoft's Excel 2019 software. You will be prepared to take the Fundamental Payroll Certification exam and the Microsoft Office Specialist (MOS) Expert certification exam for Microsoft Excel 2019. Key topics include the major components of the Fair Labor Standards Act of 1938, the Internal Revenue Code, and major parts of the state labor code for your chosen state.

**12 months**  
**GES2086**

**170 Course Hours**  
**Tuition \$2295**

### Professional Bookkeeping with QuickBooks 2019 Software Included)

QuickBooks is the most commonly used financial software tool for small business bookkeeping. If you're a small business owner who wants to take control of your company's finances, this course is for you. Professional Bookkeeping with QuickBooks 2019 (Software Included) will teach you how to utilize QuickBooks for everything from handling accounts receivable and accounts payable to accounting for fixed assets. You will learn standard bookkeeping skills, including running general ledger reports, working with the chart of accounts, managing inventory accounts, and more. By course completion, you will have the knowledge and skill set needed to ensure that you are handling your business's accounting needs within legal standards. The QuickBooks 2019 software will be provided upon enrollment. Software cost is included in the course price.

**6 months**  
**GES2005**

**120 Course Hours**  
**Tuition \$2195**

### Medical Billing and Coding (Voucher Included)

This course will prepare you for success in this rewarding career as you learn about legal, ethical, and regulatory concepts central to this field, including HIPAA compliance, official coding guidelines, and third-party payer requirements. You will also be able to choose a voucher for the professional certification that best aligns with your interests and career goals. More than one million practicing physicians in the United States rely on medical billers and coders to receive payment for their services. Besides medical facilities, positions are available with health insurance companies, specialty pharmacies, medical suppliers, consulting firms, and national medical coding and billing companies, so the opportunities are nearly endless! Medical billers

# Online Business & Professional Development

and coders are in high demand. This course offers valuable training in legal, ethical, and regulatory concepts central to this field, including HIPAA compliance, official coding guidelines, and third-party payer requirements. You will also come to understand all phases of the revenue cycle—from patient registration through medical coding, claims submission, reimbursement, and collections. You will also learn common medical terminology to help you converse with others in healthcare easily and with confidence.

**12 months**  
**GES1014**

**370 Course Hours**  
**Tuition \$2995**

## **Pharmacy Technician (Voucher Included)**

Pharmacy technicians have become indispensable to the healthcare industry, and it's a great time to join this growing field. Pharmacy technician classes can get you started on this fulfilling career path. You'll gain the skills and knowledge to qualify for entry-level positions in pharmacies and be prepared for national certification. Upon completion of this course, you will be prepared to sit for the Pharmacy Technician Certification Exam (PTCE), offered by the Pharmacy Technician Certification Board (PTCB). This course also includes a voucher which covers the fee of the exam. Pharmacy technician certification is an important issue for many industry employers and state legislatures, some of which now require national certification. You will also have the opportunity to apply for a 100+ hour externship.

**12 months**  
**GES117**

**400 Course Hours**  
**Tuition \$2495**

## **OMCP® Social and Mobile Marketing Professional (Voucher Included)**

In this course, you will learn how to build mobile and social marketing campaigns from start to finish. You'll master the different opportunities available, understand when to use the different channels, and know the best way to reach people on the go. By the time you complete this course, you'll be fully prepared to further your career as a social media, and mobile marketing focused digital marketer. Throughout the course, you will have access to multiple live workshops and forums that will allow you to interact with faculty and other students online. This course will prepare you for the Online Marketing Certified Professional (OMCP®) certification exam. This course offers enrollment with or without a voucher. The voucher is prepaid access to sit for the certifying exam upon eligibility.

**9 months**  
**GES257**

**190 Course Hours**  
**Tuition \$1995**

## **CompTIA™ A+ Certification Training (Vouchers Included)**

This course will prepare you for CompTIA A+ certification. You can earn this certification after you pass two exams. The CompTIA A+ Certification Exam 220-1001 covers mobile devices, networking technology, hardware, virtualization and cloud

computing, and network troubleshooting. The CompTIA A+ Certification Exam 220-1002 covers installing and configuring operating systems, expanded security, software troubleshooting, and operational procedures. CompTIA™ A+ Certification is vendor neutral and internationally recognized, giving you a competitive advantage no matter what country you're working in and what hardware you're working with. This course offers enrollment with or without vouchers. The vouchers are prepaid access to sit for the certifying CompTIA™ certification exams (CompTIA 220-1001 and 220-1002) upon completion of the course and eligibility. This course offers enrollment with or without vouchers.

**6 months**  
**GES328**

**290 Course Hours**  
**Tuition \$1995**

## **AWS System Operations Certification Bundle (Voucher Included)**

You will be introduced to Amazon Web Services (AWS) products, services, and common solutions. You will be provided with fundamentals to become more proficient in identifying AWS services so that you can make well-informed decisions about IT solutions based on business requirements. Upon completion of this course, you will be prepared to sit for the AWS Certified SysOps Administrator - Associate exam. You will then learn how to create automatable and repeatable deployments of networks and systems on the AWS platform. AWS System Operations is a course for System Administrators and Developer Operations personnel and will cover the specific AWS features and tools related to configuration and deployment, as well as common techniques used throughout the industry for configuring and deploying systems. This course includes a voucher which covers the fee of the exam.

**12 months**  
**GES3003**

**90 Course Hours**  
**Tuition \$3995**

## **ed2go Online Short Courses**

**Our instructor-led online courses are informative, fun, highly interactive, and convenient. Choose from a wide variety of topics ranging from computer programming and web design to languages and writing. Instructor-led courses begin monthly, run for 6 weeks, and include 12 lessons total, with 2 lessons being released each week. You are then given 2 weeks to complete the final exam. Complete the lessons on your own time; you do not have to be logged in when lessons are released. Most lessons can be completed in about 2 hours. Each lesson will include a discussion area through which you can communicate with the instructor. Lessons may also include quizzes, hands-on assignments, supplementary links, and more.**

**For the independent learner, our self-paced courses provide access to all lessons immediately with up to three**

# Online Business & Professional Development

months to complete. You will receive a Record of Completion from Ed2Go upon successful completion of our courses. You can browse our entire course catalog by visiting <https://www.ed2go.com/cochise>. For detailed course information use the course code provided under each course. For general information, contact us at 520-515-5492.

## Accounting with MS Excel 2019 Suite

Learning Excel is an important first step toward an accounting career. As the most widely-used spreadsheet software, Microsoft Excel is used by accountants to analyze data, create reports, and prepare forecasts. This online accounting course suite will teach you fundamental accounting skills while training you to use Microsoft Excel 2019.

**Instructor-Led** **6 Weeks Access**  
**May 12, Jun 16, Jul 14, Aug 18**  
**Course Code: B9579** **Tuition \$395**

## Written Communication for Business Suite

Start improving your career opportunities by learning in-demand writing skills to create robust copy for business and marketing objectives that will differentiate you in today's competitive hiring landscape. Written Communication for Business Suite provides students with the in-demand writing expertise they need to achieve success through detailed, self-paced, and instructor-led courses.

**Instructor-Led** **6 Weeks Access**  
**May 12, Jun 16, Jul 14, Aug 18**  
**Course Code: B14244** **Tuition \$299**

## Medical Terminology Series

If you have ever had trouble memorizing medical terms, this series is for you. You'll learn medical terminology from an anatomical approach by looking at each root term, its origin, a combined form, and an example of non-medical everyday usage. Learn medical terminology related to all 11 of the body's organ systems, and review different diagnostic and treatment procedures for each system. This series of courses includes lessons and activities designed to help you understand and remember the medical terminology you learn.

**Instructor-Led** **6 Weeks Access**  
**May 12, Jun 16, Jul 14, Aug 18**  
**Course Code: B8719** **Tuition \$199**

## Human Resource Management Suite

No matter what our role is in an organization, we are all affected by human resources. We are also affected by how successful our organization is in competing in the global marketplace as well as how we can increase profits, have a high rate of success and be an employer of choice. This course will provide you with the information needed to help your organization with its efforts to become a High-Performance Organization (HPO). We'll discuss the four principles of a HPO:

Egalitarianism and Engagement, Shared Information and Trust, Knowledge Development, and Performance Reward Linkage. You will learn how to link these principles with organizational activities to be a HPO. We'll also discuss leadership and how the organization's culture can help or hinder your efforts to become a HPO.

**Instructor-Led** **6 Weeks Access**  
**May 12, Jun 16, Jul 14, Aug 18**  
**Course Code: B9164** **Tuition \$299**

## Introduction to SQL

Learn the key concepts of SQL (Structured Query Language) the powerful and standard database management query language for relational databases. SQL (Structured Query Language) is one of the best programming languages for beginning web developers to learn. This course will teach you the basics of designing and writing SQL queries to execute on a practice database. Using a SQL Server Express, you'll learn several real-world applications for SQL so you can put this valuable skill set on your resume.

**Instructor-Led** **6 Weeks Access**  
**May 12, Jun 16, Jul 14, Aug 18**  
**Course Code: sql** **Tuition \$115**

**Self-Paced** **3 Months Access**  
**No Instructor, Start Anytime**  
**Course Code: T9864** **Tuition \$115**

## Prepare for GED Test Series

Prepare for the GED test and master the skills required to pass the Mathematical Reasoning module. You will start off by reviewing the four modules and then dive into math basics to build the foundation you need to solve math problems. In the process, you will develop hands-on experience with percentages, proportions, statistics, algebra, geometry, and more. In each lesson, you will apply your knowledge to practice questions similar to those used in the test series. You will know how, when, and why to use each math concept you learn. By the time you finish this course, you will be confident with your math skills and about taking the test.

**Instructor-Led** **6 Weeks Access**  
**May 12, Jun 16, Jul 14, Aug 18**  
**Course Code: B9332** **Tuition \$199**

## UGotClass Online Certificates

**Expert instructors lead our online certificates and courses. Participate anytime, day or evening, from any computer. How does it work? In the online classroom, listen to audio lectures, view slides, and take optional quizzes. Post written comments in the online discussion with your fellow participants and the instructor. Your instructor logs on once a day to answer questions and join in on the discus-**

# Online Business & Professional Development

sion. Many courses have online readings of up to 20 pages a week. Participate any time of day or night. The ideal is to go online 2-3 times a week, but you decide.

## Certificate in Non-Profit Administration

Non-profits today need to be run like a business in many respects. You have competition, a need to generate income and a surplus, and staff need to be even more productive. Get the best training on revenue generation for non-profits and program evaluation for non-profits with our Certificate in Non-profit Administration. You will come away with the latest best information from instructors who train people in non-profits.

**Revenue Generation for Non-profits** Jun 7 - Jul 30  
**Program Evaluation for Non-profits** Aug 2 - 27  
**Tuition \$595**

## Certificate in Workplace Communication

Good communication in the workplace is more important than ever. And critical to your career advancement and success. Come get a comprehensive and intensive preparation with skills and techniques you can put to use on Monday morning. Take back a workable conflict management model, along with successful and practical conflict management strategies. Then work with a pro to learn how to improve your negotiation skills for a win-win outcome, including helping others to get what they want so you get what you want. Finally, find out more about yourself and others using personality profiles for better work performance. You will be learning from some of our more popular instructors and taking away new how-to skills that work.

**Conflict Management** Jun 7 - Jul 2  
**Negotiation: Get What You Want** Jul 6 - 30  
**Using Personality Profiles for Better**  
**Work Performance** Aug 2 - 27  
**Tuition \$595**

## Supervisory and Leadership Certificate

Your employees are your most valuable resources. Ensuring the efficiency of your team is the key to your success and is your most important responsibility. Get practical, easy to understand, and insightful methods for new and even experienced supervisors and managers. Learn about effective delegation, performance management, and writing performance reviews. Discuss the specifics of the supervisor's role and responsibilities, and strategies for improving your overall effectiveness as a leader. Take home practical information along with tips and techniques that can be applied at your job immediately.

**Supervisory & Leadership Certificate** Jun 7 - Jul 30  
**Tuition \$395**

## Certificate in Data Analysis

Data Analysis is quickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze

that data to see trends and make predictions. Add a whole new skill set to your portfolio, and make a big difference in the success of your organization by acquiring data analysis skills. Begin with getting a basic understanding of how to analyze data in a business setting. Then learn how many of your business decisions involve comparing groups for differences. You will know the statistics behind these group differences and relationships. Finally, you will find out how to perform inquiries that will be useful to your business or organization, and have the skill necessary to communicate these results through graphs and text that your fellow employees will understand. Whether your business is home based or a large company, this certificate will take you to the next level where important decision-making is concerned.

**Introduction to Data Analysis** Jun 7 - Jul 2  
**Intermediate Data Analysis** Jul 6 - 30  
**Advanced Data Analysis** Aug 2 - 27  
**Tuition \$495**

## Coding Certificate

Coding is becoming one of the most in-demand skills in the workplace today. As a result, coding has become a core skill that bolsters one's chances of becoming a higher value to organizations. The highest demand is for programming languages with broad applicability. Begin by getting introduced to the basics of computer programming and various programming languages. Then go to the next level and acquire all the basics of HTML and CSS. You will learn the relationship between these two industry-standard web page coding languages and the step by step process of hand coding and building web pages. Finally, discover the advanced features of CSS and learn how to use this very powerful language.

**Introduction to Coding** June 7 - Jul 2  
**HTML Fundamentals** Jul 6 - Jul 30  
**CSS Fundamentals** Aug 2 - 27  
**Tuition \$595**

## Certificate in Online Teaching

For those new to teaching online, or those already teaching online. Get the best instruction from the foremost authorities in online learning. Thousands of people have taken this fundamental yet advanced training in teaching online. From building an online course to improving an online course, from fostering online discussion to encouraging student interaction, from traditional assessment to online tests, the program will give you both the fundamentals of teaching online, as well as the most advanced tips and techniques in the business. Your instructors are authors, speakers and consultants in online learning and teaching.

**Advanced Teaching Online** Jun 7 - Jul 2  
**Designing Online Instruction** Jul 6 - 30  
**Fostering Online Discussion** Aug 2 - 27  
**Tuition \$495**

# Featured Instructors

**Chef Chris Fisk** lives to feed, and to help others feed themselves well by enjoying the kitchen more. She started her professional cooking career in New York City where she was classically trained in the culinary arts. After working in a top-rated restaurant "long enough," she made a switch to catering. Chef Chris has fed a number of notables such as Martha Stuart and Lauren Bacall, in some of the swankiest spots in the city. The real spark, however, came when she began to teach cooking. Getting a New Yorker, who can have any possible kind of food effortlessly delivered, to embrace the cooking process was immensely satisfying. With time, she became adept at helping even the most novice cook to feel comfortable and at home "on the range." Chef Chris is the author of two cookbooks and writes on food for various publications.



**Chef Monica Medina** fancies using a mixture of spices, techniques, and flavors to invent tasteful masterpieces, and she loves to cook, bake, and take on imaginative ideas when it comes to food. As a mother of two, Chef Monica strives to include healthy and resourceful options for her children.



Chef Monica earned her Associates at Cochise College through the Culinary program and dedicated five years to finding her own style of cooking and decorating. Her main focus in the culinary field is cake decorating. She enjoys the entire process from planning, to prepping, to executing something her client envisioned. Chef Monica pushes the boundaries to design something innovative and daring. Her passion began when she was asked to make a detailed birthday cake for a friend. Chef Monica says, "seeing the excitement and happiness people get from my food is what I strive for."

You will have an opportunity to meet Chef Monica as she will be teaching baking and cake decorating classes this summer.

**Glenn Minuth** is now retired after 35 years as a civil servant for the Department of Defense. He worked at various duty stations where his positions included: cartographer; Instructor, National Defense University; IT Specialist; and IT Project Manager/ Team Leader/Division Chief. Glenn's bachelors and graduate degrees are in geography with specialties in cartography, geomorphology, remote sensing and geology. Others areas of academic focus included biogeography, weather/climate and pedology. His graduate research emphasis was on the Mima mounds found on volcanic mudflows in the central Sierra Nevada foothills in California. For more than 30 years, Glenn has been a part-time instructor in geography and geology in Cochise College credit and non-credit programs at multiple campuses where he conducts field trips and lectures in the areas of military history, western history, ecology, weather/climate, geography and geology. He also offers similar programs to various eco-tourism groups and local clubs.



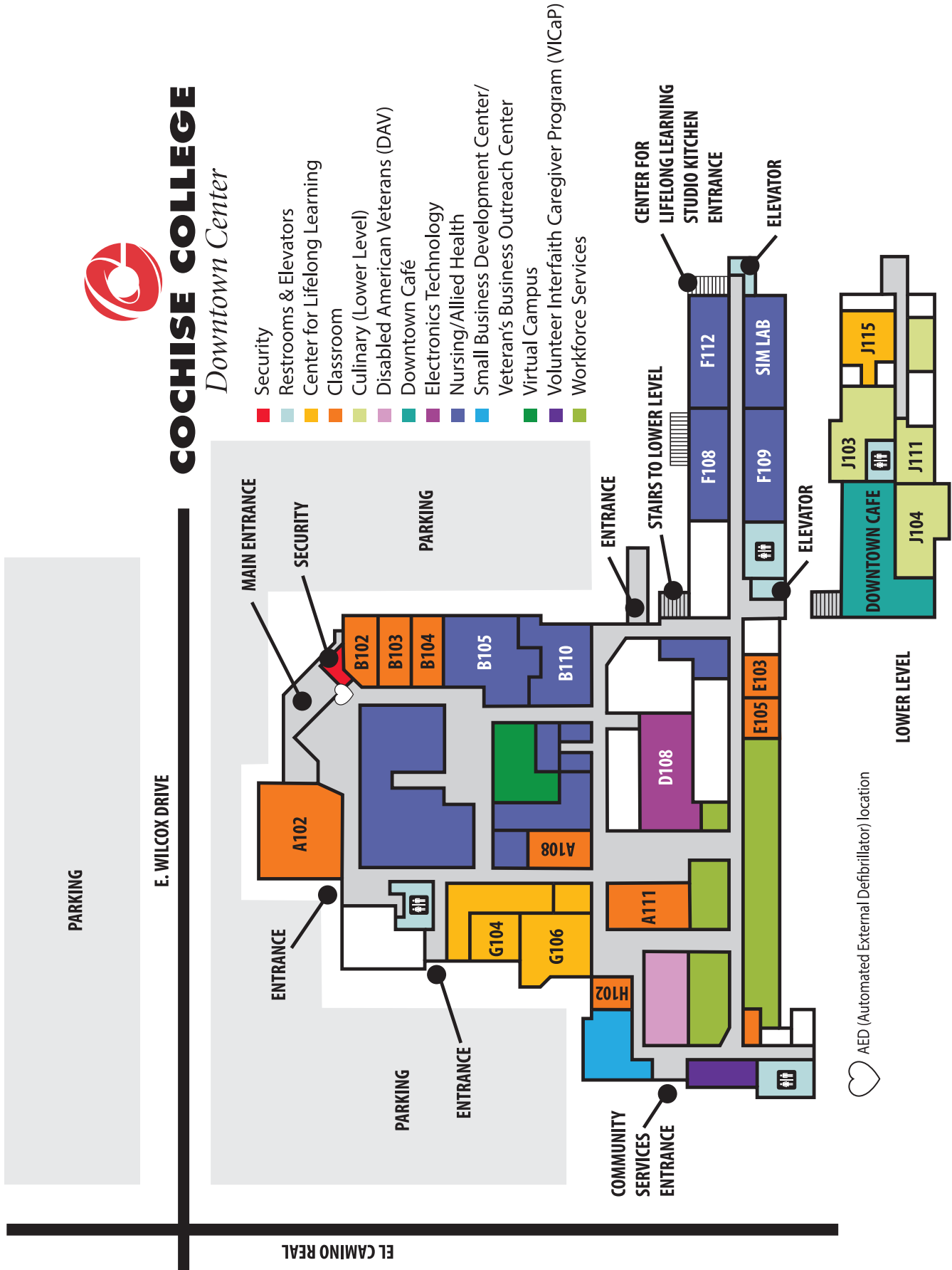


# Downtown Center Map



## COCHISE COLLEGE Downtown Center

- Security
- Restrooms & Elevators
- Center for Lifelong Learning
- Classroom
- Culinary (Lower Level)
- Disabled American Veterans (DAV)
- Downtown Café
- Electronics Technology
- Nursing/Allied Health
- Small Business Development Center/  
Veteran's Business Outreach Center
- Virtual Campus
- Volunteer Interfaith Caregiver Program (VICaP)
- Workforce Services



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E. WILCOX DRIVE

## Five Easy Ways to Register

### 1 • Online

Register anytime, day or night, online. Visit [www.cochise.edu/cll](http://www.cochise.edu/cll), click on the Register for Classes (website) link, then click on the current schedule link to browse and register for classes.

### 2 • Phone

Call (520) 515-5492 to register by phone using your credit card.

### 3 • Walk In

Drop by our office and register in person with one of our friendly staff members. We are located in the Downtown Center, 2600 East Wilcox Drive, Room G101.

### 4 • Mail

Fill out the registration form (right), make check or money order payable to **Cochise College** and mail with your registration to:

#### **Cochise College**

**Attn: Center for Lifelong Learning**

**901 N. Colombo Avenue**

**Sierra Vista, AZ 85635**

### Disability Accommodations

Cochise College values inclusive learning environments and strives to make all aspects of the College accessible to our students. If you have a disability and believe you need an accommodation to improve access to learning and campus services, you may begin the welcome process and review the Disability Student Guide at [www.cochise.edu/disability](http://www.cochise.edu/disability). Community member, Center for Lifelong Learning students and visitors may contact the Office of Disability Services to determine eligibility at (520) 515-5337.

### Groups/Organizations

We will be glad to prepare a class tailored to your needs—held at your location or at Cochise College. For more information call (520) 515-5492, (800) 966-7943, ext. 5492 or email [training@cochise.edu](mailto:training@cochise.edu).

## Center for Lifelong Learning Registration Form

Name \_\_\_\_\_ Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Home phone \_\_\_\_\_ Cell \_\_\_\_\_

Work phone \_\_\_\_\_ Other \_\_\_\_\_

Email \_\_\_\_\_

*Please acknowledge the best mode to confirm enrollment and reach you for additional class information:*

Email  Home Phone  Cell Phone  Work  Other

**Class name** \_\_\_\_\_

Date \_\_\_\_\_ Fee \_\_\_\_\_

**Class name** \_\_\_\_\_

Date \_\_\_\_\_ Fee \_\_\_\_\_

**Class name** \_\_\_\_\_

Date \_\_\_\_\_ Fee \_\_\_\_\_

**Class name** \_\_\_\_\_

Date \_\_\_\_\_ Fee \_\_\_\_\_

Payment information

Visa  MasterCard  American Express  Discover

Card # \_\_\_\_\_

Expiration Date \_\_\_\_\_ Sec. Code \_\_\_\_\_

Billing Address \_\_\_\_\_

Signature \_\_\_\_\_

**Liability:** Cochise College assumes no liability for accidents that occur while participating in Lifelong Learning classes and provides no funds to cover medical costs. Participation in any class is entirely voluntary. Participants are strongly urged to have their own health insurance. Cochise College is not responsible for injuries or accidents and all liability against them is waived.

**Registration Deadline:** Payment for any class is expected at the time of registration. Certain classes have individual fees and registration deadlines. See each class for those requirements and refund policies. Instructors will not accept registration payment at any time. Exact cash amount or check only for in-class purchases or kit fees.

Classes that do not meet the minimum student requirement will be cancelled before the actual class date. Early registration may help to ensure the class you desire to take will be a go.

**Cancellation and Refund Policy:** The Cochise College Center for Lifelong Learning reserves the right to cancel course offerings with a full refund. Full refunds will be given to students who provide CLL with their cancellation notice five business days prior to the class start date unless there is a specific cancellation policy for a class. A \$10 cancellation fee will be charged for late cancellations. See other specific cancellation policies for a class at the end of their course description. If you are registered for an in-person class, but you feel ill or have a temperature on the day of the class, please stay home. We will refund your registration fee. The health and well-being of our students and staff is our highest priority.



## **Register online... Anytime, Anywhere!**

***Online registration is fast, easy  
and convenient.***

***Go to [www.cochise.edu/cll](http://www.cochise.edu/cll), to  
browse class offerings click on  
Register for Classes (website) or  
on the schedule link.***

***Your connection is live now!***

### **Four Easy Steps:**

#### **1. Find Your Courses**

Browse courses to find the ones that are right for you.

#### **2. Create Account**

Before you can register for a course, you must click on Your Account to create a profile.

#### **3. Add to Cart**

You may add multiple items to your basket.

#### **4. Proceed to Checkout**

Enter your payment information to complete your registration and guarantee your access to the courses you desire.

Once your registration is approved, we will send you a receipt for your records.

# Continuing Education



REGISTER AT: [WWW.COCHISE.EDU/CLL](http://WWW.COCHISE.EDU/CLL)



**COCHISE COLLEGE**  
*Center for Lifelong Learning*

901 North Colombo Avenue  
Sierra Vista, AZ 85635