SCHEDULE OF CLASSES

JANUARY–APRIL 2022

Registration begins Wednesday, November 17, 2021

Dental Assisting Program
A career to smile about!

VIEW OUR CLASSES ON PAGE 5

PERSONAL & PROFESSIONAL DEVELOPMENT

Workforce & Continuing Education
MACOMB COMMUNITY COLLEGE


https://wce.macomb.edu
### Business & Professional Development

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<td>University Center Place</td>
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<tr>
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<tr>
<td>South Campus (SOU)</td>
<td>14500 E. 12 Mile Rd.</td>
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For maps, please visit: [www.macomb.edu](http://www.macomb.edu)
Medical Terminology for Court Reporters  CRTR-8011C
Students prepare for medical transcription by learning medical terms, body systems, anatomy, disease processes, methods of researching medical information, and much more.

W 1/5/22 – 4/20/22  6:30 PM – 8:55 PM  $295  REMOTE  Bosilkovski

Court Reporting Open House  WKSP-8021C
This two-hour Open House offers the perfect opportunity for potential Court Reporting students to decide if pursuing an education for a career in court reporting is the right choice for them.

W 3/30/22 – 3/30/22  6:30 PM – 8:30 PM  FREE  REMOTE  Bosilkovski

DIGITAL MARKETING CERTIFICATE
The following classes are designed to help entrepreneurs and business people market their business using digital strategies. Complete all required classes, ENTR-8054, ENTR-8055, ENTR-8056, ENTR-8054A, ENTR-8060, ENTR-8061, and ENTR-8071 to receive a Certificate in Digital Marketing. For information, contact the program coordinator at 586-498-4121 or continuinged@macomb.edu.

Social Media 101  ENTR-8058A
Wondering what all the hype is about? Think social media is just a fad? Think again. Social media is growing and isn’t going away. More people are using Facebook more than email. Social sites are the quickest growing sites online. Your friends, customers, business partners, potential employees and suppliers are searching for you online and talking about you. You can’t afford to ignore it anymore. Social media can be an extremely powerful tool to build your personal brand, your business or to connect with customers.

Th 1/6/22 – 1/6/22  6:00 PM – 8:55 PM  $45  REMOTE  Herr

Instagram For Business  ENTR-8071
Instagram is one of the fastest growing social media platforms. Learn how to harness the power of Instagram for your business.

TTh 1/11/22 – 1/18/22  6:00 PM – 8:55 PM  $99  REMOTE  Herr

LinkedIn For Business  ENTR-8056
Prerequisite: Basic computer skills taught in Introduction to Computers or the equivalent knowledge. Please bring a company photo, your image, or logo. Must have an email address to verify accounts. This course is hands on & theory. Learn how to structure an engaging LinkedIn profile to network with other business professionals. Connect with new contacts. Make the best use of LinkedIn groups & company page to raise awareness of your business and reach a targeted audience.

ThT 1/20/22 – 1/27/22  6:00 PM – 8:55 PM  $99  REMOTE  Herr

Facebook For Business  ENTR-8054
Prerequisite: Basic computer skills taught in Introduction to Computers or the equivalent knowledge. Please bring a company photo, your image, or logo. Must have an email address to verify accounts. This course is hands on & theory. Discover how to create, edit, tweak and promote a Facebook account. Using Facebook tools (including 3rd party development) build and manage business campaigns online. Also suited to people simply interested in knowing more about social networking.

TTh 2/8/22 – 2/15/22  6:00 PM – 8:55 PM  $99  REMOTE  Herr

Digital Marketing For Business  ENTR-8055
Prerequisite: Basic computer skills taught in Introduction to Computers or the equivalent knowledge. Please bring a company photo, your image, or logo. Must have an email address to verify accounts. This course is hands on & theory. Discover how your competition is always ahead of you in search engine results. Explore other social media tools and strategies to help achieve top rankings in search engines and to create content your audience wants.

TTh 2/22/22 – 3/1/22  6:00 PM – 8:55 PM  $99  REMOTE  Herr

Search Engine Optimization  ENTR-8060
Basic computer skills required. Learn how search engine optimization (SEO) will help draw traffic to your website from listings on search engines. Explore other social media tools and SEO strategies to help achieve top rankings.

TTh 3/8/22 – 3/10/22  6:00 PM – 8:55 PM  $75  REMOTE  Herr

Pay-Per-Performance Marketing  ENTR-8061
Cost-Per-Click, Cost-Per-Impression, and Cost-Per-Call—all types of sponsored online advertising used on websites and search engines. Learn how to advertise on desktop, mobile, and tablet devices and create an advertising campaign to increase brand awareness, generate sales/leads, and advertise to target audiences.

TTh 3/15/22 – 3/17/22  6:00 PM – 8:55 PM  $75  REMOTE  Herr

ENTREPRENEURSHIP CERTIFICATE
The Entrepreneurship Program empowers adult students to start a successful business or to improve an existing one. Students are equipped with the essential skills needed to launch or grow a business including how to develop a business plan, market a business, and avoid pitfalls while building confidence in their small business finance skills. A Workforce and Continuing Education Certificate in Entrepreneurship is awarded upon successful completion of the following 6 required courses: ENTR-8000, ENTR-8013A, ENTR-8013B, ENTR-8045B, ENTR-8046A and ENTR-8049A which are sponsored in cooperation with the Center for Innovation and Entrepreneurship at Macomb Community College. For information, contact the program coordinator at 586-498-4121 or continuinged@macomb.edu.

WORKFORCE & CONTINUING EDUCATION
Starting A Business  ENTR-8000
Explore what it takes to start your own business and cut your time from start-up to profit.

VIRTUAL 1/10/22 – 1/15/22  VIRTUAL  $99  VIRTUAL  Lux

Avoiding Financial Pitfalls  ENTR-8045B
Start strong and avoid the financial missteps often made by first-time small business owners. Explore important financial considerations when starting a business and avoid the pitfalls of poor decision making. Learn how to apply personal finance techniques that will carry over to a solid financial foundation for your small business.

VIRTUAL 1/17/22 – 1/29/22  VIRTUAL  $109  VIRTUAL  Newman

Business Plan: Your Roadmap To Success  ENTR-8013A
Move your idea from a beverage napkin to a business plan and walk away ready to launch your small business.

VIRTUAL 1/31/22 – 2/5/22  VIRTUAL  $99  VIRTUAL  James

Marketing Strategies That Work For You  ENTR-8023
Build your customer base, create your brand, and increase loyalty through simple marketing strategies that fit your business.

VIRTUAL 2/7/22 – 2/12/22  VIRTUAL  $99  VIRTUAL  Balcom

Confidently Manage Your Financials  ENTR-8049A
Don’t be afraid of your numbers! Learn how to manage your small business financials with confidence. Explore accounting principles and tools used in small business accounting. Understand and build financial statements and how to report income and expenses as well as understanding important financial metrics that drive sustainable profit.

VIRTUAL 2/14/22 – 3/19/22  VIRTUAL  $170  VIRTUAL  Chirco

Taking The Next Steps: Getting Started  ENTR-8046A
Completion of previous 5 classes required. Ready, set, pitch! Tie it all together and learn how to present your business idea. Learn about resources available for the next steps.

VIRTUAL 3/28/22 – 4/2/22  VIRTUAL  $99  VIRTUAL  Lux

FINANCE
Introduction to the Stock Market  MNMG-8013
Familiarize yourself with the basics of the stock market. This course includes an introduction to terminology and ratios and will assist you in getting the full benefit from the Stock Market I class.

W 1/5/22 – 1/5/22  6:30 PM – 8:55 PM  $40  SOU-C 241  Cure

Stock Market I  MNMG-8010
Learn to use short-term timing tools including Stochastics, MACD, and RSI, and discover solutions to students’ stock market uncertainties.

W 1/12/22 – 2/23/22  6:30 PM – 8:55 PM  $175  SOU-C 241  Cure

Stock Market II  MNMG-8011
Discover six techniques to find value and growth for common stocks. Learn how to compute and use intermediate and long-term market timing tools.

W 3/2/22 – 4/13/22  6:30 PM – 8:55 PM  $175  SOU-C 241  Cure

PROJECT MANAGEMENT
Overview Of Project Management  BSNS-8017
The course introduces students to the opportunities in project management as well as an introduction to the Project economy. Students are shown different paths to take to enter the project economy.

Sa 3/26/22 – 3/26/22  10:00 AM – 3:55 PM  $35  REMOTE  Skinner

Project Management Practice Exam  BSNS-8019A
This course provides an overview of steps to take to prepare for a successful exam as well as taking an exam simulation using the Joseph Phillips Total Test application.

Sa 3/26/22 – 3/26/22  10:00 AM – 3:55 PM  $175  REMOTE  Skinner

PROJECT MANAGEMENT CERTIFICATE
The following classes are for individuals who wish to understand and improve their project management and leadership skills as well as pass the CAPM or PMP exam. Complete both required classes, BSNS-8016B and BSNS-8018A, to receive a Project Management Education Certificate in Project Management. For information, contact continuinged@macomb.edu.

Fundamentals Of Project Management  BSNS-8016B
Successfully completing projects within the constraints of time, scope, quality, cost, and meeting stakeholder expectations is vital to any organization. This course will familiarize you with the Project Management Institute’s (PMI) framework and approach to project management. You will receive an introduction to project management (PM) terms and practices, the five process groups, and the ten knowledge areas as outlined in the latest edition of the PMBOK Guide (2017). Successful completion of this course will help you take the Certified Associate Project Manager (CAPM) examination as administered by the PMI. Textbook required.

VIRTUAL 1/10/22 – 3/19/22  VIRTUAL  $625  VIRTUAL  Skinner
Project Leadership And Management BSNL-8018A
This course is designed to provide insights into the role and key competencies required of project leaders in diverse organizations. Students will learn about a wide range of leadership duties-manager, problem solver, facilitator, trainer, communicator, advocate—and discover how each duty affects the ability to create a cohesive project team. Students will use a variety of hands-on methods to role play leadership duties. Textbook required.

QUALITY MANAGEMENT PROCESS
This program is designed to provide skills in problem solving, quality improvement, waste reduction, and other tools that assist employees in identifying efficient systems in their organizations. Students will obtain skills needed to strengthen their technical knowledge base and gain a competitive edge to assist employers at every organizational level. For information, contact workforce.dev@maccy.edu.

Problem Solving Training: 8D, Fishbone, SY, A CMGT-815A
Discover the structured approach to problem solving. Many world-class companies such as Toyota use the PDCA (Plan, Do, Check, Act) problem solving process for relentless pursuit of continuous improvement. When combined with the basic logic of the 8D, this approach identifies problems, analyzes root causes and generates solutions. We will also teach you to put effective solutions in place to prevent similar problems from recurring in the future.

APQP – Advanced Product Quality Planning CQLY-8025A
Focus on the implementation and execution of APQP (Advanced Product Quality Planning) processes. APQP is a structured method of defining and establishing the steps necessary to ensure that a product satisfies the customer's needs. Effective product quality planning depends on a company's top management's commitment to the effort required in meeting customer specifications.

PPAP – Production Part Approval Process CQLY-8023A
Learn the PPAP (Production Part Approval Process) and how to apply the voice of the customer (needs/wants/expectations). This course will give the participant a general understanding of the PPAP with emphasis on customer satisfaction. This course is designed to show the participant how to build a PPAP based on facts and data and how to submit it to the customer.

FMEA–Failure Mode & Effect Analysis CQLY-8029A
Focus on how FMEAs (Failure Mode & Effects Analysis) should be used during product and process development to identify function, potential failure of that function, effect of that failure, current controls to prevent failure, and prioritization of recommended actions. Participants should be Product and Process Designers and Engineers and others who will support the process, such as quality and management personnel.

FMEA–Failure Mode and Effects Analysis Workshop CQLY-8181A
This workshop re-enforces the key concepts of FMEA by providing hands-on templates, Excel spreadsheets and macros to assist with (1) Process Mapping and Continuous Improvements; brainstorming Failure Modes and understanding the Pareto 80/20 Rule; also, (2) applying Risk Assessment, Root Cause Analysis (5 Why’s & Fishbone Diagram), Corrective Action, and Counter Measures (A3); (3) applying other Lean and improvement tools (Force Field Analysis, Relationship Diagramming) and Data Mining and Analytics to reap the full benefits of conducting an FMEA; finally (4) Using the FMEA Start-up/Scoping form and the FMEA Worksheet with Severity, Occurrence and Detection to calculate the Risk Priority Number (RPN); discuss the updated standard.

MSA Measurement System Analysis CQLY-8008A
Focus on the fundamentals of MSA/Gage R&R (Measurement System Analysis) in both average (short) and average range (long) methods. Other analytical methods for attribute gages and ANOVA will be discussed. Participants should be quality personnel or others responsible for implementation and proper conduct of MSA/Gage R&R.

Measurement Systems Analysis Workshop CQLY-8182A
This fun, interactive and hands-on workshop brings the concepts of MSA alive by providing templates, macros and spreadsheets to assist with (1) evaluating your measurement system and performing a Gage R & R Study for Repeatability and Reproducibility. We teach you how to (2) mimic real-world application by understanding part variation and upper (USL) and lower (LSL) specification limits; also, by calculating and understanding the Number of Distinct Categories (NDC) and how this impacts your Gage R & R Study; finally, we (3) show you how to understand variation by Equipment, Appraiser, or Part and to understand Gage R & R System Acceptability.

SPC – Statistical Process Control CSCP-8005A
Learn the fundamentals of SPC (Statistical Process Control), Focus on the planning, collection, and analysis of product and process data using variable control charts (Xbar & R) and process capability (Cpk/Ppk) calculations. Participants should be quality personnel or others responsible for the identification and implementation of product and process control.

CAD & 3D PRINTING
Autodesk Authorized Training Center
Autodesk makes software for people who make things. If you’ve ever driven a high performance car, admired a towering skyscraper, used a smartphone or watched a great film, chances are you’ve experienced what millions of Autodesk users are doing with this software. Autodesk REVIT FUSION 360 For information, contact workforce.dev@maccy.edu.

AutoCAD Basic CCA-8138A
This 24-hour course is designed for the beginner and will also include some intermediate tools. Projects will teach real world, step-by-step use of primary drawing and editing commands and the development of architectural and mechanical drawings working with a library of AutoCAD activities and the maintenance of CAD drawing files. The learner will apply 2D drafting practices including the development of projections, text, dimensioning, scale factors, blocks, and printing. An introduction to 3D modeling and reference files will also be included. In addition to class assignments, the learner will have access to bonus video practice tools that will reinforce and strengthen skills. Download free software. Upon completion learners will earn 2 CEUs.

FMAE–Failure Mode & Effect Analysis Workshop CQLY-8029A
Focus on how FMEAs (Failure Mode & Effects Analysis) should be used during product and process development to identify function, potential failure of that function, effect of that failure, current controls to prevent failure, and prioritization of recommended actions. Participants should be Product and Process Designers and Engineers and others who will support the process, such as quality and management personnel.

Failure Mode and Effects Analysis Workshop CQLY-8181A
This workshop re-enforces the key concepts of FMEA by providing hands-on templates, Excel spreadsheets and macros to assist with (1) Process Mapping and Continuous Improvements; brainstorming Failure Modes and understanding the Pareto 80/20 Rule; also, (2) applying Risk Assessment, Root Cause Analysis (5 Why’s & Fishbone Diagram), Corrective Action, and Counter Measures (A3); (3) applying other Lean and improvement tools (Force Field Analysis, Relationship Diagramming) and Data Mining and Analytics to reap the full benefits of conducting an FMEA; finally (4) Using the FMEA Start-up/Scoping form and the FMEA Worksheet with Severity, Occurrence and Detection to calculate the Risk Priority Number (RPN); discuss the updated standard.

Revit Architecture Basic CCA-8136A
This 24-hour course is designed for the beginner and will also include some intermediate tools. Projects will include residential and commercial applications from conceptual mass modeling to construction documents. The learner will apply a wide range of tools to create, modify, and manage a central 3D model used to create printable 2D and 3D views. In addition to class assignments, the learner will have access to bonus video practice tools that will reinforce and strengthen skills. The Revit software is a powerful Building Information Modeling (BIM) program with a central 3D Model that represents the entire building. Download free software. Upon completion learners will earn 2 CEUs.

Software Required
Autodesk Revit 2020
Microsoft® Excel 2007 or later
Microsoft® Word 2007 or later
Microsoft® Access 2007 or later
Microsoft® PowerPoint 2007 or later
Microsoft® Outlook 2007 or later
Microsoft® Internet Explorer 8.0 or later
WORKFORCE & CONTINUING EDUCATION

Microsoft Word 2019 CSFT-8080
Basic computer skills and keyboarding skills are required. Learn introductory and intermediate Word skills including business letter writing; proofreading tools; tables; WordArt and SmartArt; headers and footers; and mail merge. Textbook and USB drive are required.

TTh 2/15/22 – 3/10/22 6:00 PM – 8:55 PM $199 REMOTE Burton

Microsoft Excel 2019 CSFT-8082
Basic computer skills and keyboarding skills are required. Learn introductory and intermediate MS Excel skills. Topics include entering and editing data in spreadsheets; organizing data; creating and modifying basic formulas and functions; charting data; and formatting worksheets. Textbook and USB drive required.

VIRTUAL 2/21/22 – 4/22/22 VIRTUAL $199 VIRTUAL Canfield

Microsoft Powerpoint 2019 CSFT-8083
Basic computer, keyboarding, and internet skills required. Learn introductory and intermediate MS PowerPoint skills. Topics include ribbon interface; document themes; bulleted lists; outlines; formatting text; printing presentations; transitions; clip art and graphics; charts; slide show delivery; editing presentations; handouts; creating hyperlinks; multimedia and sound; PowerPoint tables; sharing files online; finalizing a presentation; and more. Textbook and USB drive required.

TTh 3/15/22 – 4/7/22 6:00 PM – 8:55 PM $199 REMOTE Burton

HEALTH

CERTIFIED MEDICAL REIMBURSEMENT SPECIALIST CERTIFICATE
Be a cut above the rest! CMRS designation is awarded by the American Medical Billing Association (AMBA). Certification provides credibility to the biller, health care providers, and employers. It demonstrates your commitment to providing the highest standards possible in Claims Management and Medical Billing. More information about the exam can be found at www.ambanet.net. Upon successful completion of WKSP-8000, CSFT-8063B, HLTH-80104, HLTH-8061B, HLTH-8008D, and HLTH-8018C, you will receive a Workforce & Continuing Education certificate and be prepared to take the CMRS exam. For information, contact 586-226-4807.

Microsoft Office 2019 CSFT-8063B
Basic computer and keyboarding skills are required. Learn basic skills in Microsoft applications including Word, Excel, PowerPoint, and Access. Applications will include creating business letters and resumes in Word, exploring spreadsheets in Excel, using PowerPoint to create presentations, and working with database objects in Access. Textbook and USB drive are required.

MW 1/10/22 – 2/9/22 6:00 PM – 8:55 PM $265 SOU-C 238 Burton

VIRTUAL 1/10/22 – 2/12/22 VIRTUAL $265 VIRTUAL Canfield

M 1/24/22 – 2/28/22 9:00 AM – 11:55 AM $265 CTR-A 232 Romanczyk

VIRTUAL 2/24/22 – 3/19/22 VIRTUAL $265 VIRTUAL Canfield

Computer Skills Certificate

Microsoft Project 2019 CSFT-8091
This hands-on course is designed to train schedulers, project managers and leaders how to use Microsoft Project 2019. Students will work on a Case Study project and learn a step-by-step approach to developing and tracking progress with project schedules. This course is also ideal for project managers who need to upgrade their Microsoft Project Skills. Textbook and USB required.

VIRTUAL 1/10/22 – 3/19/22 VIRTUAL $475 VIRTUAL Skinner

Workplace Computing Certificate

Workplace Computing classes are designed for learners who are seeking a solid basic understanding of Microsoft applications like Word, Excel, PowerPoint, and Access. The Workplace Computing Certificate is awarded upon completion of CSFT-8080, CSFT-8081, CSFT-8082, and CSFT-8083. Students may also earn the Administrative Assistant Professional with Workplace Computing Skills Certificate by taking the required courses above along with BSNS-8005, BSNS-8006, BSNS-8007 and BSNS-8008A. For information, contact continuining@macomb.edu

Microsoft Access 2019 CSFT-8081
Basic computer, keyboarding, and internet skills required. Learn introductory and intermediate MS Access skills. Topics include ribbon interface; creating tables in Datasheet view; previewing and printing data; designing databases; creating database objects; formatting tables; lookup fields; field properties; queries; designing a relational database; split forms; creating and modifying reports; parameter queries; table structure; Import a Report Into a Database Crosstab queries; and more. Textbook and USB drive required.

VIRTUAL 1/10/22 – 2/19/22 VIRTUAL $199 VIRTUAL Canfield

Medical Terminology HLTH-8010A
Develop a medical vocabulary through a word building system of prefixes, suffixes, root words, and combining forms. Build, identify, and understand appropriate medical terms. Text Required.

VIRTUAL 1/18/22 – 3/29/22 VIRTUAL $295 VIRTUAL Howard

Virtual 2/8/22 – 4/19/22 VIRTUAL $295 VIRTUAL Jury

Medical Billing HLTH-8008D
Obtain the knowledge and skills associated with insurance billing. Examine third party reimbursement including Medicare, Medicaid, Blue Cross Blue Shield, Workers’ Compensation and TRICARE. Become familiar with diagnostic and procedural coding needed to submit claims in compliance with third party payer’s requirements. Become familiar with actual medical billing processes utilizing the CMS-1500 form, Electronic Health Record (EHR) Clinic found in Connect and the knowledge obtained throughout the course.

VIRTUAL 2/22/22 – 4/27/22 VIRTUAL $325 VIRTUAL Dew

Billing Applications HLTH-8018C
Students will be introduced to the basic principles of hospital billing. Gain knowledge in the patient accounts and data flow, the hospital billing process, become familiar with the UB04 claim form, health care payers, reimbursement, revenue cycle and accounts receivable management. Learn how to read and understand the Explanation of Benefits, follow up with payers, and techniques in insurance collection. This is an online class. Access Canvas at My Macomb.

VIRTUAL 2/21/22 – 4/22/22 VIRTUAL $295 VIRTUAL Coligado

Patient Access Services HLTH-8061B
Students will develop an understanding of the revenue cycle and the role of patient access in health care institutions. The student will develop competency in the full range of patient access services including patient registrations and admissions, patient rights and responsibilities, customer services, and laws and regulations affecting patient access. Students will understand the accreditation requirements of health care organizations and will be able to communicate complex regulations to patients during the patient access encounter. Students can access Canvas at My Macomb.

VIRTUAL 1/11/22 – 2/12/22 VIRTUAL $195 VIRTUAL Eastwood
CERTIFIED PROFESSIONAL CODING CERTIFICATE
Are you detail-oriented, analytic, and business-minded thinker? A career in medical coding might be right for you! Upon successful program completion, WKSP-8000, CSFT-8063B, HLTH-8101A, HLTH-8102A, HLTH-8103A, and HLTH-8074, students will receive a Workforce & Continuing Education certificate and be prepared to take the internationally recognized Certified Professional Coder (CPC) exam, licensed by the American Academy of Professional Coders. More information about the exam can be found at www.aapc.com. Career Workshop: Health (WKSP-8000) is required prior to registration in the Medical Coding I course. For information, contact 586-226-4807 or healthcareers@macomb.edu.

Microsoft Office 2019 CSFT-8063B
Basic computer and keyboarding skills are required. Learn basic skills in Microsoft applications including Word, Excel, PowerPoint, and Access. Applications will include creating business letters and resumes in Word, exploring spreadsheets in Excel, using PowerPoint to create presentations, and working with database objects in Access. Textbook and USB drive are required.

Medical Terminology HLTH-8101A
Develop a medical vocabulary through a word building system of prefixes, suffixes, root words, and combining forms. Build, identify, and understand appropriate medical terms. Text Required.

Medical Coding I HLTH-8102A
Prepare for the nationally recognized Certified Professional Coder (CPC) exam. Learn the rules and regulations of ICD-10-CM (International Classification of Diseases, 10th Ed. Clinical Modification), allowing you to apply coding skills to medical services provided in the medical office. Analyze written descriptions of diseases, disorders, and injuries and translate them into ICD-10-CM codes to their highest level of specificity for medical insurance billing. Students can access Canvas at My Macomb. Text Required.

Medical Coding II HLTH-8103A
Prepare for the nationally recognized Certified Professional Coder (CPC) exam. Understand the guidelines of Evaluation and Management codes, learn the basics of Healthcare Common Procedure Coding System (HCPCS) coding: Level I- CPT, Level II-National codes for medical services rendered in medical offices and hospital settings. Use the proper use of modifiers and apply medical necessity criteria to assign diagnostic and procedure codes appropriate for medical insurance billing. Students can access Canvas at My Macomb. Text Required.

CPC Study Night HLTH-8074
Prepare to take the AAPC Certified Professional Coder (CPC) Exam. You will use your current ICD-10, CPT, and HCPCS coding manuals.

DENTAL ASSISTING CERTIFICATE
Become an important member of the dental care team! Students must attend a mandatory Dental Health Careers information workshop (WKSP-8026) and complete all four courses, DLAS-8000, DLAS-8001, DLAS-8002, DLAS-8003 to receive a Macomb Workforce & Continuing Education Certificate. After completing the program and attaining two years of full-time work experience, you may test for the Certified Dental Assistant credential offered by the Dental Assisting National Board. More information at www.danb.org. Prior to beginning the program, students must pass a criminal background check and drug screen, provide evidence of a current CPR/AED card, and purchase a uniform of teal scrubs, white lab coat, sturdy white shoes, and safety glasses. A current physical, TB test and immunizations are also required. Students will learn in a blend of online lectures via Canvas and an on-site laboratory. Microsoft Office is required; students will have free access to Office 365 via the college at MyMacomb and need a Macomb email to download. For more information, contact 586-445-7161 or dental@macomb.edu.

Foundations of Dental Assisting DLAS-8000
This comprehensive introduction to the role of the dental assistant prepares you as a member of the Dental Healthcare Team. Topics include the history of dental assisting and education, dental specialties, dental instruments, chairside skills, dental office emergencies, nutrition, oral pathology, and employment skills. The lecture portion of this course is presented in Modules using Canvas. The laboratory portion is face-to-face instruction in the dental clinic on campus. Students will roleplay being the operator, assistant, and patient. Textbook Required.

Infection Control & Safety in the Dental Workplace DLAS-8002
Understand the prevention of disease transmission, cross-contamination and safety in the dental environment. Learn the chain of infection, instrument processing, cleaning and disinfecting, occupational safety and administrative protocols. Textbook required.

Dental & Oral Anatomy DLAS-8001
Explore human anatomy, the extra-orofacial area, and the oral cavity. Students will examine tooth morphology, terminology, function, and identification systems commonly used in the dental community. Content includes eruption and alignment of teeth in various dentitions. The laboratory sessions are dedicated to looking at types of teeth, their identification and arrangement, and their functions. Textbook required.

Dental Materials DLAS-8003
An introduction to materials commonly used in the dental setting. Various aspects of the study include the manipulation of materials, procedures, and the role of the dental assistant as an integral member of the dental healthcare team. The laboratory sessions focus on techniques of impression fabrication, pouring dental models and manipulation of dental cements and armamentarium used in the dental in-office lab. Students who choose to take this without also taking the Infection Control & Safety in the Dental Workplace will perform lab impressions on a human patient simulator instead of a live patient. Textbook required.

FITNESS
Turn your passion for fitness into a career such as a Certified Personal Fitness Trainer. For more program information, register for the free virtual workshop, WKSP-8000.

Certified Personal Fitness Trainer FTNS-9000
The gold standard of personal fitness training will walk many graduates right into a job! Key topics include biomechanics, exercise physiology, fitness testing, equipment usage, and health assessment. This is an online, mentored course with interactive video lectures, practical video labs, discussion boards, and quizzes. The national exams for the certification credential are included with this fee. Textbook required and students are encouraged to read the first three chapters prior to the start of class.

Senior Fitness Specialist FTNS-9020
For trainers or those interested in the growing senior population. Gain the knowledge and competency to assess fitness levels, design fitness programs, and provide motivating exercise instruction for older adults. Learn the proper exercise techniques, stretching, programming and safety needed for yourself or older adult clients, including specialized knowledge of chronic medical conditions that will alter adults' need for and response to exercise. This is an online, self-paced mentored class. Textbook suggested.

Group Fitness Instructor FTNS-9021
Develop skills for leading any group in an exciting safe routine. Lectures cover the essentials of group exercise history, music, choreography, safety techniques, as well as basic applied science specifically relating to group strength, cardiovascular, muscular, and flexibility. Practical labs expand into skill development for functional training, sports conditioning, circuit, boot camp, dance, step, kickboxing and equipment-based classes. A mind-body overview in Yoga & Pilates will cap it off so you can incorporate this knowledge into sections of your own classes. This is an online, self-paced mentored certification course. The national exams for the certification credential are included with this fee. Textbook required: https://www.witseducation.com/fit/store-group-exercise-2-book-combo/

HEALTH & WELLNESS CEUs
Start here if you want to explore: Short-term health career such as our information workshops or Healthy Macomb certificates and health-related professional development classes such as CPR, or topics for approved continuing education. Check out more Healthy Macomb courses featuring: online, self-paced or expert-instructor-led certificate courses, 6 or 12 weeks to complete. Courses approved toward health professional licenses CEUs are noted with an asterisk (*) and awarded by Allegra Learning Solutions, LLC. Register and pay at Ed2Go, www.ed2go.com/healthymacomb.

Career Workshop: Health WKSP-8000
This virtual workshop will allow you to explore various short-term health careers. Students who register will be able to access the course in the Canvas learning management system as early as one week prior to the start date. Students who wish to go on to register for Nursing Assistant, Certified Professional Coder, Certified Medical Reimbursement Specialist, and Pharmacy Technician must complete the welcome and program of interest assessments in the virtual workshop.

VIRTUAL 1/11/22 – 4/26/22 VIRTUAL $425 VIRTUAL Molloy

VIRTUAL 1/13/22 – 3/31/22 VIRTUAL $199 VIRTUAL Molloy

VIRTUAL 1/18/22 – 3/29/22 VIRTUAL $295 VIRTUAL Howard

VIRTUAL 2/8/22 – 4/19/22 VIRTUAL $295 VIRTUAL Jury

VIRTUAL 1/11/22 – 3/22/22 VIRTUAL $25 VIRTUAL Wiedema

VIRTUAL 1/11/22 – 3/22/22 VIRTUAL $25 VIRTUAL Wiedema

VIRTUAL 1/13/22 – 4/22/22 VIRTUAL $25 VIRTUAL Hicks

VIRTUAL 1/13/22 – 4/22/22 VIRTUAL $55 VIRTUAL Dew

VIRTUAL 4/27/22 – 5/1/22 VIRTUAL $99 VIRTUAL Hicks

VIRTUAL 2/5/22 – 4/9/22 VIRTUAL $799 VIRTUAL Staff

VIRTUAL 2/9/22 – 3/23/22 VIRTUAL $595 VIRTUAL Staff

VIRTUAL 2/5/22 – 4/9/22 VIRTUAL $799 VIRTUAL Staff

VIRTUAL 1/29/22 – 4/2/22 VIRTUAL $799 VIRTUAL Staff

VIRTUAL 2/14/22 – 3/19/22 VIRTUAL $265 VIRTUAL Canfield

VIRTUAL 2/18/22 – 4/2/22 VIRTUAL $265 VIRTUAL Canfield

VIRTUAL 3/21/22 – 4/23/22 VIRTUAL $265 VIRTUAL Canfield

VIRTUAL 1/13/22 – 3/31/22 VIRTUAL $850 VIRTUAL Staff

VIRTUAL 1/13/22 – 3/31/22 VIRTUAL $850 VIRTUAL Staff

VIRTUAL 1/18/22 – 2/19/22 VIRTUAL $265 SOU-C 238 Burton

VIRTUAL 1/10/22 – 2/9/22 6:00 PM – 8:55 PM $265 SOU-C 238 Burton

VIRTUAL 1/10/22 – 2/12/22 VIRTUAL $265 VIRTUAL Canfield

M 1/24/22 – 3/28/22 9:00 AM – 11:55 AM $265 CTR-A 232 Romanczyk

VIRTUAL 2/14/22 – 3/19/22 VIRTUAL $265 VIRTUAL Canfield

VIRTUAL 1/10/22 – 2/22/22 VIRTUAL $265 VIRTUAL Canfield

VIRTUAL 1/13/22 – 3/15/22 2:00 PM – 4:00 PM OFFSITE VIRTUAL Staff

VIRTUAL 4/12/22 – 5/1/22 VIRTUAL $99 VIRTUAL Hicks

VIRTUAL 1/11/22 – 3/15/22 5:30 PM – 8:25 PM $850 SOU-N 115 Nieves

VIRTUAL 1/11/22 – 3/15/22 5:30 PM – 8:25 PM $850 SOU-N 115 Nieves

VIRTUAL 1/11/22 – 3/15/22 5:30 PM – 8:25 PM $850 SOU-N 115 Nieves
HOSPITALITY MANAGEMENT

Nurse Assistant HLTH-8038A
Gain the knowledge and skills necessary to assist patients who need help with daily living. Prepare to work in health care facilities or private homes under the direction of a registered nurse. Students can access Canvas at My Macomb. Text required.

MTWTh 1/10/22 – 1/27/22 9:00 AM – 12:55 PM $850 REMOTE Brown
AND 1/14/22 – 1/14/22 9:00 AM – 12:55 PM $121 $127
AND MTWTh 1/31/22 – 2/17/22 9:00 AM – 12:55 PM $850 REMOTE Brown
MTWTh 3/7/22 – 3/24/22 5:00 PM – 8:55 PM $850 REMOTE Brown
AND MTWTh 3/28/22 – 4/14/22 5:00 PM – 8:55 PM SOU-C 121 & 127

Home Care Assistant HLTH-8110
Home care is the fastest growing job opportunity in health care. Learn home care safety, companionship activities, plan and prepare meals, observation and documentation, transportation, assisting clients with activities of daily living and housekeeping chores. Prior to admittance into this class, students are required to successfully complete the Nurse Assistant HLTH-8038A portion of the Nursing Assistant Program.

TH 1/19/22 – 1/20/22 9:00 AM – 11:55 AM $75 SOU-C 121 & 127 Sajana

LABORATORY ASSISTANT CERTIFICATE

Do you love science? Laboratory Assistants combine the art of phlebotomy with the beginning knowledge and skills used to assist medical laboratory professionals in clinical laboratories found in hospitals, outpatient clinics and processing centers. Internship includes performing phlebotomy and specimen processing in the lab. Upon successful completion of HLTH-8104A and HLTH-8106A, students will be awarded a Workforce and Continuing Education certificate and will be prepared to take the nationally recognized Medical Laboratory Assistant (CLMA) exam through the American Medical Technologists (AMT). More information about the exam can be found at www.americanmedicaltechnologist.org. Prior to internship placement, students must pass a criminal background check, drug screen, TB test and immunization titers, provide Basic Life Support Certification documentation, and purchase a uniform at their own expense. For more program information, register for the free virtual workshop, WKSP-8000. For information, contact 866-226-4807 or healthcareers@macomb.edu.

Medical Terminology HLTH-8010A
Develop a medical vocabulary through a word building system of prefixes, suffixes, root words, and combining forms. Build, identify, and understand appropriate medical terms. Text Required.

VIRTUAL 1/18/22 – 3/29/22 VIRTUAL $295 VIRTUAL Howard
VIRTUAL 2/8/22 – 4/19/22 VIRTUAL $295 VIRTUAL Jury

PTCB Certification Exam Preparation (PTCB) Preparation HLTH-8104A
Designed to provide pharmacy technicians with the required knowledge and skills needed to prepare them for successful completion of the PTCB pharmacy technician certification exam. Test preparation, study skills, and test taking strategies discussed. Students will complete several practice certification exams during the course to better prepare themselves for the actual exam. This course is designed for pharmacy technicians who are completing the Macomb Community College Pharmacy Technician program or are currently working in the profession and are seeking to become a certified pharmacy technician.


PTAS National Exam Prep HLTH-8065
Prepare to ace the National Physical Therapy Assistant licensing exam with this two-day interactive course. Gain motivation and confidence to pass the examinations on the first attempt. You will design and implement a comprehensive study plan based on the latest information available from the Federation of State Boards of Physical Therapy; identify your current strengths and weaknesses by answering challenging multiple-choice questions; use quantitative and qualitative measures to determine your readiness to take the exams; examine the intricacies of computer-based testing; use innovative individual and group study tools to enhance the efficiency and effectiveness of study sessions; and maximize applied learning opportunities that will translate into higher examination scores. Detailed course manual included. Other optional review textbooks available at www.scorebuilders.com.

SaSun 1/22/22 – 1/23/22 8:00 AM – 5:35 PM $250 CTR-E 114 Valin

Heart Saver First Aid & CPR/AED HLTH-8095
This course meets the American Heart Association requirements for adult & child Heart Saver first aid, CPR and AED certification. A practical-based course aimed at developing skills in basic first aid, CPR for children and adults, the use of an automatic external defibrillator. Text included.

T 2/1/22 – 2/1/22 9:00 AM – 2:55 PM $95 SOU-C 123 Howard
T 3/15/22 – 3/15/22 9:00 AM – 2:55 PM $95 SOU-C 123 Howard
T 4/5/22 – 4/5/22 9:00 AM – 2:55 PM $95 SOU-C 123 Howard

Basic Life Support For Health Care Providers HLTH-8096
Designed to provide a wide variety of health care professionals the ability to recognize several life-threatening emergencies, provide CPR, use an AED, and relieve choking in a safe, timely, and effective manner. American Heart Association BLS for Healthcare Providers Course completion card is valid for two years. Textbook required.

Basic Life Support: 1/11/22 – 1/11/22 8:00 AM – 11:55 AM $75 SOU-C 123 Howard
Basic Life Support: 1/11/22 – 1/11/22 12:30 PM – 4:25 PM $75 SOU-C 123 Howard
Basic Life Support: 2/8/22 – 2/8/22 8:00 AM – 11:55 AM $75 SOU-C 123 Howard
Basic Life Support: 4/26/22 – 4/26/22 8:00 AM – 11:55 AM $75 SOU-C 123 Howard

Clinical Laboratory Internship HLTH-8107
Participate in an 80-hour unpaid internship in a clinical laboratory. This course meets the American Association for Laboratory Automation (AALAB) requirements for a laboratory assistant certification. It will provide hands-on laboratory experience in a clinical laboratory setting. Students will work under the supervision of a licensed laboratory technologist or medical technologist. Text required.

MTWTh 2/25/22 – 5/6/22 8:00 AM – 3:35 PM $199 OFFSITE Sauslo

Online Internship For Medical Coding HLTH-8105
Gain experience you need to be a successful medical coder! This virtual internship simulates the work experience of a realistic, multi-specialty medical clinic. It offers real-world experience coding more than 500 cases in 18 medical specialties. The internship complements and provides application for concepts learned in Step-by-Step Medical Coding by Carol J. Buck. Students will spend 20 hours per week coding at home and will be supervised online via Canvas by faculty. Current year coding manuals and an access code (available at the bookstore) required.

VIRTUAL 2/22/22 – 4/13/22 VIRTUAL $395 VIRTUAL Hicks

HOME CARE ASSISTANT CERTIFICATE

Upon successful completion of this program, HLTH-8038A and HLTH-8110, you will receive a Workforce & Continuing Education Home Care Assistant certificate and gain the knowledge and skills necessary to assist clients living at home or in an Assisted Living Facility. The emphasis of this certificate is based on: homecare safety, companionship activities, planning and preparing meals, observation and documentation, transportation, assisting clients with the activities of daily living, and housekeeping chores. Prior to registration, students must attend a mandatory workshop, WKSP-8000. Prior to the first day of class, students must complete a criminal background check. Details of the requirements will be reviewed at the mandatory workshop. For information, contact 866-226-4807 or healthcareers@macomb.edu.

Nurse Assistant HLTH-8038A
Gain the knowledge and skills necessary to assist patients who need help with activities of daily living. Prepare to work in health care facilities or private homes under the direction of a registered nurse. Students can access Canvas at My Macomb. Text required.

MTWTh 1/10/22 – 1/27/22 9:00 AM – 12:55 PM $850 REMOTE Brown
AND 1/14/22 – 1/14/22 9:00 AM – 12:55 PM $121 $127
AND MTWTh 1/31/22 – 2/17/22 9:00 AM – 12:55 PM $850 REMOTE Brown
MTWTh 3/7/22 – 3/24/22 5:00 PM – 8:55 PM $850 REMOTE Brown
AND MTWTh 3/28/22 – 4/14/22 5:00 PM – 8:55 PM SOU-C 121 & 127

Nurse Assistant Clinical HLTH-8108
Participate in a 32-hour unpaid clinical experience.

MTWTh 4/18/22 – 4/28/22 5:00 PM – 8:55 PM $425 OFFSITE Brown
**BEEKEEPING**

- **Learn to do a perfect venipuncture and your skills will be in demand!** This course can lead to full-time work as a phlebotomist or enhance your resume as a multi-skilled health care worker. Upon successful completion of courses HLTH-8001C and HLTH-8021B, students will receive a Workforce and Continuing Education certificate and be prepared to take the nationally recognized American Medical Technologist (AMT) exam immediately or the American Society for Clinical Pathology (ASCP) exam for Phlebotomy after one year’s experience. More information about the exams can be found at www.americanmedtech.org and www.ascp.org. Prior to internship placement, students must pass a criminal background check, drug screen, TB test, and immunization titers, provide Basic Life Support Certification documentation, and purchase a uniform at their own expense. For more program information, register for the free virtual workshop, WSOP-8000. For information, contact 586-226-4807 or healthcareers@macomb.edu

<table>
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<tr>
<th>Course</th>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>Bee-ginner Beekeeping</td>
<td>FOOD-8018A</td>
<td>Offered in three segments to coincide with the beekeeping year.</td>
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<td>In this first segment, students will learn about general beekeeping principles, beekeeping equipment, and the honeybees themselves.</td>
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<th>Day</th>
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**LANDSCAPING**

- **Learn about composition and design characteristics of plant materials. Review the criteria for successful landscape design, including selection, climate, cultural suitability, availability, costs, and maintenance.**

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<tr>
<td>Residential Landscape Planting Design</td>
<td>LAND-8006B</td>
<td>Learn about composition and design characteristics of plant materials. Review the criteria for successful landscape design, including selection, climate, cultural suitability, availability, costs, and maintenance.</td>
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PHOTOGRAPHY

Digital Fundamentals  PHOTO-8003B
Discover the joy of digital photography. Improve your knowledge of digital cameras, menus, and controls. Learn the different file formats and image resolution choices for printing, email, or posting to a website. Develop a working knowledge of how to download and edit your photographs.

M 1/24/22 – 2/21/22  6:00 PM – 9:55 PM  $225  REMOTE  Melby

Travel Photography  PHOTO-8011C
It is strongly recommended that students register for Digital Fundamentals before taking the other photography courses in this program. Complete the necessary equipment at your own expense. This course provides the opportunity to capture the beauty of the world on picture-perfect film. Students will learn proper exposure and composition in the field and in the darkroom. From beginners to seasoned shooters, this workshop teaches the techniques to get the most out of your camera.

T 2/1/22 – 3/1/22  6:00 PM – 9:55 PM  $225  MTCB 123  Melby

Principles of Photography  PHOTO-8006C
It is strongly recommended that students register for Digital Fundamentals before taking the other photography courses in this program. Improve your understanding of digital cameras, menus, and controls. Develop your own style and discover how to take better photographs.

M 2/28/22 – 3/28/22  6:00 PM – 9:55 PM  $225  REMOTE  Melby

Digital Black & White  PHOTO-8030
It is strongly recommended that students register for Digital Fundamentals before taking the other photography courses in this program. Discover the magic of black and white photography. Create stunning black and white images with your camera or photo editing programs. Transform color photos into classic black-and-white or create hand-colored retro looks. Silhouettes and sepia toning will be discussed.

T 3/8/22 – 4/5/22  6:00 PM – 9:55 PM  $225  MTCB 123  Melby

Travel Photography Workshop  PHOTO-8033
So you’ve completed the Photographic Arts certificate but want to learn more on this subject? Troubleshoot and refresh your skills in Travel Photography as you bring your experience and current skill level to this 5 week class. This is a great opportunity to build up and enhance your portfolio.

T 2/1/22 – 3/1/22  6:00 PM – 9:55 PM  $75  MTCB 123  Melby

Digital Black & White Workshop PHOTO-8034
So you’ve completed the Photographic Arts certificate but want to learn more on this subject? Troubleshoot and refresh your skills in Digital Black & White photography as you bring your experience and current skill level to this 5 week class. This is a great opportunity to build up and enhance your portfolio.

T 3/8/22 – 4/5/22  6:00 PM – 9:55 PM  $75  MTCB 123  Melby

WRITING

Memoir: A Novice Approach to Writing About Your Life  WRIT-8048
This class is a novice approach to tell your story. Techniques and methods are emphasized during the writing process to enhance the craft of memoir. Students will learn true-life experiences and current skill level to this 5 week class. This is a great opportunity to build up and enhance your portfolio.

T 1/18/22 – 1/18/22  6:00 PM – 8:55 PM  $55  SUO-C 241  Burke

A Novice Approach to Short Story Writing  WRIT-8049
This class is an overview of the basic stages for creating a short story. The instructional strategy includes brainstorming, creating characters, developing conflict and setting the scene.

T 1/25/22 – 2/1/22  6:00 PM – 8:55 PM  $55  SUO-C 241  Burke

Manuscript Development  WRIT-8022
This class will provide guidance on manuscript construction—beginning, middle and end. Title creation, outline format, character development, and plot construction will be discussed. In-class writing assignments will focus on objectives to complete the manuscript.

T 2/1/22 – 2/1/22  6:00 PM – 8:55 PM  $55  SUO-C 241  Burke

Complete Novel: Beginning, Middle, & End  WRIT-8054
Create a fictional story by learning the critical elements of story telling. Acquire techniques to write plot, build characters, and conduct research. Develop the skills that allow connections to be made between characters and plot to complete a novel.

T 2/8/22 – 2/22/22  6:00 PM – 8:55 PM  $149  SUO-C 241  Burke

Write, Publish, Market Books for Beginners  WRIT-8047
This class is a basic overview for the novice writer to discover and explore the process of completing a manuscript, editing, and publishing the work. It also covers the professional connections to be made between characters and plot to complete a novel.

T 3/1/22 – 3/1/22  6:00 PM – 8:55 PM  $55  SUO-C 241  Burke

Creative Thinking for Writers  WRIT-8039
Learn strategies to eliminate mental blocks for writers. Discover improved brainstorming abilities and thought expansion techniques to develop organized thinking and improved creative writing for fiction, non-fiction, poetry, business and personal composition.

T 3/8/22 – 3/15/22  6:00 PM – 8:55 PM  $55  SUO-C 241  Burke

OCCUPATIONAL SAFETY

OSHA
OSHA 10-hour Training  OSHA-8001
This course will provide trainees with an understanding of OSHA, from its history to how to find and read OSHA standards. 16 contact hours. Tuition does not include materials fee.

MT 1/31/22 – 2/22/22  8:00 AM – 4:55 PM  $590  MTCB 124  Harrison

Advanced PLC Maintenance and Troubleshooting  CMNF-8279
This sixteen (16) hour course in Variable Frequency Drives programming and troubleshooting covers the basics of control loops. Students learn the critical functionality of various systems and their practical applications and programming of the Allen Bradley PowerFlex VFD. Tuition does not include materials fee.

MT 3/28/22 – 4/30/22  8:00 AM – 4:55 PM  $585  MTCB 123  Dickenson

VF Programming and Troubleshooting  CMNF-8282
This sixteen (16) hours course in Variable Frequency Drives programming and troubleshooting covers the basics of control loops. Students learn the basic functionality of various systems and their practical applications and programming of the Allen Bradley PowerFlex VFD. Tuition does not include materials fee.

MTWTh 8:00 AM – 4:55 PM  $590  MTCB 123  Dickenson

RFID - Radio Frequency Identification  CMNF-8281
This twenty-four (24) hour class covers the use of Radio Frequency Identification tags (RFID) common in major corporations throughout the world. The major reasons for adopting this technology will be covered by looking at use cases in the pharmaceutical, retail, manufacturing, supply chain, and security industries. This training will look at how RFIDs work technically and how a company can find sound business reasons to adopt this technology. Participants will develop an understanding of the advantages and disadvantages of each using the latest technology. Tuition does not include materials fee.

MTWTh 4/4/22 – 4/8/22  8:00 AM – 4:55 PM  $1,475  MTCB 123  Wieczerza

VFD Programming and Troubleshooting  CMNF-8282
This sixteen (16) hours course in Variable Frequency Drives programming and troubleshooting covers the basics of control loops. Students learn the basic functionality of various systems and their practical applications and programming of the Allen Bradley PowerFlex VFD. Tuition does not include materials fee.

MTWTh 8:00 AM – 4:55 PM  $1,475  MTCB 124  Dickenson

INTERMEDIATE PLC - 1 CMNF-8285
This class builds on the foundations of the PLC Basics course to include importing and exporting files, introduction to Ethernet and DeviceNet communication protocols. Students will also configure RSLogix serial drivers and work with the BootP server. Ladder logic components and tag assignment programming elements are also introduced along with online editing capabilities. Tuition does not include materials fee.

MTWTh 8:00 AM – 4:55 PM  $1,475  MTCB 123  Dickenson

Advanced PLC Maintenance and Troubleshooting  CMNF-8280
This forty (40) hour course is designed to provide advanced skills in programmable logic controllers (PLC). The course provides an understanding of PLC hardware, system architecture, and programming software. Course topics include setup, instruction sets, hardware, advanced software programming, and troubleshooting. Tuition does not include materials fee.

MTWTh 8:00 AM – 4:55 PM  $1,475  MTCB 123  Staff

Allen Bradley HMI Programming  CMNF-8287
This forty (40) hour course is designed to provide skills in Human Machine Interface (HMI) fundamentals. This course provides an understanding of HMI functions hardware and applications. Course topics include Programmable Logic Controllers (PLC) to HMI instructions, hardware, HMI graphics, and creating troubleshooting messages displayed on HMI. This course is specific to Allen Bradley HMIs. Tuition does not include materials fee.

MTWTh 8:00 AM – 4:55 PM  $1,475  MTCB 123  Staff

CNC/MACHINING

Machining Essentials  CMNF-8293
This 24-hour (twenty-four) hour course is designed to provide basic knowledge of manual machining equipment including grinders andSanders, drill press, lathes, and mills. Course topics include safety, speeds and feeds, drill press operation, grinder operation, and saw operation. Tuition does not include materials fee.

MTWTh 8:00 AM – 4:55 PM  $1,475  MTCB 123  Gibson

MACHINING Essentials  CMNF-8293
This 24-hour (twenty-four) hour course is designed to provide basic knowledge of manual machining equipment including grinders and Sanders, drill press, lathes, and mills. Course topics include safety, speeds and feeds, drill press operation, grinder operation, and saw operation. Tuition does not include materials fee.

MTWTh 8:00 AM – 4:55 PM  $1,475  MTCB 123  Gibson
CONSTRUCTION

The Builder's Pre-License program at Macomb Community College is a job skill training program. After successful completion of both Builder's Pre-License Segment I INDT-8022 and Builder's Pre-License Segment II INDT-8023 courses, students will be prepared to sit for the Michigan State Builders License exam (additional fee through the State of Michigan at time of exam). The Segment I course training will present business management, estimating, design and building science, contracts, risk management, marketing, and sales. The Segment II course training will present project management, scheduling, and current Michigan Residential and Construction Safety Standards, along with management, marketing, and sales. For information, contact 586-498-4100 or workforcedev@macomb.edu.

Builder's Pre-License Training Segment 1 INDT-8022
Segment 1 of the state-mandated Builder's Pre-License training will present business management, estimating, design and building science, contracts, risk management, and sales.

MW 1/10/22 – 2/2/22 6:00 PM – 9:55 PM $425 REMOTE NCI Associates

Builder's Pre-License Training Segment 2 INDT-8023
Segment 2 of the state-mandated Builder's Pre-License training will present project management, scheduling, and current Michigan Residential and Construction Safety Standards along with management, marketing, and sales.

MW 2/14/22 – 3/9/22 6:00 PM – 9:55 PM $425 REMOTE NCI Associates

ELECTRICAL

Motor Controls & Drives CELC-8012
This forty (40) hour course is designed to provide the basics in AC / DC motors and motor control systems, the operation of AC and DC motors and motor control circuits. Course topics include AC / DC motor operation, control circuit components, motor control wiring, connections, ladder diagrams, and interpretation of electronic motor control schematics. Tuition does not include materials fee.

MTWThF 3/14/22 – 3/18/22 8:00 AM – 4:55 PM $1,475 MTCB 124 & 116-D1 Dickerson

MTWThF 3/21/22 – 3/25/22 8:00 AM – 4:55 PM $1,475 MTCB 124 & 116-D1 Dickerson

MTWThF 4/4/22 – 4/8/22 8:00 AM – 4:55 PM $1,475 MTCB 125 & 116-D1 Crew

Electrical Fundamentals CELC‑8013
This forty (40) hour training course covers the basics of AC (Alternating Current) and DC (Direct Current) theory and fundamentals. The student will first gain an understanding of the concepts of electrical schematics, components, voltage, current and resistance. These fundamentals will then be applied through Ohm’s Law to basic circuit design and analysis. Power, magnetism and DC generation will also be introduced to complete the theories of DC applications. Tuition does not include materials fee.

MTWThF 2/28/22 – 3/4/22 8:00 AM – 4:55 PM $1,475 TBD TBD Wieczerza

MTWThF 3/14/22 – 3/18/22 8:00 AM – 4:55 PM $1,475 MTCB 125 Harrison

Digital Electronics CELC-8016
This 40-hour training course covers the basics of digital electronics fundamentals and troubleshooting digital circuits. Course topics include concepts of logic gates, Boolean expressions, schematics for logic gates, inverters, amplifiers, digital electronic circuits, and troubleshooting analysis. Tuition does not include materials fee.

MTWThF 3/14/22 – 3/18/22 8:00 AM – 4:55 PM $1,475 ATC TBD Wieczerza

Electronic Sensors CELC-8022
This 24-hour (twenty-four) course introduces the student to the newest and the most important electronic automation (Must Know Technology) of today and the future. The student will be instructed to the many types and boundary ranges of sensors, adjusting and alignment of sensorswhere needed will be included in the coursework. Sinking and sourcing explanations along with NPN and PNP types of sensors are included in the class. Interfacing sensors with PLC inputs and troubleshooting field wiring will also be covered. Tuition does not include materials fee.

MTW 3/7/22 – 3/9/22 8:00 AM – 4:55 PM $885 TBD TBD Wieczerza

MAINTENANCE

Systems Level Capstone CMNF-8239
This forty (40) hour training course covers system level training and system integration fundamentals. Course topics include trouble-shooting programmable logic controllers (PLCs) integrated with electro-mechanical systems; Trouble-shooting integrated fluid power systems; Trouble-shooting integrated welding systems; Using electrical and fluid/pneumatic power schematics in trouble-shooting. Tuition does not include materials fee.

MTWThF 6/6/22 – 6/10/22 8:00 AM – 4:55 PM $1,475 MTCB 124 Wieczerza

Fluid Power Fundamentals CMNF-8269
This fourty-hour course is designed to provide the basic skills in fluid power. This course provides an understanding of fluid power symbols, basic components of fluid power systems including basic laws and formulas for fluid power calculations. Course topics include pumps, control valves, actuators, and maintenance procedures of fluid power systems. Tuition does not include materials fee.

MTWThF 2/7/22 – 2/11/22 8:00 AM – 4:55 PM $1,475 MTCB 124 & 116-H Staff

MTWThF 3/28/22 – 4/1/22 8:00 AM – 4:55 PM $1,475 MTCB 124 & 116-H Staff

MTWThF 4/18/22 – 4/22/22 8:00 AM – 4:55 PM $1,475 MTCB 125 & 116-H Staff

Mechanical Teardown & Rigging CMNF-8296
This forty (40) hour course is designed to provide the detailed instructions and procedures necessary for complete disassembly, inspection, and reassembly of a FANUC robot mechanical unit. Also includes rigging to provide an understanding of rigging safety and equipment used in rigging applications. Tuition does not include materials fee.

MTWThF 5/16/22 – 5/20/22 8:00 AM – 4:55 PM $1,475 MTCB 124 & 116-L Crew

Mechanical Systems & Lubrication CMNF-8295
This forty (40) hour course is designed to provide skills in mechanical power transmission systems. This course provides an understanding of mechanical systems and drives of power transmission mechanical equipment. Course topics include safety, chain drives, sprockets, belt drives, gears, motors, clutches, and couplings. This course will also cover lubrication. Participants will learn the importance of following lubrication schedules and how to handle and store lubricants to prevent contamination.

MTWThF 5/23/22 – 5/27/22 8:00 AM – 4:55 PM $1,475 MTCB 124 & 116-D1 Crew

Hydraulics CMNF-8205
The participant will gain an understanding of hydraulics technology, componentry, component variables, symbology, fundamental print reading, simple and moderate circuit dynamics and fluids/filtration fundamentals.

Sa 2/19/22 – 2/19/22 8:00 AM – 4:55 PM $590 SOU-M 125 West AND M, T 2/21/22 – 2/22/22 6:00 AM – 9:55 AM SOU-M 125

MECHANICAL

Pipefitting & Tube Bending CMNF-8240
This forty (40) hour course is designed to provide skills in pipefitting and tube bending. The course provides an understanding of piping drawings, component identification, and equipment used in pipefitting and tube bending applications. Course topics include pipefitting, methods of tube bending, pipe materials, joints, fittings, and pipe hangers and support applications. Tuition does not include materials fee.

MTWThF 3/21/22 – 3/25/22 8:00 AM – 4:55 PM $1,475 MTCB 125 & 116-D2 Staff

Rigging CMNF-8306
Proper hoisting techniques will be taught as well as how to properly lower equipment into boats.

MTW 2/22/22 – 2/24/22 6:00 PM – 9:55 PM $295 SOU-M 125 West

OPERATIONS

Blueprint Reading - Basic CBPR-8000
An introduction to blueprint reading; interpretation of various kinds of lines, position of views, symbols, conversions, dimensioning practices, sectioning, auxiliary views and symmetry with emphasis on techniques employed to show details in relation to assembly drawings.

MTWThF 2/27/22 – 2/10/22 6:00 PM – 9:55 PM $590 SOU-M 125 Staff

Blueprint Reading/GD&T/Metrology CBPR-8013
This 40-hour course is designed to provide the skills required for blueprint reading, geometric dimensioning and tolerancing, and metrology. The course provides an understanding of blueprints, geometric dimensioning controls used on mechanical engineering drawings, and precision measurement tools. Tuition does not include materials fee.

MTWThF 1/31/22 – 2/4/22 8:00 AM – 4:55 PM $1,475 MTCB 124 Crew

MTWThF 3/7/22 – 3/11/22 8:00 AM – 4:55 PM $1,475 MTCB 124 Crew

Shop Math CMTH-8008
This twenty-four (24) hour course teaches students the fundamental math functions used in machining. The course will cover basic fractions and decimals as well as basic triangle and circle geometry relevant to the shop.

MTWThF 1/26/22 – 1/28/22 8:00 AM – 4:55 PM $885 MTCB 124 Crew

MTWThF 3/2/22 – 3/4/22 8:00 AM – 4:55 PM $885 MTCB 124 Crew

Shop Math CMTH-8004
Students will learn the fundamentals of math needed in the marine industry. Topics will include basic fractions and decimals and relevant geometry.

FSa 2/4/22 – 2/5/22 8:00 AM – 4:55 PM $590 SOU-M 125 Staff
ROBOTICS
With new technologies being discovered every day in advanced manufacturing, it’s a challenge staying current while moving ahead. Macomb Community College has educational programs to train individuals for required skills in PLCs, robotics, fluid power, VFD drives and more. We train on the latest technology from FANUC, Siemens and Allen Bradley. Robot Programmer-120 hours Robot Technician-408 hours Controls Technician-464 hours Industrial Maintenance Technician-400 Electrical Fundamentals, Motor Controls & Drives, FANUC Robotics Operations, FANUC IR Vision 2D, Basic PLC Programming, Electro-Hydraulics & Pneumatics, Courses specific to FANUC and ABB to include Operations, Programming, Electrical Maintenance and Troubleshooting, Mechanical Teardown and Preventative Maintenance.

FANUC Operations CMNF-8241
This forty (40) hour course is designed to provide the basic skills needed to operate and program FANUC robots. Course topics include robotic safety, controls, operations, and handling tool programming.

MTWThf 2/27/22 – 2/11/22 8:00 AM – 4:55 PM $1,475 MTCB 123 & 116-J Dickenson

Handling PRO (ROBOGUIDE) Workcell Simulator CMNF-8283
This sixteen (16) hour course is designed to provide the skills needed for creating a computer 3D simulated robotic workcell using FANUC ROBOGUIDE. Course topics include: creating a workcell; add parts to the workcell; edit robot properties; add end-of-arm tooling to the robot; add a pick and place fixture to the workcell; create/run a robot program; create an AVI of the workcell.

MT 2/14/22 – 2/15/22 8:00 AM – 4:55 PM $590 MTCB 125 Dickenson

Vision Systems – FANUC IRVision 2D CMNF-8273
This custom 24-hour course provides an understanding of how to program a vision system as a stand-alone solution and as integrated into robotic systems. The student will understand general vision concepts including camera setup, lighting, lensing, 2D single & 2D multiple view process, and perform hands-on programming with industrial vision systems.

WThf 2/16/22 – 2/18/22 8:00 AM – 4:55 PM $885 MTCB 124 & 116-K Dickenson

Advanced Robotic Operations CMNF-8270
This forty-hour course is designed to provide the basic skills needed to operate and program FANUC robotics. Course topics include Collision Guard, condition monitor function, executing multiple program (multi-tasking), Program Shift Utility, and systems operations. Tuition does not include materials fee.

MTWThf 2/21/22 – 2/25/22 8:00 AM – 4:55 PM $1,475 MTCB 124 & 116-J Dickenson

FANUC Electrical Troubleshooting and Maintenance CMNF-8090
This forty (40) hour course is designed to provide the basic skills needed to troubleshoot electrical repair and maintenance procedures of robotic electrical systems. Course topics include robot electrical component identification and function of robot electrical controller. Tuition does not include materials fee.

MTWThf 4/4/22 – 4/8/22 8:00 AM – 4:55 PM $1,475 MTCB 124 & 116-L Dickenson

FANUC Mechanical CMNF-8242
This forty (40) hour course is designed to provide the detailed instructions and procedures necessary for complete disassembly, inspection, and reassembly of a FANUC robot mechanical unit. Tuition does not include materials fee.

MTWThf 4/18/22 – 4/22/22 8:00 AM – 4:55 PM $1,475 MTCB 124 & 116-L Dickenson

FANUC Operations CMNF-8241
This forty (40) hour course is designed to provide the basic skills needed to operate and program FANUC robots. Course topics include robotic safety, controls, operations, and handling tool programming.

MTWThf 4/25/22 – 4/29/22 8:00 AM – 4:55 PM $1,475 MTCB 125 & 116-J Dickenson

WELDING
Remote laser welding is a contact-free process which utilizes automation to produce high-speed and contact-free processes. Unlike traditional welding methods, remote laser welding uses a focused beam of laser light to process welds at a distance. Students will learn how to execute remote laser welds with plenty of hands-on practice. We will cover welding theory and operations, quality inspection and adjusting to produce quality welds. 40-hour class.

Remote Laser Welding CWET-8064A
Remote Laser welding is a contact-free process which utilizes automation to produce high speed and contact free processes. Unlike traditional welding methods, Remote Laser Welding uses a focused beam of Laser Light to process welds at a distance. Students will learn how to execute Remote Laser Welds with plenty of hands-on practice. Welding Theory and Operations, Quality Inspection and adjusting to produce quality welds is included.

MTWThf 1/3/22 – 1/7/22 8:00 AM – 4:25 PM $2,800 OFFSITE Staff

MTWThf 2/27/22 – 2/11/22 8:00 AM – 4:25 PM $2,800 OFFSITE Staff

MTWThf 2/21/22 – 2/25/22 8:00 AM – 4:25 PM $2,800 OFFSITE Staff

MTWThf 3/7/22 – 3/11/22 8:00 AM – 4:25 PM $2,800 OFFSITE Staff

MTWThf 3/14/22 – 3/18/22 8:00 AM – 4:25 PM $2,800 OFFSITE Staff

MTWThf 4/4/22 – 4/8/22 8:00 AM – 4:25 PM $2,800 OFFSITE Staff

MTWThf 4/18/22 – 4/22/22 8:00 AM – 4:25 PM $2,800 OFFSITE Staff

TEXT FOR TRANSPORT & LOGISTICS
MARINE MAINTENANCE TECHNICIAN
With 3,822 miles of coastline, Michigan has the longest freshwater coastline in the country and the second largest number of registered boats. The Marine Technician pathway teaches students essential skills needed to maintain the boats in Michigan’s waterways. Students will learn how to diagnose and maintain inboard and outboard engines and propulsion systems. Electrical wiring and plumbing systems are included. Safety, terminology and customer service skills specific to the marine industry will be discussed. Earn your unique lifetime Mercury Marine Technician number to be used throughout your career as a Marine Maintenance Technician. Additional certifications achieved include OSHA 10, American Heart Association First Aid, CPR & AED and you’ll be prepared to sit for the American Boating and Yacht Council Marine Service Technology Exam.

Marine Fundamentals MRNE-8000
This course will introduce students to the Marine Industry. Common practices and terminology will be covered. Tuition does not include materials fee.

Sa 1/29/22 – 2/2/22 8:00 AM – 4:55 PM $295 SOU-M 125 West

Marine Electrical Systems MRNE-8007
Fundamentals of electrical theory will be covered, such as AC and DC circuits, wire color coding and reading wiring diagrams. Students will learn how to properly install and troubleshoot electrical systems and equipment in boats.

Fa 1/21/22 – 2/12/22 8:00 AM – 4:55 PM $590 SOU-M 125 West

Marine Plumbing Systems MRNE-8003
Discover different marine pumps and hoses. Portable water systems and marine sanitation devices will be included. Students will also learn how to winterize plumbing systems in boats.

WTh 2/16/22 – 2/17/22 9:00 AM – 4:55 PM $295 SOU-M 125 West

Marine Engineers MRNE-8002
Functions of both inboard and outboard engines are covered. Students will learn basic maintenance and repair of both kinds of engines.

Fa 2/25/22 – 3/2/22 8:00 AM – 4:55 PM $1,475 SOU-M 125 West

Marine Industry Customer Service MRNE-8001
Customer Service is key to any industry. Common terminology and customer concerns will be emphasized. Topics will include work orders, required records and reporting.

MT 3/7/22 – 3/9/22 6:00 PM – 9:55 PM $295 SOU-M 125 West

Marine Propulsion Systems MRNE-8004
The four types of propulsion systems will be discussed: outboard, inboard, stern (inboard/outboard) and jet. Students will learn the differences between the four types, maintenance, and installation.

WTh 3/9/22 – 3/10/22 6:00 PM – 9:55 PM $290 SOU-M 125 West

TRUCK DRIVING SCHOOL
Train today for this in-demand job! Macomb Community College offers students a new opportunity to attend a high-quality truck driving school. The program will take place over the span of 4 weeks/40 hours a week. Students will graduate with their Commercial Driver’s License.

Class A CDL Truck Driving TRCK-8002A
This is a hands-on 160hr training program. We ensure each student receives the proper training with a certified CDL instructor. Subjects covered are CDL written preparation for those students that do not already have a temporary instructor’s permit, pre-trip inspection, all control/driving skills, offset backing, 90 degree backing and shifting of a 10-speed transmission. Once the student is well prepared, they will be issued a state road exam to receive their CDL.

MTWThf 1/10/22 – 2/4/22 8:00 AM – 4:25 PM $4,950 OFFSITE Staff

MTWThf 1/24/22 – 2/18/22 8:00 AM – 4:25 PM $4,950 OFFSITE Staff

MTWThf 2/27/22 – 3/2/22 8:00 AM – 4:25 PM $4,950 OFFSITE Staff

MTWThf 2/21/22 – 3/1/22 8:00 AM – 4:25 PM $4,950 OFFSITE Staff

MTWThf 3/7/22 – 4/1/22 8:00 AM – 4:25 PM $4,950 OFFSITE Staff

MTWThf 3/21/22 – 4/15/22 8:00 AM – 4:25 PM $4,950 OFFSITE Staff

MTWThf 4/8/22 – 5/2/22 8:00 AM – 4:25 PM $4,950 OFFSITE Staff

MTWThf 5/2/22 – 5/27/22 8:00 AM – 4:25 PM $4,950 OFFSITE Staff

MTWThf 6/6/22 – 7/1/22 8:00 AM – 4:25 PM $4,950 OFFSITE Staff
The Motorcycle Rider and Safety Education program is conducted with Michigan Safety Education funds from a state grant administered by the Michigan Secretary of State.

All motorcycle classes require students to have the following riding gear and safety equipment for the first riding session:

- Face covering
- Valid driver's license
- DOT-approved motorcycle helmet
- Long-sleeved jacket or heavy shirt
- Heavy-duty long pants
- Eye protection—goggles or glasses (required even with a face-shield helmet)
- Full-fingered gloves
- Boots (ankles must be covered and boots must have a hard sole; high-heels or high-top tennis shoes are not permitted)
- Rain and cold weather gear, as needed

Due to State of Michigan training requirements for the Motorcycle Endorsement, you must be on time to class and attend all sessions. Late arrivals will not be admitted into class.

Students under the age of 18 are allowed to take the Basic Rider Web-Enhanced or the Returning Rider course starting at age 15 if they have a valid driver's license number. A parent or guardian must accompany the student to the first class meeting; parent signatures are required on some documents.

Motorcycle Safety Refund Policy:

- 0% refund if student drops or transfers course
- 100% refund if course is canceled by College

For information, contact 586.445.7605 or motorcycle@macomb.edu.

Basic Rider Web Enhanced  CYCL-8016

Designed for participants that have minimal experience operating a motorcycle. The course will focus on the development of basic riding skills: clutch and throttle coordination, straight-line riding, braking, turning and shifting. Successful completion of this course and its knowledge and skills test will result in a riding and written test waiver by the Secretary of State. Prerequisite: Ability to ride a bicycle. All motorcycles provided for the Basic Web Enhanced course ONLY (16 Contact Hours).

For information, contact 586.445.7605 or motorcycle@macomb.edu.

REQUIRED:

- 3 hours of online course training must be completed prior to your class start date. Computer access required.
- A link to the eCourse will be emailed to all registered Basic Rider Web-Enhanced course students at least one week prior to the class start date. If you do not receive this email prior to class, please send your request to motorcycle@macomb.edu.
- Must bring Online Certificate of Completion to first day of class.
- 10 hours of hands-on coaching

Returning Rider (Basic Rider 2)  CYCL-8019

This one-day course is designed for the experienced but unendorsed rider to become licensed and legal, or for already endorsed riders to refresh and improve their skills. This course is NOT designed for beginning riders.

- Students must demonstrate competency with basic operational skills and pass the Level 1 written test during the screening exercises in order to continue in the course.
- If it's determined a rider needs additional skill development before proceeding, the rider will be referred to the Basic Rider Course (no refunds or transfers).
- Topics include: speed control, braking & stopping, counter steering, cornering, hazard avoidance and other techniques necessary for the experienced rider to operate a motorcycle skillfully and safely.
- Each student must provide their own motorcycle and riding gear. Sharing is not allowed.
- Scooters will be allowed in this course.
- The cycle must be titled, properly registered, and display a valid license plate.
- Each student must provide proof of insurance and the bike must pass a safety inspection.
- Successful completion allows a student to waive the Secretary of State written and riding skills tests. (8 Contact Hours)

For more Certified Instructor information, or to request an application, please call or email the Motorcycle Safety Coordinator.

734.462.4594  smcglinn@schoolcraft.edu

Michigan New Jobs Training Program (MNJTP)

If your company is planning to expand and add new jobs in the State of Michigan this unique economic incentive program may be for you. It allows your business to partner with Macomb Community College to develop training programs that increase employee skills and it provides the funds to do so. Call 586.498.4164 for details.

American Leadership in Corporate Training

We provide both standardized and customized training that can be delivered to your entire team, locally, globally, at your place or ours!

Geared to the needs of the manufacturing industry and its current and future workforce, Macomb Community College's Michigan Technical Education Center (M-TEC™) is the region's resource for technical training. The M-TEC™ is now an Autodesk Authorized Training Center, bringing many NEW in-demand training opportunities to you. M-TEC partners with employers, Macomb County Planning and Economic Development, Michigan Economic Development Corporation, and Michigan Works! to provide workforce development solutions for all levels of advanced manufacturing. Working across multiple industry sectors and in collaboration with the region's employers, the M-TEC team develops and delivers both customized and ongoing technical training for companies and individuals to ensure their continued competitiveness in the global economy.

Motorcycle Safety Training

Registration for the 2022 season begins November 17, 2021

Classes run April–August

Visit our website for detailed information about class offerings and registration: wce.macomb.edu

**Autodesk Authorized Training Center**

Autodesk makes software for people who make things. If you’ve ever driven a high-performance car, admired a towering skyscraper, used a smartphone or watched a great film, chances are you’ve experienced what millions of Autodesk users are doing with this software.

**Come and learn about these versatile Autodesk products:**

- **AUTOCAD**
- **REVIT**
- **FUSION 360**

See page 3 for class schedule and time.

**Skilled Trades Robotics & Advanced Manufacturing**

With new technologies being discovered every day in advanced manufacturing, it’s a challenge staying current while moving ahead. Macomb Community College has educational programs to train individuals for required skills in PLCs, robotics, fluid power, VFD drives and more. We train on the latest technology from FANUC, Siemens and Allen Bradley.

- **Robot Programmer** – 120 hours
- **Robot Technician** – 408 hours
- **Controls Technician** – 464 hours
- **Industrial Maintenance Technician** – 400 hours

**Electrical Fundamentals**

**FANUC Robotics Operations**

**Basic PLC Programming**

**Machine Tool**

(For more classes available, call 586.498.4110)

Courses specific to Fanuc and ABB to include Operations, Programming, Electrical Maintenance and Troubleshooting, Mechanical Teardown and Preventative Maintenance.

See pages 10 for class dates and time

**ROBOTS & ADVANCED MANUFACTURING INFO SESSIONS**

Join us for a Skilled Trades Info Session. Discover what it takes to work in the manufacturing sector and learn about the skills and training available in Controls Technician, Industrial Maintenance Technician, Robot Programmer or Robot Technician.

- 11/17/21, 10am–11:30am | 12/1/21, 2pm–3:30pm
- 12/8/21, 10am–11:30am | 1/12/22, 10am–11:30am

**Instructional Certification Suite (80 hours)**

Instructor Certification, Instructional Designer Certification and Training Manager Certification courses provide theory and hands-on application of educational methodologies required by today’s trainers, along with the design process, including the analysis, design, development and evaluation of course materials.

- **Instructor Certification** – 40 hours
- **Instructional Designer Certification** – 40 hours

**Marine Maintenance Technician**

**NEW!**

208-Hour Class. Multiple certifications achieved upon successful completion of the program. Employment in this field is available all year long.

With 3,822 miles of coastline, Michigan has the longest freshwater coastline in the country and the second largest number of registered boats. The Marine Technician pathway teaches students essential skills needed to maintain the boats in Michigan’s waterways.

Students will learn how to diagnose and maintain inboard and outboard engines and propulsion systems. Electrical wiring and plumbing systems are included. Safety, terminology and customer service skills specific to the marine industry will be discussed.

Earn your unique lifetime Mercury Marine Technician number to be used throughout your career as a Marine Maintenance Technician. Additional certifications achieved include OSHA 10, American Heart Association First Aid, CPR & AED and you’ll be prepared to sit for the American Boat & Yacht Council Marine Service Technology Exam.

**MARINE MAINTENANCE TECHNICIAN INFO SESSIONS**

Join us for a Marine Maintenance Technician Info Session. Learn what it takes to work in the year-round marine industry while discovering the skills you will learn in the program. Meet the instructor and see the training labs you will work in.

- 11/19/21, 10am–11:30am | 12/3/21, 2pm–3:30pm
- 12/10/21, 10am–11:30am | 1/14/22, 10am–11:30am

**Remote Laser Welding**

**NEW!**

40-Hour Class

Classes scheduled 2nd week of the month

Remote laser welding is a contact-free process which utilizes automation to produce high-speed and contact-free processes. Unlike traditional welding methods, remote laser welding uses a focused beam of laser light to process welds at a distance. Students will learn how to execute remote laser welds with plenty of hands-on practice. We will cover welding theory and operations, quality inspection and adjusting to produce quality welds.

See pages 10 for class dates and time

**Truck Driving School**

**NEW!**

Thinking of a New Career? Train today for this in-demand job!

**Class A CDL Training TRCK 8002A**

Advanced Class A CDL Training | CDL A Refresher course

Macomb Community College will offer students a new opportunity to attend a high-quality truck driving school. The program will take place over the span of 4 weeks/40 hours a week. Students will graduate with their Commercial Driver’s License.

See pages 10 for class dates and time

**CLASS A CDL TRUCK DRIVING INFO SESSION**

Join us for a CDL Truck Driving Info Session. Discover what it takes to work in the logistics and trucking sector and learn about the skills you’ll be trained in as a Class A CDL Truck Driver. See a rig in person, ask questions of the instructor direct!

- 11/22/21, 10am–11:30am | 12/6/21, 2pm–3:30pm | 1/10/22, 10am–11:30am
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<th>COURSE TITLE</th>
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Only $119 per class
24 SCECHs per class
See full list of courses and register at: www.ed2go.com/mccsbceu
Spanish for Medical Professionals Contact Hours 24 | CEUs 2.4 | Fee $155
Learn basic Spanish; understand words and phrases for parts of the body, common medical problems, procedures and treatments, medications and diets. Learn how to talk about time, make appointments, communicate feelings, and assess a patient’s mental status.

Spanish for Medical Professionals II Contact Hours 24 | CEUs 2.4 | Fee $155
Learn Spanish useful for health care workers in a variety of specialties. Review Spanish words for the basic body parts and organs, diet and pain. Explore phrases related to insurance and expressions for patient assessments, exams and patient discharge.

Certificate in Food, Nutrition and Health Contact Hours 16 | CEUs 1.6 | Fee $96
Learn how awareness of what we eat, why we eat it, how it is prepared and the consequences food choices can have on overall health. Examine the impact of stress as well as the health crisis imposed by obesity. Learn how to properly read food labels and decipher food claims in terms of nutritional value.

Certificate in Mindfulness Contact Hours 8 | CEUs 0.8 | Fee $80
Examine the benefits of mindfulness for professional and personal life. Harness the long-term health changes, benefit from fewer chronic illnesses and less health care system visits.

Weight Loss and Keep It Off Contact Hours 24 | CEUs 2.4 | Fee $100
Understand food composition, portion size, preparation methods, consumption and timing. Learn about meal planning, prepping, different types of exercise, hydration, thoughts, sleep, stress and other factors that can affect your ability to lose weight.

Luscious, Low-Fat, Lightning-Quick Meals Contact Hours 24 | CEUs 2.4 | Fee $100
Discover lower-fat alternatives, how to season food fat-free to improve flavor, low-fat sauces, lean meat choices to create delicious recipes. Discover how to replace high-fat ingredients, such as cream and whole eggs, with lentils. Learn lower-fat recipes for meals and desserts.

Handling Medical Emergencies Contact Hours 24 | CEUs 2.4 | Fee $155
Identify medical emergencies based on their signs and symptoms. Learn how to recognize and manage chest pain, heart attack, stroke, diabetics problems, seizures, breathing difficulty, burns and allergic reactions in adults. Learn about poisoning, fever, childhood illnesses, insect and animal accidents and the signs of abuse in children.

Certificate in Brain Health Contact Hours 10 | CEUs 1.0 | Fee $66
Discover the physiology of the brain to gain a deeper understanding of its function, explore neuroplasticity, neurogenesis and epigenetics. Explore a variety of questions about how activities and life experiences can impact brain health and overall well-being.

Certificate in Energy Medicine Contact Hours 10 | CEUs 1.0 | Fee $80
Examine the scientific evidence of treating the biofield, gentle hand techniques for balance and healing. Explore Indian healing traditions regarding chakras, use music and sound therapeutically and mind-body meditation. Explore Chinese qi gong and acupuncture.

Certificate in Stress Management Contact Hours 14 | CEUs 1.4 | Fee $84
Explore the physiology, social context and effects of stress on health, the role of nutrition and physical activity in stress management. Explore workplace stress and stress-reducing techniques and therapies. Discover how journal writing can be a stress-reducing technique.

Certificate in Gerontology Contact Hours 25 | CEUs 2.5 | Fee $150
Learn to competently work with individuals over 65, develop an interdisciplinary perspective on aging, train to assess and manage pain in older adults and explore common aging problems. Learn to identify elder abuse, mental health and ways to manage death and dying.

Certificate in Healthy Aging Contact Hours 10 | CEUs 1.0 | Fee $65
Understand nutrition and the aging brain, how to maintain cognitive function through physical activity, enhance well-being for seniors and uncover the keys to longevity that allow some people to live to be 100. Explore the role that intimacy and sexuality play in the health of seniors.

Genetic Basis Contact Hours 24 | CEUs 2.4 | Fee $100
Explore interview styles and techniques to gather family information, develop research timelines and how to locate records. Explore vital records, learn how to request research documents, access resources available for researching military records. Explore maps, deeds and grants in genealogy. Learn to use Will and Probate records, as well as newspapers, city directories and periodicals.

Certificate in End-of-Life Care Contact Hours 19 | CEUs 1.9 | Fee $114
Develop an interdisciplinary approach on end-of-life care, related ethical issues, and hospice and palliative care. Understand pain management, assessment and psychologic changes; strategies to combat patient, family and physician fears, dual diagnoses, grief and cultural considerations surrounding end-of-life care.

Certificate in Infectious Diseases & Infection Control Contact Hours 13 | CEUs 1.3 | Fee $78
Examine infection control techniques, understand infectious diseases like influenza, pneumonia, tuberculosis, hepatitis, AIDS, zoonosis and tick-borne diseases. Learn about emerging global infectious diseases (EIDs), and procedures to help contain the spread of infectious diseases.

Certificate in Integrative Mental Health Contact Hours 20 | CEUs 2.0 | Fee $120
Learn how integrative medical care combines scientifically proven alternative and complementary methods with medications and psychotherapy. Learn alternative methods for sleep disorders, depression and chronic pain. Study anxiety and bipolar disorders and treatment methods.

Certificate in Legal & Ethical Issues n Health Care Contact Hours 12 | CEUs 1.2 | Fee $72
Understand legal and ethical issues in medical care and those from technological advances. Examine the legal implications of the Health Insurance Portability and Accountability Act (HIPAA). Consider workplace situations like medication errors, organ donation and workplace harassment.

HIPAA Compliance Contact Hours 24 | CEUs 2.4 | Fee $155
Explore the Administrative Simplification portion of HIPAA mandated electronic health care transmissions, code sets and identifiers. Discover computers role in the Privacy Rule. Explore administrative, physical, technical safeguards and criminal penalties for non-compliance.

Certificate in Music Therapy & Sound Healing Contact Hours 8 | CEUs 0.8 | Fee $48
Understand sound healing techniques and modalities. Identify the physiological and psychological effects of music on the brain, music therapy interventions, music selection considerations for individuals with Alzheimer’s disease and music therapy interventions in end-of-life care.

Certificate in Holistic & Integrative Health Contact Hours 33 | CEUs 3.3 | Fee $198
Understand holistic stress management, health and the human spirit, energy healing, meditation, healing environments, humor and health. Build relationships between provider and client and provide self-healing and use nutrition and other modalities for preventive care.

Certificate in Starting Your Own Business in Health & Healing Contact Hours 11 | CEUs 1.1 | Fee $66
Learn to building your own business, develop a successful business plan that reflects your vision and allows you to compete in your target market and gain information about financing your business. Learn how to create an effective marketing strategy to help ensure your success.

Certificate in Marriage & Relationships: Keys to Success Contact Hours 24 | CEUs 2.4 | Fee $155
Build a solid foundation for a lasting relationship, understand relationship stages, the importance of balancing independence and interdependence needs, strategies for maintaining a healthy balance between the two and many couples encounter. Discover how to compromise for relationship success.

Certificate in Violence Prevention & Awareness Contact Hours 13 | CEUs 1.3 | Fee $78
Examine workplace violence, conflict, inequality, discrimination, stigmatization; explore domestic violence, elder abuse, child abuse, and sexual assault, pediatric abuse and head trauma. Learn to identify signs of violence and how to respond to and help prevent various forms of violence.

Certificate in Spirituality, Health & Healing Contact Hours 25 | CEUs 2.5 | Fee $120
Learn the characteristics of spirituality and spiritual rituals. Understand therapeutic interventions for healing. Learn how spirituality affects the dying and grieving processes. Understand the elements of spiritual care and a spiritual assessment.

Certificate in Global Health Systems Contact Hours 13 | CEUs 1.3 | Fee $78
Learn about medical care, health practices differ from conventional medical systems. Explore six global traditions: Ayurvedic, Central and South America, Native North American South Africa, traditional Chinese and Unani.

Certificate in Pain Assessment & Management Contact Hours 70 | CEUs 7.0 | Fee $72
Learn about new pain assessment methods/management, how interventions and treatments can help alleviate pain, how to assess and manage pain in surgery patients, cancer and HIV patients, children and the elderly. Understand pain management and assessment during end-of-life care.

Certificate in Complementary & Integrative Health Contact Hours 24 | CEUs 2.4 | Fee $144
Understand cultural competence in health care, using bodywork healing, chiropractic care, yoga, acupuncture and aromatherapy, natural products, animal-assisted therapies in the healing process. Understand legal and ethical issues you may face in complementary and alternative medicine.

Certificate in Perinatal Issues Contact Hours 20 | CEUs 2.0 | Fee $120
Learn about culture and childhood, beliefs and traditions, understand the effects of diabetes, and hypertensive disorders in pregnancy, eczopic pregnancy causes and risks, pediatric abusive head trauma—signs and symptoms of abuse. Explore perinatal health and postpartum depression.

Certificate in Women’s Health Issues Contact Hours 14 | CEUs 1.4 | Fee $84
Understand common health issues facing women, oral health issues/covaces/treatment/prevention strategies, gender bias in mental health disorders. Learn key terms for LGBTQ patients for appropriate communication. Explore barriers to self-care practices that impede health/well-being.

Happy and Healthy Pregnancy Contact Hours 24 | CEUs 2.4 | Fee $100
Learn about the affect of pregnancy stages on physical/emotional health, financially prepare for baby, explore nutrition, diet, and exercise. Discover support networks and how to choose a healthcare provider and prepare for childbirth. Examine care for mom and baby after birth.

Certificate in Healing Environments for Body, Mind & Spirit Contact Hours 16 | CEUs 1.6 | Fee $96
Explore the effect of environmental elements like color, light, sound, nature and art in supporting physical and emotional health and connection. Learn to benefit from technology while mitigating stress it may cause. Explore positive environmental aspects such as clean air and water.

Certificate in Wellness & the Environment Contact Hours 9 | CEUs 0.9 | Fee $54
Explain the relationship between clean air and water and human health. Identify the global health impacts of overpopulation. Describe ways in which climate change can impact human health. Identify action steps to improve the environment and human health.

Grammar & Writing Skills for the Health Professional Contact Hours 45 | CEUs 4.5 | Fee $199
Explore grammar/writing guidelines and practical knowledge in real-world practice; advanced grammar concepts such as sentences, clauses, phrases, punctuation and prepositions; processes involved in writing/grammar; and learn the writing process for resumes, cover letters and more.
Registration & Information

Macomb Community College extends the college’s tradition of education and service by providing lifelong learning opportunities to the community through Workforce & Continuing Education.

Visit our new website at https://wce.macomb.edu

REGISTRATION

Registration opens Wednesday, November 17. We suggest you register for class at least one week before it begins to ensure you get a seat before classes fill; however, you can register until the day class begins.

Payment by Visa, MasterCard, Discover, American Express or approved third party billing authorization is required at the time of online registration.

Seniors 60 years or older at the time of registration will automatically receive a 10% discount if date of birth is provided. Does not apply to co-sponsored, contracted or non-college programs.

HOW TO REGISTER ONLINE

• Go to https://wce.macomb.edu
• Click on LOGIN/CREATE ACCOUNT
• Click on Create New Profile
• Click Submit on the Profile Creation screen
• Enter all fields in Step 1 and click Continue
• Enter all fields in Step 2 and click Submit
• Click Browse and choose All Classes, click a category then subcategory, or enter the course code (i.e. WKSP-8000) in the Search for a Class box at the top of the screen
• Choose Add to Cart
• Click Checkout at the top of the page
• Your shopping cart will display, click and review Policies and check the box to agree
• Select Checkout, type your signature and click I Agree
• Answer the question: How did you learn about this class? and choose Continue
• Enter all payment information and click Process Payment
• Your registration is complete and an email confirmation will be sent to you

CAMPUS CLOSURES

Please visit www.macomb.edu for updated holiday and school closing information.

For registration assistance, call 586.445.7999.

CANVAS ONLINE LEARNING

You can prepare for your Canvas course by reviewing the Student Introduction Tutorial. To access your course material on the first day of class, point your browser to https://online.macomb.edu.

You will need your Canvas login:
• Username: Your MyMacomb User ID
• Password: Your MyMacomb Password

If you have any questions or experience technical difficulties, contact Macomb Online Support by telephone: 877.362.2662 or email onlinesupport@macomb.edu.

CERTIFICATE REQUESTS

Upon successful program completion, request your certificate by contacting:
• Business & Information Technology and ESL: continuinged@macomb.edu
• Engineering & Advanced Technology: workforcedev@macomb.edu
• Health & Public Services/Center for Health Careers: healthcareers@macomb.edu

CONTINUING EDUCATION UNITS (CEUs)

This is a nationally recognized standard unit of measure for substantive learning experiences. One CEU is equal to 10 instructional hours.

FINANCIAL ASSISTANCE

Financial Aid (FAFSA) is not available for WCE classes.

The college will bill tuition and fees to approved parties such as Michigan Works!, Michigan Rehabilitation or Employer Tuition Assistance Programs. For more information contact cbilling@macomb.edu or 586.445.7335.

REFUND POLICY

• 100% refund if course is cancelled by college.
• 100% refund if student drops class PRIOR to the start date.
• 0% refund if student drops class ON the start date.
• 0% refund thereafter.

Special circumstances: Students who must withdraw from a class on or after the class start date due to hospitalization, accidental injury, prolonged illness, mandatory shift change at student’s place of full-time employment (does not include mandatory overtime), mandatory move of employment which necessitates a change of residency (does not include new employer), military deployment, or other reason deemed appropriate by the department dean or director, may receive a 100% refund. Requests for special circumstances must be made in writing with supporting documentation to the program coordinator.

Motorcycle Safety Refund Policy:

0% refund if student drops or transfers 100% refund will only be issued if class is cancelled by the College. Refunds are not issued for any other reason and there is no ability to transfer tuition payment to another class date and time after registering.

How and When Refunds Are Processed:

Credit/debit card refunds are issued at the time of drop during refund period or cancellation. Other refunds are issued weekly by mailed check.

SCHOOL CLOSING

Go to www.macomb.edu

STUDENTS WITH SPECIAL NEEDS

Call 586.445.7420 (South Campus) or 586.286.2084 (Center Campus) at least three days prior to the class start date to request services.

TEXTBOOKS

For complete information, visit https://www.macomb.edu/future-students/student-resources/bookstores.html.

PRIVACY ACT NOTICE

Disclosure of Social Security numbers is mandatory for registration. This information is used to (1) verify the identity of students, (2) keep, maintain and access the records of students, and (3) for purposes of financial aid or other benefits available under law. For additional information visit macomb.edu (search: confidentiality) to review Macomb Community College’s Confidentiality of Student Records policy.

DISCLAIMER

Faculty members are not permitted to sell any product or service or espouse any spiritual or religious activity while acting in a community education role. Faculty members employed by any commercial vendor must state their occupation and commercial role at the first class meeting. Literature with commercial content and business cards may be made available to participants upon request. Macomb Community College and its administration are not responsible for any activities that take place outside of class between instructor and participants.

https://wce.macomb.edu