

START A NEW CAREER IN AS LITTLE AS SIX MONTHS

REMEMBER!
HOLD ON TO THIS
CATALOG THROUGH
THE SUMMER FOR
PROGRAM AND
CLASS DATES!

ADULT TRAINING PROGRAMS 2018 SPRING-SUMMER COURSE CATALOG OCM BOCES - LIVERPOOL CAMPUS

- WELDING • COSMETOLOGY • CONSTRUCTION • ELECTRICAL • HVAC/R
 - HEALTH OCCUPATIONS • OFFICE TECHNOLOGY • MORE
- PLUS: PART-TIME EVENING CLASSES • LITERACY CLASSES
& FREE HIGH SCHOOL EQUIVALENCY DIPLOMA PROGRAMS

FULL-TIME
CAREER
CERTIFICATION
PROGRAMS

DOZENS OF
PART-TIME
CLASSES

HIGH SCHOOL
EQUIVALENCY
& LITERACY
CLASSES

CUSTOMIZED
TRAINING
FOR
BUSINESSES

STOP IN TO LEARN MORE OPEN HOUSE IS EVERY THURSDAY AT 1:00 P.M.

Can't make it? Call (315) 453-4455 for an appointment.



OCM BOCES Main Campus

110 Elwood Davis Road, Liverpool NY 13088

(315) 453-4455 • ocmboces.org/adulted



[Facebook.com/ocmboces.ae](https://www.facebook.com/ocmboces.ae)

[@ocmboces](https://twitter.com/ocmboces)

SAVE THE DATE!

Our Annual Gallaher Scholarship Golf Tournament is set for **Wednesday, August 15.**

Proceeds benefit Adult Education students with financial needs.



OUR MISSION

We commit to provide our community with the highest quality education and training necessary to successfully meet the challenges and opportunities of the 21st century.

CONTACT INFORMATION:

General Information: (315) 453-4455 or 1-800-444-4406

Part-Time Class Information: (315) 453-4600

Part-Time Registration: www.ocmboces.org/adulted

Full-Time Admissions: (315) 453-4400



OCM BOCES is accredited through the
Council on Occupational Education
7840 Roswell Road
Building 300, Suite 325
Atlanta, GA 30350
(770) 396-3898 or (800) 917-2081



OCM BOCES LEADERSHIP

District Superintendent: **Dr. Jody Manning**

Assistant Superintendent for
Student Services: **Colleen Viggiano**

Director, Adult Education: **Mari Ukleya**

Coordinator, Adult Education: **Matt Tarolli**

Coordinator, Health Occupations: **Crystal Smith**

FINANCIAL AID/COMMUNITY PARTNERS

GETTING STARTED: FINANCIAL AID RESOURCES

TYPES OF AID:

Federal Pell Grants: Money available that does not have to be repaid.

Student Loans: The U.S. Department of Education offers eligible students Direct Subsidized Loans and Direct Unsubsidized Loans. No credit check involved. These are need-based loans.

Parent Plus Loans: Loans available to parents of dependent students to help pay for college or career school.

PAYMENT PLANS

Payment plans are available. Our financial aid office will help you secure the best financial aid package to suit your needs and help you attain your education goals. Contact them with your financial aid questions at:

315-453-4422 or 315-453-4677

OUR COMMUNITY PARTNERS

Cortland Works

(Cortland County residents)
99 Main Street
Cortland, NY 13045
607-758-7585

CNY Works

(Onondaga County residents)
960 James Street
Syracuse, NY 13203
315-473-8250



Tompkins Workforce New York

(Tompkins County residents)
Center Ithaca Building
171 East State Street
Ithaca, NY 14850
607-272-7570

ACCES-VR

ACCES-VR (Adult Career and Continuing Education Services – Vocational Rehabilitation) may provide financial assistance for training costs to eligible individuals with disabilities. Syracuse ACCES-VR Office (Cayuga, Cortland, Jefferson, Madison, Onondaga, Oswego counties)

315-428-4179 or 800-782-6164

Southern Tier ACCES-VR Office (Broome, Chenango, Chemung, Delaware, Otsego, Schuyler, Steuben, Tioga and Tompkins counties)

607-721-8400 or 800-888-5010

Veteran Services

Post 9/11 GI Bill
Phone: 1-888-GIBILL-1
or 1-888-442-4551
OCM BOCES Certifying Official:
315-453-4400

OCM BOCES is a proud partner of the America Job Center network.

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- Intro to Computers
- Intro to Windows®
- iPhone, iPad & More
- Intro to Computer Programming
- Intro to Fedora Linux
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- Access®
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- Word®
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- French Cuisine
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PLEASE SEE PAGE 43 FOR OUR **NEW REFUND POLICY** EFFECTIVE JULY 1.

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HIGH SCHOOL EQUIVALENCY & LITERACY PROGRAMS

DID YOU KNOW?

New York State's High School Equivalency Exam is the TASC.

OUR LITERACY PROGRAMS

- We offer literacy classes geared toward individual student academic levels.
- Day and evening classes are available.
- A distance-learning program is available for those who are unable to attend regular classes and are over 21.
- Classes are FREE of charge for students without a high school diploma or equivalency.

Please see the next page for more detailed information.

HSE (HIGH SCHOOL EQUIVALENCY) PREPARATION

Improve your skills to pass New York State's TASC test to earn a high school equivalency diploma. For further information, call **(315) 453-4672**.

CLASSROOM LOCATIONS FOR HSE PREP

OCM BOCES MAIN CAMPUS

110 Elwood Davis Rd, Liverpool

Day Classes

Mon - Thurs 8:30 AM - 12:00 PM

Mon - Thurs 12:30 PM - 3:30 PM

Evening Classes

Mon - Wed 5:00 PM - 8:00 PM

TASC TEST DATES PLEASE CALL:

(315) 453-4672

Computer-based testing available in Liverpool.

Test dates are subject to sufficient student enrollment.

TASC TEST DATES

2018 Dates:

March 16-17 Main Campus

April 13-14 Cortland

May 18-19 Main Campus

June 8-9 Cortland

June 15-16 Main Campus

July 13-14 Main Campus

Aug. 3-4 Cortland

Sept. 21-22 Main Campus

Oct. 19-20 Main Campus

Nov. 16-17 Main Campus

Dec. 7-8 Cortland

Friday: Please arrive at 4:45 p.m.

Saturday: Please arrive at 7:45 a.m.

OTHER HIGH SCHOOL EQUIVALENCY PREPARATION CLASSROOM LOCATIONS:

NEDROW
TUTORING CENTER

**Onondaga Nation Arena,
Elders Room**

326 Old Route 11

Wednesday 5:00 PM - 7:30 PM

MATTYDALE

Salina Civic Center

2826 LeMoyne Avenue

Tuesdays/Thursdays

5:00 PM - 8:00 PM

SYRACUSE

St. Brigid's

810 Willis Ave.

Mondays/Wednesdays

9:00 AM - Noon

HIGH SCHOOL EQUIVALENCY & LITERACY PROGRAMS

NATIONAL EXTERNAL DIPLOMA PROGRAM

The web-based high school equivalency diploma program assesses student knowledge in eight competency areas including: Cultural Literacy, Health Literacy, Civic Literacy and Community Participation, Consumer Awareness and Financial Literacy, 21st Century Workplace Skills, Geography and History and Science, as well as foundation skills in communication and technology. Candidates work from home and meet weekly with an assessor. This program is designed for adults who have work skills, training and/or life experience. Candidates must be 21 or older and have internet access. **For information, call (315) 453-4672 or (315) 453-4662**

DISTANCE LEARNING

Do you want your high school equivalency diploma but are unable to attend class? Prepare for the TASC exam in your own home. Materials will be sent to you through your local library. Teachers are available by phone for academic assistance. You must be at least 21 years old to be eligible. **For more information, call (315) 453-4672 or (315) 453-4686 or (315) 453-4682**

ESOL CLASSROOM LOCATIONS

LIVERPOOL

**OCM BOCES Main Campus,
110 Elwood Davis Road**

Day Classes

Mon/Wed 8:30 AM - 12:30 PM
Tues/Thurs 8:30 AM - 1:30 PM

Evening Classes

Mon/Wed 5:30 PM - 8:30 PM

Math Classes

Mon/Wed 12:30 PM - 2:30 PM

DEWITT

**DeWitt Community Library
5110 Jamesville Road**

Mon/Wed
10:00 AM - 1:00 PM

MANLIUS

**Manlius Library
1 Arkie Albanese Ave**

Tues/Thurs
9:00 AM - 12:00 PM

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)

Learn English to get a job or enter training/college programs. Study reading, writing, and vocabulary. Practice pronunciation and conversation. All levels of classes available. Students can register in the ESOL classroom. For more information, call Kathy at (315) 453-4684.



LITERACY SERVICES DIRECTORY

Main number: (315) 453-4672

English for Speakers of

Other Languages (ESOL): (315) 453-4684

National External Diploma Program: (315) 453-4662

High School Equivalency Classes: (315) 453-4672

Distance Learning Program: (315) 453-4682

VISIT US
TODAY

www.ocmboces.org/adulted



FULL-TIME PROGRAMS

ADMISSION REQUIREMENTS

Every student is required to take a free assessment called the TABE (Test of Adult Basic Education). The assessment takes approximately one hour and is offered on Thursdays at 2:30 p.m. or Tuesdays at 10 a.m. by appointment. Please inquire about additional times. A TABE guide with practice questions and resources is available at Open House.

MINIMUM SCORES REQUIRED ON THE TEST OF ADULT BASIC EDUCATION (TABE)

TRAINING PROGRAM	COST	GRADE EQUIVALENT	
		READING	MATH
Auto Technician	\$7,570	10.0	9.0
Central Sterile Processing Technician	\$7,290	10.0	8.9
Cosmetology	\$9,320	8.9	7.0
Construction Trades	\$7,580	8.9	8.9
Dental Assisting	\$7,860	10.9	8.9
Electrical Maintenance Technician	\$9,030	10.0	10.0
HVAC/R Technician	\$7,680	10.0	10.0
Licensed Practical Nurse*	\$12,550	12.0	10.0
Medical Assisting	\$7,500	10.9	8.9
Office Technology	\$7,500	10.0	8.9
Welder/Fitter	\$8,120	10.0	10.0

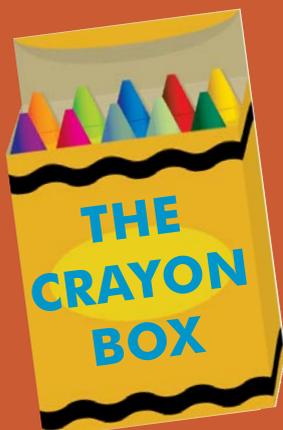
* Additional academic/admission requirement for LPN program: TEAS test (Test of Essential Academic Skills). Cost is \$60.

GET STARTED BY STOPPING BY OUR OPEN HOUSE

1:00 P.M. EVERY THURSDAY

110 ELWOOD DAVIS ROAD, LIVERPOOL, NY 13088

OR CALL 315-453-4400 TO SCHEDULE AN APPOINTMENT



Need help with childcare to attend school?

Try our 3-DAY PRESCHOOL PROGRAM

ONLY \$190 PER YEAR

CALL 315-433-2234

Preschool at Thompson Road OCM BOCES

- Arts & Crafts
- Music Appreciation
- Creative Movement
- Activities
- Puppet Shows
- Computer Skills
- Cooking
- Math & Science
- Language Activities

BUSINESS & INDUSTRY TRAINING

LET OCM BOCES SET UP YOUR CUSTOMIZED WORKFORCE TRAINING

- Technical/Trades Skills
- Computer Skills
- Office & Professional Skills
- Competitive Pricing
- Flexible Scheduling
- On- and Off-Site Offerings

ON-SITE TRAINING PUTS YOU IN CONTROL

When you choose OCM BOCES as your on-site training partner, you are in complete control. With the assistance of our expert consultants, we provide the speaker, the program content, date, time and location. In other words, your employees hear the message you want from a trainer at a time and place most convenient for you.

We customize training to address your organization's specific challenges and to meet your team's unique needs, so your employees learn job-related skills they can put to work immediately. OCM BOCES can develop a program exclusively for your organization.



Please call
(315) 453-4428
for more
information.

Need flexibility? Try our online programs



OCM BOCES is collaborating with UGotClass to offer online courses and certificates provided by the non-profit Learning Resources Network (LERN), the largest continuing education association in the world, serving more than 1,000 colleges, universities and schools. **Online classes include business, health, human resources, leadership skills, marketing, social media, professional development for teachers and more.**

Need more information? Call 1-800-678-5376

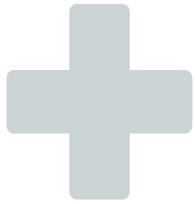
Go to the web: youtgotclass.org/catalog-complete.cfm/ocmboces



OCM BOCES is collaborating with the acclaimed Center for Legal Studies to offer classes for beginning and advanced legal workers. Courses include the **paralegal certificate (and advanced certificate), legal investigation, personal injury, victim advocacy, software essentials, employment law, alternative dispute resolution, legal secretary certificate, legal nurse consultant and more.** Certificates are awarded by OCM BOCES. Classes offered live and online.

Need more information? Call 1-800-522-7737

Go to this web site: www.legalstudies.com/vendor/ocm-boces/



HEALTH
OCCUPATIONS

MEDICAL ASSISTING

Train for a rewarding career in one of the fastest-growing occupations in the medical profession. Work with physicians and other health professionals, assisting with the delivery of high-quality health care. Students learn both the administrative and clinical aspects of working in the medical office, including: word processing, HIPAA requirements, medical office procedures, and medical billing including ICD-10 and CPT-4 coding. Clinical coursework includes infection control, vital signs, medical office laboratory tests, pharmacology, EKGs, medical specialty assisting, and phlebotomy. The program includes a four-week clinical experience in a health care facility. Upon completion, students can sit for the Certified Clinical Medical Assistant exam.



Fee: \$7,500* (includes tuition, books, supplies, and uniform)
 Median student loan: \$4,766
 Graduation Rate: 85%
 Job Placement Rate: 88%
 Program Length: 780 hours
 Start Dates: Aug. 27, 2018
 Days/Times: M-F 8:00 AM - 3:00 PM
 Additional Requirements: Physical and professional CPR testing fee
 SOC Code: 31-9092
 U.S. Dept. of Labor: www.bls.gov/SOC

*Tuition subject to change

LICENSED PRACTICAL NURSE

This is an opportunity to join the nation's second-largest health care group in one of the most demanding health occupations in the country. LPNs provide quality care in a variety of health care settings. Students are taught to assist with daily patient care, medication administration, data collection, and documenting patient conditions. Students also learn to help educate and give emotional support to patients. Anyone with a high school diploma or equivalency diploma may apply. Upon completion of the Practical Nursing program, graduates are eligible to sit for the required State Licensing Exam.



Fee: \$12,550* (includes tuition, lab supplies, and uniform)

Median student loan: \$8,214

Graduation Rate: 75%

Job Placement Rate: 85%

Program Length: 1,290 hours

Start Dates:

- Daytime: Feb. 26, 2018 (8 AM - 3 PM, M-F, clinical hours 6:30 AM - 1:30 PM)
- Evening: TBA (4 - 10:30 PM, M-F)

Additional Requirements:

Physical, immunizations, professional CPR, licensing application and \$60 TEAS exam fee.

SOC Code: 29-2061

U.S. Dept. of Labor: www.bls.gov/SOC

*Tuition subject to change

PLEASE SEE PAGE 43 FOR OUR **NEW REFUND POLICY** EFFECTIVE JULY 1.

CENTRAL STERILE PROCESSING TECHNICIAN

The Central Sterile Processing Technician is responsible for the procurement of surgical supplies and sterile equipment. Central Sterile Processing Technicians provide support to all patient-care services, including diagnostic and surgical application in a health care facility. They are responsible for cleaning, decontaminating, processing, assembling, sterilizing, storing and distributing the medical devices required for patient care. The 21-week training program includes the basics of medical terminology, anatomy and physiology, microbiology, infection prevention and control, principles and methods of the sterilization process, cleaning, decontaminating, processing, packaging, distributing, storing and inventory control of sterile goods, instruments, trays and equipment. Also included is a 200-hour internship component at a local health care facility. Students completing the program can sit for the Certification Board for Sterile Processing and Distribution (CBSPD) certification.

Fee: \$7,290* (includes tuition, texts, all supplies, and uniform)

Median student loan: \$3,423

Graduation Rate: 70% | Job Placement Rate: 56%

Program Length: 678 hours

Start Date: Aug. 27, 2018

Days/Times: M-F 8:00 AM - 3:00 PM

Additional Requirements: Physical, current immunizations (MMR, Varicella, PP) and testing fee.

SOC Code: 31-9093

U.S. Dept. of Labor: www.bls.gov/SOC

DENTAL ASSISTING

This program is approved by the New York State Education Department Office of the Professions for licensure and certification purposes. The hands-on program format provides an excellent opportunity for those with an interest in the dental profession to begin a rewarding career. Students receive training in a well-equipped dental classroom/lab and are trained on state-of-the-art Eaglesoft software. Coursework includes: sciences in dentistry, dental terminology, emergency care, infection control, preventive dentistry, clinical assisting and procedures, dental radiology, and a minimum 200 hours of internship experience in a dental office.

Fee: \$7,860* (includes tuition, books, supplies and uniforms)

Median student loan: \$4,766

Graduation Rate: 90%

Job Placement Rate: 92%

Program Length: 780 hours

Start Dates: Aug. 27, 2018

Days/Times: M-F 8:00 AM - 3:00 PM

Additional Requirements: Physical, health immunizations, Professional CPR and testing fee.

SOC Code: 31-9091

U.S. Dept. of Labor: www.bls.gov/SOC



*Tuition subject to change

COSMETOLOGY

Cosmetology is an adult program designed to prepare students for a career in the appearance enhancement field. Classes follow the New York State approved curriculum required for taking the state licensing exams. The Cosmetology program offers students the opportunity to practice their skills during regular classes and clinics. An advanced placement option is also available to students who have already completed partial training.

Fee: \$9,320* (includes tuition, books, supplies and kit)
 Median student loan: \$6,000
 Graduation Rate: 80%
 Job Placement Rate: 83%
 Program Length: 1,100 hours
 Start Date: Rolling start dates - please call
 Days/Times: M-F 8:30 AM - 3:30 PM
 SOC Code: 39-5012
 U.S. Dept. of Labor: www.bls.gov/SOC
 Additional Requirement: Licensing Fee

*Tuition subject to change



DID YOU KNOW?

Our adult students, under the supervision of their instructors, can provide many salon services at substantial savings to you and your family. Please call (315) 453-4650 for your appointment or for additional information.

We have a full-service salon clinic available to the public on Wednesdays and Fridays. A nail clinic is available Fridays only.

- Shampoo, Set, Blow Dry **\$5**
- Shampoo, Haircut, Style **\$5**
- Kid's Haircut **\$2**
- Chemical Relaxer (includes cut & style) **\$20**
- Ionic Relaxer (includes cut & style) **\$20**
- Perm (includes cut & style) **\$25**
- Single-Process Color **\$15**
- Double-Process Color **\$30**
- Corrective Color **\$25**
- Highlights-Full Head **\$25**
- Highlights-Partial **\$15**
- Guylights **\$15**
- Facials **\$5**
- Makeup Application **\$5**
- Eyelash Extensions **\$5**
- Waxing Eye, Lip, Chin **\$5**
- Paraffin Wax **\$3**
- Natural Manicure **\$2**
- Natural Pedicure **\$2**
- Spa Pedicure **\$5**

PLEASE SEE PAGE 43 FOR OUR **NEW REFUND POLICY** EFFECTIVE JULY 1.

OFFICE TECHNOLOGY

BEGIN WITH THE OFFICE BASICS OF KEYBOARDING, LETTER WRITING, BUSINESS ENGLISH, FILING, AND THE USE OF VARIOUS OFFICE MACHINES INCLUDING DESKTOP COMPUTERS, COPIERS AND MULTI-LINE TELEPHONE SYSTEMS. STUDENTS MAY SPECIALIZE IN ONE OR MORE OF THE FOLLOWING AREAS:

BOOKKEEPING & ACCOUNTING

Continue on to a concentration in the financial aspect of running an office. Develop skills in manual bookkeeping procedures and payroll as well as computerized methods of these functions using software such as Excel® and QuickBooks®.

OFFICE SUPPORT SPECIALIST

Continue to develop skills required to be proficient in a business office setting. This program is designed for people who are looking to take their basic computer skills to the next level. The curriculum includes Microsoft Windows®, Word®, Excel®, PowerPoint®, and Access®, in addition to incorporating the administrative skills needed for a variety of office-related careers.

MEDICAL BILLING & CODING

Learn necessary medical and technological skills for entry-level medical billing and coding. The curriculum includes training in medical terminology, anatomy and physiology, medical office administration and medical billing and coding, utilizing the new ICD-10-CM as well as the current ICD-10-CM, along with computers and more general administrative skills. Class will also focus on electronic medical health care record management with **state-of-the-art Medent software.**

ADMINISTRATIVE SUPPORT SPECIALIST

This training program will focus on the skills necessary for mid- to upper-level office support positions such as administrative assistant, executive secretary, legal secretary, medical secretary, and general secretary. The focus is on extensive Word® proficiency and also incorporates Excel®, PowerPoint®, and Access®, depending on the clerical position of interest.

Each one of these focus areas requires a four-week internship to complete the program.

OFFICE TECHNOLOGY

Fee: \$7,500* (includes tuition, books, and supplies)

Median student loan: \$4,766

Graduation Rate: 84% | Job Placement Rate: 88%

Program Length: 780 Hours

Start Dates: Aug. 27, 2018

Days/Times: M-F 8:00 AM - 3:00 PM

SOC Codes: 43-6014 • 43-3021 • 43-3031 • 43-9060

U.S. Dept. of Labor: www.bls.gov/SOC

*Tuition subject to change

AUTOMOTIVE TECHNICIAN

You can prepare for direct entry into automotive mechanics, service, and repair employment by completing this program. Instruction includes preparation for the National Automobile Technicians Education Foundation (NATEF) certification in four modules: brake systems, electrical and electronic systems, engine performance, and suspension and steering. You will receive direct instruction and hands-on applications in a well-equipped automotive shop. Prior to completion, all students will perform a four-week internship with a local automotive employer.

Fee: \$7,570* (includes tuition, books, and supplies)

Median student loan: \$6,611

Graduation Rate: 63%

Job Placement Rate: 93%

Program Length: 800 hours

Start Dates: Spring 2018

Days/Times: M-Th 10:30 AM - 6:00 PM

SOC Code: 49-3023

U.S. Dept. of Labor: www.bls.gov/SOC

LOCATION: Cortlandville Campus

*Tuition subject to change

WELDER/FITTER

This intensive, hands-on training program offers participants the opportunity to become a member of a well-paying, skilled profession. Students will develop an understanding and proficiency in the areas of shop math, basic drafting, blueprint reading, safety, and the use of oxy-acetylene and plasma-arc cutting equipment. MIG (GMAW), TIG (GTAW), Flux-Core (FCAW) and Stick (SMAW) welding processes will be taught in all positions, as well as an introduction to basic pipe-welding processes. Training follows the standards set by the American Welding Society (AWS). The program includes job shadowing and a four-week internship. Welders are employed in industrial settings such as manufacturing, heavy construction, and repair shops.

Fee: \$8,120* (includes tuition, books, supplies and tool kit)

Median student loan: \$3,123

Graduation Rate: 83%

Job Placement Rate: 84%

Program Length: 812 hours

Start Dates:

Days: Aug. 27, 2018

Location: Main Campus

Evenings: Spring 2018

Location: Thompson Road Campus

Days/Times: M-F 8:00 AM - 3:00 PM

M-F Evenings - 3:30 to 8:30 PM

SOC Code: 51-4121

U.S. Dept. of Labor: www.bls.gov/SOC

Added Requirements: jacket, helmet, boots

Additional Fee: OSHA exam

*Tuition subject to change

CONSTRUCTION TRADES

This is a comprehensive introduction to all aspects of residential building construction from foundations to rough and finished carpentry. Skills will be taught through classroom instruction, job shadow experiences and a four-week internship with a local contractor, builder or home remodeling company. Topics will include hand and power tools, construction math, blueprint reading, masonry, rigging, electrical wiring, basic plumbing, framing, roofing, and finishing. Hands-on training and projects will reinforce all classroom learning. A student tool kit will be provided and will include the fundamental tools of the trade.

Fee: \$7,580* (includes tuition, books, supplies and tool kit)

Median student loan: \$4,766

Graduation Rate: 87%

Job Placement Rate: 74%

Program Length: 780 hours

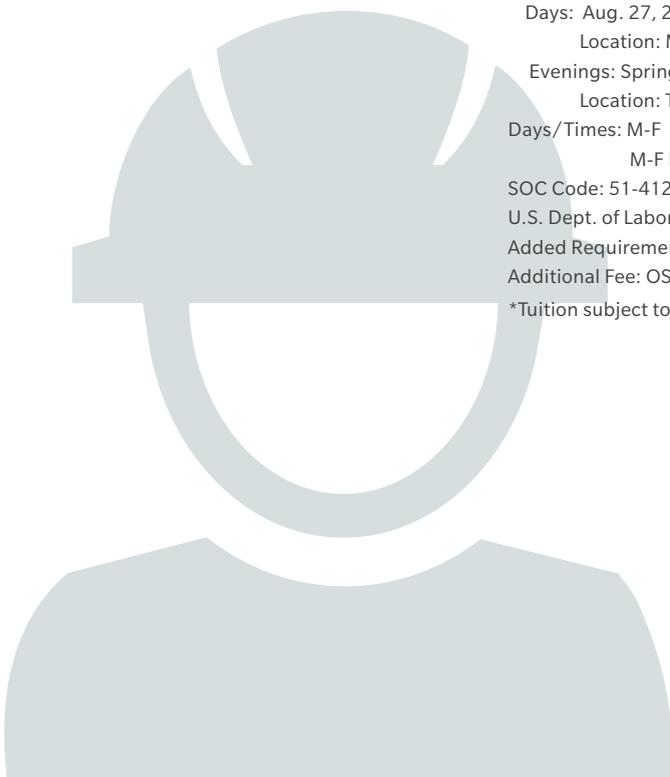
Start Dates: Feb. 12, 2018 / Aug. 27, 2018

Days/Times: M-F 8:00 AM - 4:00 PM

SOC Code: 47-2000

U.S. Dept. of Labor: www.bls.gov/SOC

*Tuition subject to change



HVAC/R TECHNICIAN

Heating, ventilation, air conditioning and refrigeration (HVAC/R) is a comprehensive, technical and hands-on training program covering all critical aspects of the HVAC/R field. The program offers a combination of classroom, lab and field work under the supervision of an experienced, qualified instructor. This is an opportunity to learn and understand refrigeration and cooling systems, electrical circuitry, electronic solid state control applications, and electric, gas and oil-fired heat and heat pumps. Learn to install, maintain, troubleshoot and repair both residential and commercial systems. Students work on fully operational cooling and heating systems in our well-equipped HVAC/R lab. Opportunities exist as entry-level service technicians, installation personnel, facilities maintenance technicians and commercial sales and service representatives. The EPA Universal Certification Exam for refrigerant handling is offered at an additional fee.

Fee: \$7,680* (includes tuition, books, supplies and tool kit)

Median student loan: \$4,458

Graduation Rate: 91%

Job Placement Rate: 90%

Program Length: 715 hours

Start Dates: Aug. 27, 2018

Days/Times: M-F 8:00 AM - 3:00 PM

SOC Code: 49-9020

U.S. Dept. of Labor: www.bls.gov/SOC

Additional fees: OSHA exam, EPA

*Tuition subject to change

ELECTRICAL MAINTENANCE TECHNICIAN

Electrical Maintenance Technician is an intensive program of study on electrical maintenance fundamentals. Students will receive training in basic shop math, hand and power tools, precision measuring instruments, electrical blueprints, the National Electrical Code standards and practices, OSHA, electrical theory, conduit bending, motors and NEMA designations. A four-week work experience is included in the training program. According to U.S. Department of Labor statistics, the employment of electrical maintenance technicians is expected to increase with the emergence of new technologies that will stimulate the demand for these skills, along with the large number of expected retirements in this field.

Fee: \$9,030* (includes tuition, books, and supplies)

Median student loan: \$5,051

Graduation Rate: 86%

Job Placement Rate: 100%

Program Length: 810 hours

Start Dates: Aug. 27, 2018

Days/Times: M-F 8:00 AM - 3:00 PM

SOC Code: 47-3013

U.S. Dept. of Labor: www.bls.gov/SOC

Additional Fee: OSHA exam

*Tuition subject to change

PLEASE SEE PAGE 43 FOR OUR **NEW REFUND POLICY** EFFECTIVE JULY 1.

MEET OUR INSTRUCTORS

TRADES AND TECHNOLOGY

LEWIS CARINCI is an AWS/ASME certified welder with 37+ years experience in welding and fabrication. He has a degree from Herkimer Community College in business administration and a degree from Cornell University in county government laws and procedures. He also graduated from the Schenectady Modern Welding School.

LARRY CASEY is a graduate of Onondaga Community College with a degree in business administration. He has 30 years of experience working in the electronics and mechanical fields. He is a certified proctor for BPI and a certified EPA/HVAC technician.

JUDY LEONHART holds a B.S. in business education from the Ohio State University and a NYS Adult Education Certification. She is a Microsoft specialist certified in Access, Excel, PowerPoint, Outlook and Word.

GORDON MCCAFFER is a nationally certified AWS D1.1 Code Welder (#1402161W) with 38+ years experience in welding, custom fabrication and manufacturing. He also holds a NYS DOT Welding Certification (all-position/unlimited thickness). Prior to OCM BOCES, he was an ASME code-qualified pressure-vessel welder for a large local manufacturer. This included 6G (all position) pipe welding using multiple welding processes. He is an OCM BOCES graduate and has an AAS in Business from Onondaga Community College. He has been an AWS District Welding Educator of the Year. He has a NYS Adult Education Certification.

JOSEPH MIUCCIO has an M.S. in vocation technical education and B.S. in industrial arts from SUNY Oswego. He holds Building Performance Institute (BPI) certifications in Building Analyst, Envelope Professional, Heating Professional and RESNET.

JOHN SWEENEY is a graduate of Virginia Commonwealth University with a B.A. in English. He completed a master's degree in secondary education at SUNY Oswego. He holds a NYS Code Enforcement Certification and is a certified instructor through the National Center for Construction Education and Research (NCCER).

MIKE GREGORY has more than 25 years of experience as a Ford/Lincoln service technician, Certified Ford Senior Master Technician & ASE-Certified master technician. Mike served in the U.S. Navy Reserve SEABEES as a construction mechanic for more than six years.

COSMETOLOGY

CYNTHIA FORAN has been practicing cosmetology for the past 47 years in Syracuse. She has a teaching degree from Oswego State and attended Syracuse University for rehabilitation counseling. She is a supervisor and examiner for the NYS Licensing Department and has been a salon owner and director of education for a family salon and day spa.

HEALTH OCCUPATIONS

KAREN STANNARD, CDA has more than 35 years of experience in the dental field. She is a graduate of the OCM BOCES Dental Assisting program and has an associate's degree in liberal arts from Maria Regina College. She is licensed by the NYS Office of the Professions as a dental assistant, and she is certified by the Dental Assisting National Board Inc. (DANB). She has her NYS Adult Education Certification.

CAROL CORSO holds a B.S. from the Rochester Institute of Technology in applied arts and sciences. She has 25 years of experience in health care with 10 years as the manager of the central service department of a local hospital. She holds a current certification in sterile processing and distribution from the Certification Board for Sterile Processing and Distributing. She is a member of the CNY Central Service Professionals and International Association of Healthcare Central Service Material Management. She has her NYS Adult Education Certification.

LENA MAY, CMA, CHES graduated from Long Technical College as a medical assistant and has an A.A.S. in humanities and social sciences from Onondaga Community College. She has a B.S. in wellness management from SUNY Oswego. She is a certified health education specialist and a certified medical assistant through the American Association of Medical Assistants (AAMA). She has practiced as an administrative and clinical medical assistant and has been teaching for OCM BOCES since 2012.

LICENSED PRACTICAL NURSE

CRYSTAL SMITH, MS, RN is the Health Occupations Coordinator at OCM BOCES and holds an A.A.S. in nursing from Cayuga Community College and an M.S. in nursing education from Keuka College.

LEAD INSTRUCTORS:

CAROL VIGLIOTTI, MS, BSN, RN holds a NYS RN license, a B.S. in nursing from Keuka College and an M.S. in health services administration from The New School. She completed her vocational teacher education at SUNY Oswego. She also holds a NYS Permanent Teaching Certificate in Licensed Practical Nursing and Business.

LAURA YEOMANS, BS, RN holds a NYS RN license, an A.A.S. in nursing from Morrisville State and is currently obtaining her master's degree in nursing education from Western Governors University.

CLINICAL INSTRUCTORS:

TERRI GROVES, RN holds an A.A.S. in nursing from St. Joseph's College of Nursing.

MARY GUARDINO, RN holds an A.A.S. in nursing from the Crouse-Irving Hospital School of Nursing.

JASON LABATOS, RN holds an A.A.S. in nursing from Onondaga Community College.

MEGAN NEAR, MS, RN holds an M.S. in nursing from Aspen University

STACY SEVERIN, MS, RN, holds an A.A.S. in nursing from Cayuga Community College and an M.S. in nursing education from SUNY IT.

NICOLE SLEEPER, BS, RN holds a B.S.N. from Western Governors University.

LISA TIMPANO, RN holds an A.A.S. from Morrisville State College and is currently pursuing her B.S.N. at Walden University.

MARK TRUOX, RN, holds an A.A.S. in nursing from Tompkins County Community College.

CHARLENE YOUNG, MS, RN, holds a master's degree in nursing education from LeMoyne College.

PART-TIME CONTINUING EDUCATION CLASSES

CALL 315-453-4600 OR GO TO OCMBOCES.ORG/ADULTED

ART

CHAIR CANING*

Here is your opportunity to restore a chair while developing an appreciation for the beautiful heritage craft of sewing cane. Work on a small piece of your choice. Your piece should be stained and varnished prior to caning. Please, no press-in or rush seats. Storage space is not available for your piece, so please be sure it can be carried back and forth to class. The caning materials can be purchased as a kit from the instructor. Prices depend on size of the project but will begin at around \$45. Supplies will be sold the first night of class. See photos for examples of appropriate projects.

CEART0606Spr1 4/5/18 - 5/3/18
CEART0606Sum1 6/7/18 - 7/5/18
Thursday \$60.00
John LaPointe 5 sessions
6:30 PM - 9:30 PM Main Campus



*CANING CHAIRS

FILM BASICS

In this course, students will gain knowledge to create their own film pieces. Students will learn about treatments, scripting, storyboarding, sound, lighting, blocking and editing. During the course, acting and directing will be discussed. Students will be assigned films to watch at home and later discuss in class. Students will be required to use their own camera to create a short film. All components taught will be required for the final project. There will be informational handouts. Textbook required: Making Movies, by Sidney Lumet (978-0-679-75660-6). Please acquire prior to class.

CEPER0250Spr1 4/3/18 - 5/3/18
CEPER0250Sum1 6/5/18 - 7/12/18
Tuesdays/Thursdays \$195.00
Monea Walker 10 Sessions
6:00PM - 9:00PM Main Campus

DRAWING BASICS

Explore pencil, charcoal, and pastel while drawing simple subjects. Drawing exercises will warm you up and you'll be delighted at your improvement. As you perfect some basic skills, you can begin to work with other media. Supplies required. Please call 315-453-4600 to obtain a supply list.

CEART0655Spr1 3/22/18 - 4/12/18
CEART0655Sum1 6/21/18 - 7/12/18
Thursday \$65.00
Eve Troncone 4 Sessions
6:30 PM - 9:00 PM Main Campus

PAINTING BASICS

Whether you have been a student of art in the past or have never picked up a brush, this class will guide you through everything you need to know to start painting. Discover how to mix colors, how color can set the mood, how to prepare your surface, and techniques for applying paint. You'll be working with acrylic paints on canvas, but the concepts can apply to watercolor, oil, pastel, or decorative painting. Supplies needed. Please call 315-453-4600 to obtain supply list.

CEART0658Spr1 4/19/18 - 5/10/18
CEART0658Sum1 7/19/18 - 8/9/18
Thursday \$65.00
Eve Troncone 4 Sessions
6:30 PM - 9:00 PM Main Campus

PAINTING FOR PLEASURE

The fundamentals of color, design, composition, and techniques used in painting will be covered. Media may include oils, acrylics, and watercolors. Basic drawing and painting experience necessary. Please call 315-453-4600 to obtain a supply list.

CEART0301Spr1 \$65.00
4/5/18 - 4/26/18 **Thursday**
Helga Gilbert 4 Sessions
6:30 PM - 9:00 PM Main Campus

BEGINNING WATERCOLORS & ACRYLICS

This class will include instruction in color mixing, application of watercolor washes, and design concepts. Acrylics will also be used as a water medium. These elements will be used to complete a painting. Basic drawing skills required. Please call 315-453-4600 to obtain a supply list prior to class.

CEART0300Spr1 \$65.00
4/9/18 - 4/30/18 **Monday**
Helga Gilbert 4 Sessions
6:30 PM - 9:00 PM Main Campus

OPEN ART STUDIO

Bring your acrylic paints from the basic art class and take it up a notch. Every week we will have a new still life to paint. Learn more about how to color and stylize your painting. Discover and develop more of your technique with professional instruction in a quiet and relaxing atmosphere.

CEART0663Spri **\$65.00**
4/23/18 - 5/14/18 **Monday**
Eve Troncone **4 Sessions**
6:30 PM - 9:00 PM Main Campus

ABSTRACT PAINTING TO LANDSCAPE

Break loose and begin to explore the wonderful world of the abstract. Work in any medium you'd like, although acrylics are preferred. You'll learn about color and blending, defining a focal point or working without one, light source and white space. Basic painting and drawing supplies required. Please call 315-453-4600 to obtain supply list.

CEART0662Spri **\$65.00**
3/26/18 - 4/16/18 **Monday**
Eve Troncone **4 Sessions**
6:30 PM - 9:00 PM Main Campus

PAINTING WITH ACRYLICS

Learn to blend, shade, and highlight with acrylic paints! You will learn the basic strokes and advance to more complex strokes, blending and mixing colors, and choosing subjects for your work. Come to learn, paint and relax. Basic painting and drawing supplies required. Call 315-453-4600 to obtain a supply list.

CEART0664Spri **\$65.00**
5/17/18 - 6/7/18 **Thursday**
Eve Troncone **4 Sessions**
6:30 PM - 9:00 PM Main Campus

PHOTOGRAPHY IN THE DIGITAL AGE

Get better acquainted with your camera! Improve your photography skills through the creative use of camera functions, exposure, composition, and lighting. Learn to send photos, copy photos to CD, catalogue and much more. Weekly projects will be critiqued as you work on improving your photos. Bring digital (or 35mm) camera and instructions to class.

CEPER0619Spri1 **3/19/18 - 4/23/18**
CEPER0620Spri1 **5/7/18 - 6/18/18**
CEPER0619Sum1 **7/9/18 - 8/13/18**
Monday **\$95**
Al Miles **6 Sessions**
6:00 PM - 8:00 PM Main Campus

BUSINESS

LIFE AS A LANDLORD - LANDLORD TRAINING



This class offers comprehensive training to help anyone owning and operating an investment property. This class will teach you how to operate it to its fullest potential with the least amount of headaches. Topics covered include making the decision, finding a great investment property, finding reliable tenants, taking care of business, landlord/tenant law, getting the tenant moved in, dealing with tenants, maintaining your property, HUD/Section 8, your financial responsibilities, ending rental tenancies, and hiring for a property. The textbook "Life as a Landlord" will be used in class and can be purchased from the instructor in class for \$25. (ISBN:9781549629358)

CESBM1000Spri1 **4/7/18**
CESBM1000Sum1 **7/14/18**
Saturday **\$109.00**
Eric Flynn **1 Session**
Apartment Medic LLS
8:00 AM - 4:00 PM Main Campus

MARKETING/LEASING - LANDLORD TRAINING

This class will teach you how to market your property so that it stands out against the others. We will also review proven "best practices" in leasing while ensuring fair housing compliance. Training manual included in fee.



CESBM1001Spri1 **4/23/18**
CESBM1001Sum1 **7/23/18**
Monday **\$75**
Eric Flynn **1 Session**
Apartment Medic LLS
6:00 PM - 10:00 PM Main Campus

RISK MANAGEMENT/EMERGENCY PROCEDURE LANDLORD TRAINING

This class will discuss how to analyze your property risks and create a more secure environment for residents and employees. Training manual included in fee.



CESBM1002Spri1 **5/14/18**
CESBM1002Sum1 **8/6/18**
Monday **\$75**
Eric Flynn **1 Session**
Apartment Medic LLS
6:00 PM - 10:00 PM Main Campus

EFFECTIVE COMMUNICATION

Effective communication skills are critical in the workplace and at home. They help you reduce stress and become more productive. We will examine communication styles and how culture and perspective affect communication. We will explore effective listening; leadership and management communication issues; and internal communication within a company. We will discuss how to deal with difficult employees or customers and learn ways to prevent conflict through constant and effective communication.

CEBUS0415Spri1	3/20/18 - 3/27/18
CEBUS0415Sum1	6/19/18 - 6/26/18
Tuesday	\$55.00
Leonard Colella	2 Sessions
6:30 PM- 9:00 PM	Main Campus

CONFLICT RESOLUTION IN THE WORKPLACE

Conflict in the workplace seems to be a fact of life. The fact that conflicts exists, however, is not necessarily a bad thing. As long as it is resolved effectively, it can lead to personal and professional growth. By resolving conflict successfully, you can solve many of the problems it has brought to the surface and receive benefits you might not expect. If conflict is not handled effectively, the results can be damaging — teamwork breaks down, people disengage from their work, and talent is wasted. Learn how to stop this downward spiral.

CESBM1903Spri1	5/8/18 - 5/15/18
CESBM1903Sum1	8/7/18 - 8/14/18
Tuesday	\$55
Leonard Colella	2 Sessions
6:30 PM- 9:00 PM	Main Campus

CUSTOMER SERVICE SKILLS

In today's world, providing quality customer service is essential in all organizations and businesses. As a front-line employee, you are usually the first person a potential customer meets, either in person or on the phone. Emphasis will be placed on responding to a customer's needs and incorporating customer service: greeting customers, answering the telephone, transferring a call, message taking, solving problems, and handling complaints. Participants will share customer service experiences and identify key words that lead to either a positive or negative experience.

CEBUS0438Spri1	5/8/18 - 5/15/18
CEBUS0438Win1	7/24/18 - 7/31/18
Tuesday	\$49
Mary Elizabeth Alberts	2 Sessions
6:30 PM- 9:00 PM	Main Campus

THE ABCS OF ACCOUNTING

This class will introduce you to basic accounting skills, the accounting equation—assets, liabilities and owner's equity—and the rules of debits and credits. We will discuss a variety of business entities such as sole proprietorship, partnership, corporation and limited liability company. You will also learn about T-accounts to analyze business transactions as well as the correct terminology for use with accountants. Text required.

CESBM0423Spri1	4/5/18 - 6/7/18
CESBM0423Sum1	6/21/18 - 8/23/18
Thursday	\$139.00
Fred Intondi	10 Sessions
6:00 PM - 8:00 PM	Main Campus

ENTREPRENEURSHIP 101: STEPS TO BUILDING A BUSINESS

This course is designed to help individuals build the necessary skills to become effective leaders and entrepreneurs. In these classes, students are encouraged to consider starting a business based on their passion and purpose, then create a business plan. The goal of the program is to educate, encourage and empower by emphasizing the importance of entrepreneurship and building community. Textbook required and may be purchased from the instructor for \$15 in class.

CESBM0450Spri1	5/7/18 - 6/4/18
CESBM0450Sum1	7/9/18 - 8/1/18
Monday/Wednesday	\$109.00
Dr. Shanelle Reid	8 Sessions
5:30 PM- 8:00 PM	Main Campus

BETTER BUSINESS WRITING FOR TODAY

Create a positive impression with your customers, co-workers and management by learning to produce clear, concise business documents that are both effective and professional. Review spelling, word usage, punctuation and sentence structure needed to correctly write letters, memos, reports, proposals and minutes.

CEBUS0436Spri1	3/27/18 - 4/17/18
CEBUS0436Sum1	6/5/18 - 6/26/18
Tuesday	\$69.00
Mary Elizabeth Alberts	4 Sessions
6:30 PM - 9:00 PM	Main Campus

COMPUTERS

INTRO TO COMPUTERS

Become familiar with computers in a non-threatening setting. In this hands-on class, you will learn about the basic hardware of a PC and become skilled at using a mouse. Learn to create, save and retrieve a file and learn about creating and changing directories and drives. Become familiar with the terms "word processing," "database" and "spreadsheet," among others, and how they relate to your new world of computer literacy. Now using Windows 7. Textbook required. No experience necessary.

CECOM5000Spr1	3/26/18 - 4/16/18
CECOM5000Sum1	6/4/18 - 6/25/18
Monday	\$135.00
Jean Duva	4 Sessions
12:00 PM- 2:30 PM	Main Campus

INTRO TO WINDOWS 7

An easy way to become familiar with the Windows system. Explore the basic features of Windows 7, including the taskbar, desktop, start menu, recycle bin and control panel, along with drag-and-drop and shortcuts. Create folders to manage files and documents. Use Explorer to locate files. Learn about installing or uninstalling hardware, software, plug-and-play and features of Windows. Create, delete, or rearrange icons, and customize your desktop and start menu. Learn about passwords and security within the Windows environment. Prerequisite: Introduction to Computers or equivalent experience. Textbook required. Please bring a flash drive to class.

CECOM5430Spr1	4/23/18 - 5/14/18
CECOM5430Sum1	7/9/18 - 7/30/18
Monday	\$135.00
Jean Duva	4 Sessions
12:00 PM- 2:30 PM	Main Campus

ICLASS FOR IPHONE AND IPAD

Got your new Apple device but not sure about the many things it can do? Here's your chance to learn and play. Topics will include "care and feeding," email, FaceTime, managing calls, messaging and apps! Learn how to find apps, categorize, download and organize. Some tips will be offered on the hottest, newest apps available. We will also discuss connectivity to personal and public networks, practice installing and removing apps, and work with settings to create the environment most pleasing to you. Please bring your iTunes account name and password so you can install apps and books, too!

CECOM9000Spr1	\$39.00
3/27/18	Tuesday
Matthew Roe	1 Session
6:00 PM- 9:00 PM	Main Campus

INTRO TO COMPUTER PROGRAMMING

This introductory course in computer programming is designed for those interested in learning the general concepts behind creating computer software. The objective is to learn pseudo code and flowcharting techniques for developing a software design. These tools can then be used to code actual software in any language desired. Topics include data types; input, processing and output; decision structures and Boolean logic; repetition structures; use of subroutines in the form of modules and functions; validating input; arrays; and file reading and writing. Textbook required and can be purchased prior to class. Must have computer knowledge; no beginners, please.

CECOM6000Spr1	\$399.00
4/12/18 - 6/28/18	Thursday
6:30 PM - 9:30 PM	12 Sessions
Paul Bakke	Main Campus

INTRODUCTION TO FEDORA LINUX

This course will cover how to install Fedora's distribution on Linux and how to configure for personal use. We will go over the features of the GNOME#3 Desktop and other desktop environments (KDE, Cinnamon, etc.). Students will learn how to find and install application software, including non-Fedora repositories, basic shell command, network setup, file structure, and file and printer sharing. DVD software available and can be purchased from instructor for \$5 at class. Basic computer knowledge required.

CECOM6001Spr1	4/9/18 - 4/30/18
CECOM6001Sum1	6/4/18 - 6/25/18
Monday	\$165.00
Paul Bakke	4 Sessions
6:00 PM - 9:00 PM	Main Campus

TCP/IP

This basic network communications class will give students an understanding of the technical concepts that power modern adaptable communications networks. TCP/IP architecture and protocols are used as the prime mover of data on the web. TCP/IP communications is also used in VoIP, video conferencing, cellular data transmission, 4k TV sets, your car, industrial automation, and even some drones. This class covers the stack model of peer-to-peer communications used in a client server model, as well as streaming context. The class will discuss how routing works to deliver a packet from sender to receiver with the TCP and IP layers. Students will experiment with free software tools to view network status and traffic on a local net to gain a better understanding of the technology. Laptops are welcome.

CECOM0950Spr1	4/10/18 - 4/24/18
CECOM0950Sum1	6/12/18 - 6/26/18
Tuesday	\$89.00
Michael Birdsall	3 Sessions
6:30 PM - 9:00 PM	Main Campus

ACCESS® 2016 1

This easy-to-use relational database management system is an excellent way to collect, store and retrieve data for home and business. Access helps users import or create structured tables, forms and reports based on users' designed DB queries. Students will benefit from instructor-led demonstrations and hands-on exercises. Basic database concepts will be discussed. Students must bring a flash drive to move database files. Basic computer knowledge required. Text required.

CECOM5531Spr1 3/27/18 - 4/17/18
CECOM5531Sum1 6/5/18 - 6/26/18
Tuesday \$145.00
Carl Allen 4 sessions
6:30 PM- 9:00 PM Main Campus

ACCESS® 2016 2

Basic computer knowledge and Access Level I required. Text required.

CECOM5533Spr1 4/24/18 - 5/15/18
CECOM5533Sum1 7/10/18 - 7/31/18
Tuesday \$145.00
Carl Allen 4 Sessions
6:30 PM- 9:00 PM Main Campus

INTRO TO AUTOCAD 2016 1

Increase your design and drafting skills using AutoCAD, the computer-aided drafting tool. Gain an understanding of AutoCAD by setting up files; navigating work space; and learning about drawing tools, hot keys, icon buttons, drawing and modifying concepts, orthographic drawings, layers, dimension styles, hatching, Xref and raster images. One computer per student. Prerequisite: Basic computer skills and understanding of basic drafting. Text required.

CECOM5604Spr1 3/17/18 - 4/28/18
CECOM5604Sum1 6/23/18 - 7/28/18
Saturday \$255.00
David Trembley 7 Sessions
8:00 AM- 12:00 PM Main Campus

AUTOCAD 2016 2

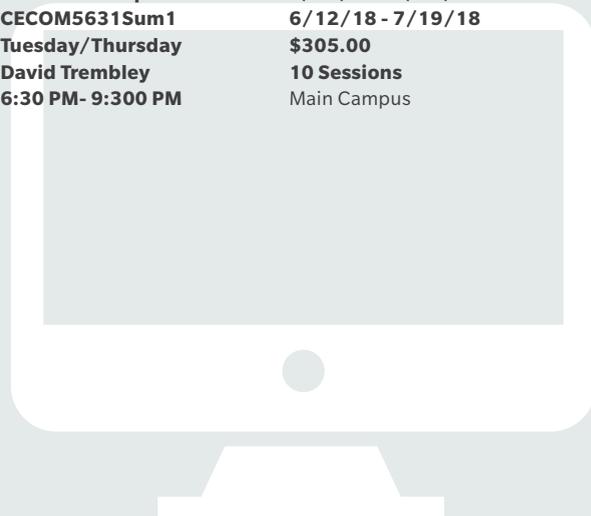
Build on the skills gained in the basic AutoCAD class or elsewhere. Prerequisite: Basic AutoCAD or equivalent experience. Text required.

CECOM5605Spr1 5/5/18 - 6/16/18
David Trembley
8:00 AM- 12:00 PM \$255.00
Saturday
6 Sessions
 Main Campus

INVENTOR 2016

Welcome to the 3D Parametric world! Autodesk Inventor software provides a comprehensive set of 3D modeling and mechanical design tools that allows users to visualize, simulate, and analyze how a design will work under authentic conditions. You will be making geometric constraints and dimensions to the sketch, creating 2D and 2 1/2 D profiles in your drawings. You will also import and export AutoCad files. One computer per student. Please note that this Inventor program should ONLY be taken if you have basic AutoCad experience. Text required.

CECOM5631Spr1 3/27/18 - 4/26/18
CECOM5631Sum1 6/12/18 - 7/19/18
Tuesday/Thursday \$305.00
David Trembley 10 Sessions
6:30 PM- 9:30 PM Main Campus



W.O.W. WORK-OUT WEDNESDAY

Work-Out Wednesdays cover the basics for those in or entering the business world. The swift pace in each eight-hour session allows a large amount of material to be covered. (Class will break for a 1-hour, on-your-own lunch.) Texts required. Computers will be provided for every student.

CLASS INFO

JEAN DUVA,
INSTRUCTOR

MAIN CAMPUS, \$145/SESSION

1 SESSION, WEDNESDAY

9:00AM - 4:00PM

W.O.W WORD® 2016 LEVEL 1

CECOM8000Spr1 3/28/18
 CECOM8000Sum1 6/6/18

W.O.W WORD® 2016 LEVEL 2

CECOM8008Spr1 4/4/18

W.O.W EXCEL® 2016 LEVEL 1

CECOM8004Spr1 4/25/18
 CECOM8004Sum1 6/20/18

W.O.W EXCEL® 2016 LEVEL 2

CECOM8007Spr1 5/2/18

W.O.W ACCESS® 2016

CECOM8001Spr1 4/11/18
 CECOM8001Sum1 6/13/18

W.O.W ACCESS® 2016 LEVEL 2

CECOM8006Spr1 4/18/18

W.O.W POWERPOINT® 2016

CECOM8005Spr1 5/9/18
 CECOM8005Sum1 6/27/18

BUILD A WEBSITE FOR FREE

This practical, hands-on class will give you the opportunity to create a website tailored to your interests. Give yourself the chance to promote your business, create a website for friends or family, or help your local community. You will receive the instruction and materials to build your website and maintain it over time. Basic computer knowledge required. A 3-inch binder is required for the first class.

CECOM0100Spr1 4/11/18 - 5/2/18
CECOM0100Sum1 6/6/18 - 6/27/18
Wednesday \$79.00
Bonnie Strunk 4 Sessions
6:30 PM- 9:00 PM Main Campus

EXCEL® 2016 1

The newest version of this electronic spreadsheet program covers the basics of entering and editing entries, selecting cells and ranges, creating basic formulas and functions, absolute formulas, AutoSum and multiple-sheet workbooks. It also includes modifying columns and row heights, hiding columns and rows, changing text alignment, and printing entire worksheets and worksheet selections. Experience with Windows recommended. Text required. Please bring a flash drive to class.

CECOM5521Spr1 3/21/18 - 4/11/18
CECOM5521Sum1 7/11/18 - 8/1/18
Wednesday \$145.00
Michael Birdsall 4 Sessions
6:30 PM- 9:00 PM Main Campus

EXCEL® 2016 2

Prerequisite: Excel® Level I or equivalent experience. Text required.

CECOM5526Spr1 4/18/18 - 5/9/18
Wednesday \$145.00
Michael Birdsall 4 Sessions
6:30 PM- 9:00 PM Main Campus

EXCEL® 2016 3

Prerequisite: Excel® Level II or equivalent experience. Text required.

CECOM5529Spr1 5/16/18 - 6/6/18
CECOM5529Sum1 7/11/18 - 8/1/18
Wednesday \$145.00
Michael Birdsall 4 Sessions
6:30 PM- 9:00 PM Main Campus

WORD® 2016 1

Learn this unique, user-friendly word processing software. With this new version, discover the ease with which you can create, edit, add and delete graphics, as well as print documents for both the office and home. Prerequisite: Windows experience. Text required.

CECOM5562Spr1 4/2/18 - 4/23/18
CECOM5562Sum1 6/4/18 - 6/25/18
Monday \$145.00
Mary Elizabeth Alberts 4 Sessions
6:30 PM- 9:00 PM Main Campus

WORD® 2016 2

This continuation of Word® 2016 Prerequisite: Word® Level I. Text required.

CECOM5595Spr1 4/30/18 - 5/21/18
CECOM5595Sum1 7/9/18 - 7/30/18
Monday \$145.00
Mary Elizabeth Alberts 4 Sessions
6:30 PM- 9:00 PM Main Campus

INTRO TO PHOTOSHOP®

Learn the basics of photo retouching, manipulation and enhancement in Adobe Photoshop. We start slowly and build up to techniques that allow you to completely transform your photos. Topics covered include: red eye correction, filter applications, color/value manipulation, understanding resolution, resizing photos and deciding the best way to save files. Important details: Adobe Photoshop® CS5 (PC version). Must have basic computer skills.

CECOM5755Spr1 3/28/18 - 5/2/18
CECOM5755Sum1 6/6/18 - 7/18/18
Wednesday \$149.00
Al Miles 6 Sessions
6:00 PM- 8:00 PM Main Campus

INTRO TO QUICKBOOKS® 2017

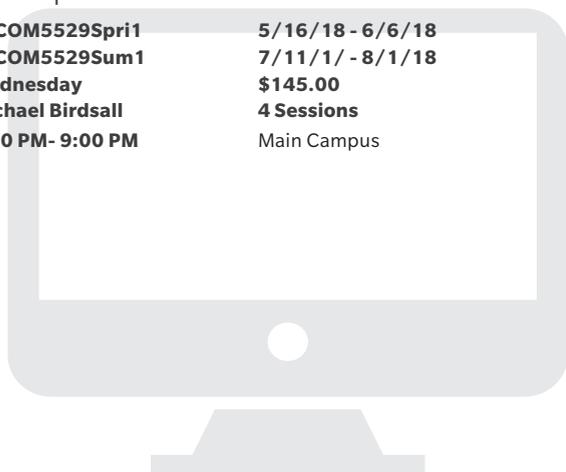
QuickBooks is a software program designed to help small and medium-sized businesses keep their books easily and accurately. Get an introduction to this software package, learn file management tasks and learn the skills to effectively deal with customers, vendors, and banking transactions. Inventory control and payroll functions will also be taught. Basic computer knowledge required. Basic bookkeeping knowledge is a prerequisite. Text required.

CECOM0900Spr1 \$175.00
4/16/18 - 5/21/18 **Monday**
Fred Intondi 6 Sessions
6:00 PM- 8:30 PM Main Campus

QUICKBOOKS® 2017 - ADVANCED

This course expands prior QuickBooks knowledge from Level 1. Basic computer skills and QuickBooks Level 1 required. Text required.

CECOM0903Spr1 \$155.00
6/4/18 - 6/25/18 **Monday**
Fred Intondi 4 Sessions
6:00 PM- 8:30 PM Main Campus



COSMETOLOGY

COLOR YOUR WORLD

Learn how to look younger, healthier and thinner by wearing the correct colors! Bright, beautiful colors surround us everywhere, and their effect on our appearance is amazing. What eye-shadow colors make your eyes pop? What makeup will bring out a healthy, natural glow? The makeup and clothing you choose makes all the difference. Find out how the seasonal color theory works and discover the best colors for you. You will receive a professional and individualized color analysis.

CECOS0422Spri1 **\$49.00**
4/3/18 **Tuesday**
Dianne Stancampiano **1 Session**
6:30 PM - 9:30 PM Main Campus

TRY THIS ON FOR SIZE

Learn your figure type and how clothing can help your diet work through proportional dressing. Few of us have perfect figures, and that's why proportional dressing is so important in creating a successful image. By recognizing and accepting your figure's strengths and weaknesses, you can make adjustments to your wardrobe that will flatter and enhance your looks. Receive a Personal Image Profile, which will recommend wardrobe, makeup, hair and accessories based on computerized results that factor in your physical characteristics, coloring and fashion.

CECOS0450Spri1 **\$59.00**
4/17/18 **Tuesday**
Dianne Stancampiano **1 Session**
6:30 PM - 9:30 PM Main Campus

HOW TO SHOP IN YOUR OWN CLOSET!

Sick of having a closet full of clothes and nothing to wear? Tired of being stressed out over not knowing what to wear, then wasting valuable time and money to buy something for your next big event? This class will offer three key strategies for clearing out the clutter so that you can create space for your perfect wardrobe.

CECOS0455Spri1 **\$49.00**
5/29/18 **Tuesday**
Dianne Stancampiano **1 Session**
6:30 PM - 9:00 PM Main Campus

FACE FIRST! YOUR PERSONAL MAKEOVER

Learn professional tips and tricks for soft finish makeup applications you can use! Does the vast selection of makeup make it difficult for you to decide what is best for you? Learn what's available, what to look for when purchasing makeup, and how to apply it correctly. Find ways to look your very best. Bring your makeup bag or use samples that will be provided.

CECOS0420Spri1 **\$49.00**
3/20/18 **Tuesday**
Dianne Stancampiano **1 Session**
6:30 PM - 9:30 PM Main Campus

TAKE A DEEP BREATH AND SAY SPA

Women have a constant struggle for balance in their daily lives. Juggling home, career and family leaves little time for personal investment. In this class, you can have fun, relax and learn about anti-aging solutions you can use at home. Learn how to take care of your skin with age-specific skin-care treatments and learn how to slow the signs of aging through affordable alternatives to sought-after treatments like microdermabrasion, chemical peels and wrinkle-relief treatments. Perhaps most importantly, you'll learn how to re-create the spa experience at home. Attendees will receive a mini spa kit to take home. All products used in class will be from the BeautiControl line.

CECOS0453Spri1 **\$59.00**
5/1/18 **Tuesday**
Dianne Stancampiano **1 Session**
6:30 PM - 9:00 PM Main Campus

WORK, WEEKEND, WOW!

There's a different you for everything you do in your life. Whether you're heading to the office or heading out for a night on the town, make it easy to "get the look" for all the women you can be — your Work, Weekend, WOW! Find out which colors and styles bring out inner beauty. Simply answer a few quick questions and viola! Every student will receive makeup tips for Work, Weekend and WOW, plus a professional brush set that includes must-have professional quality makeup application tools. Products by BeautiControl.

CECOS0454Spri1 **\$59.00**
5/15/18 **Tuesday**
Dianne Stancampiano **1 Session**
6:30 PM - 9:00 PM Main Campus

CULINARY

COOKING 101 - KITCHEN BASICS

This class is designed specifically for the beginning cook who has little or no cooking experience! Over a three-week period, we will focus on beginner knife skills, basic cooking definitions and basic cooking techniques. This class will give you the skills you need to prepare simple recipes with success. If you've ever had the desire to learn to cook, this class is for you!

CEEAT0101Spri1 **\$159.00**
3/28/18 - 4/11/18 **Wednesdays**
6:00 PM - 9:00 PM **3 Sessions**
Michael Fitzgerald Thompson Road Campus

COOKING 102 - BASIC MEAL PREPARATIONS

This class follows Cooking 101 to expand your basic cooking skills and ultimately prepare full-course meals, from soup to dessert. By the end of this class, you will be able to impress anyone with your cooking skills and tackle almost any recipe with success. This class is also great if you already have some basic cooking skills and want to expand your knowledge base.

CEEAT0102Spr1 **\$159.00**
4/18/18 - 5/2/18 **Wednesdays**
6:00 PM- 9:00 PM **3 Sessions**
Michael Fitzgerald Thompson Road Campus

ESSENTIAL OILS IN THE KITCHEN

In this two-session class, learn how to incorporate essential oils in delicious treats. The recipes are super easy to follow! In our first session, we will make guilt-free peppermint brownies, along with a delectable lavender hot chocolate. For our second session, we will be preparing lemon-blueberry mini muffins, accompanied by a warm spiced apple cider.

CEEAT0520Spr1 **\$89.00**
3/15/18 - 3/22/18 **Thursday**
Joanne Bisesi **2 Sessions**
6:00 PM- 8:00 PM Thompson Road Campus

COOKING AND EATING LOCAL

Learn about the local food system you live in during this two-class mini-series. We will discuss the what and how for eating whole, local farm food. Together we will map out where and what farms are available. Learn about local farms that follow organic standards, treat and raise animals humanely, and practice sustainable agriculture. Topics include recipes, storage techniques, nutritional highlights, cost analysis, tricks of advertising and food additives. We start off with an informative session that includes samples and a recipe demo. We end with a cooking class that includes a three-course meal using ingredients sourced from local farms.

CEEAT0550Spr1 **\$89.00**
3/29/18 - 4/5/18 **Thursday**
Lela Niemetz **2 Sessions**
6:30 PM- 8:30 PM Thompson Road Campus

BREAKFAST COOKING WITH YOUR CHILD

We'll do all the processing needed to conjure up a scrumptious breakfast. We will make pancakes and an egg-and-bacon/sausage meal. Once complete, we will sit down to a harvest-style meal. Coffee and juices will be provided, so come out with family and friends for some food and fun. Price includes one adult and one child. (Child must be 10 years of age or older.) Class held at 6456 Collamer Road, East Syracuse.

CEEAT0510Spr1 **5/26/18**
CEEAT0510Sum1 **7/21/18**
Saturday **\$89.00**
Eve Troncone **1 Session**
9:00 AM- 11:30 AM Eve's Carriage Barn

A TASTE OF THE SOUTH Y'ALL!

We will prepare chicken fried steak with milk gravy, collard greens, Hoppin' John, b-b-q pork sandwich with pickled onions, shrimp "Po' boy" sandwich, fried green tomatoes with pimento cheese sauce and chocolate chip pie with ice cream. You will have a great time testing and tasting in this class. Y'all will also be given online resources and challenge recipes to try at home.

CEEAT0431Spr1 **\$69.00**
5/9/18 **Wednesday**
6:00 PM- 9:00 PM **1 Session**
Michael Fitzgerald Thompson Road Campus

COOKING WITH KIDS

This class will foster the desire of any child who has an interest in the culinary arts. In this class, we will make a hot dog salad, chicken noodle soup, chicken cordon bleu, twice-baked potatoes, creamy macaroni and cheese, homemade meatball sandwiches and a strawberry trifle for dessert. This class is for children 10 years and up with an accompanying adult. Tuition includes adult and child.

CEEAT0424Spr1 **\$89.00**
4/5/18 **Thursday**
Michael Fitzgerald **1 Session**
6:00 PM- 9:00 PM Thompson Road Campus

COOKING WITH KIDS - DESSERTS

This class is designed for 7- to 15-year-old children with an accompanying adult. This is a fun way to bond with a child and experience some great one-on-one time as you both prepare some very tasty desserts. We will make chocolate mousse cupcakes, mixed berry tarts, almond bread, strawberry whipped cream cake, chocolate chip pie and apple cheesecake strudel bars. Get ready to have a really sweet time! Class is limited to eight groups of two.

CEEAT0600Spr1 **\$89.00**
5/24/18 **Thursday**
Michael Fitzgerald **1 Session**
6:00 PM- 9:00 PM Thompson Road Campus

MORE COOKING WITH KIDS

This class is a continuation of the original "Cooking with Kids" course with new recipes that are a bit more difficult than the previous ones. In this class, we will prepare homemade chili with corn bread, shrimp scampi over pasta, Beef Wellington with a brown sauce, chocolate cream pie, sausage with potato and roasted red pepper salad and stuffed pork chops. This class is limited to eight groups of two.

CEEAT0602Spr1 **\$89.00**
5/30/18 **Wednesday**
Michael Fitzgerald **1 Session**
6:00 PM- 9:00 PM Thompson Road Campus

A NIGHT ON THE BAYOU

In this class, we will take a tour of Louisiana with its Cajun and Creole dishes. We will prepare a traditional jambalaya, deviled crab cakes, shrimp and andouille pot pies, stewed corn and tomatoes with okra, chicken and sausage gumbo, Creole shrimp and a chocolate yummy, which is sure to please.

CEEAT0432Spr1 **\$69.00**
5/17/18 **Thursday**
Michael Fitzgerald **1 Session**
6:00 PM- 9:00 PM Thompson Road Campus

DID SOMEONE SAY OKTOBERFEST?

In this class, we will prepare all those German classics that will bring you straight to the Black Forest. We will make German potato salad with bacon dressing, sautéed pork chops with sweet and sour red cabbage, bratwurst with apples, onions and sauerkraut, chicken in riesling, Wiener Schnitzel with herbed spaetzle in brown butter, and a classic apple strudel.

CEEAT0429Spr1 **\$69.00**
5/10/18 **Thursday**
Michael Fitzgerald **1 Session**
6:00 PM- 9:00 PM Thompson Road Campus

VOILA! AN EVENING OF FRENCH FOOD

The flavours of France will be explored in this class of classic French dishes. In this class, we will prepare an onion tart, haricot verts and red onion salad, ratatouille, steak au poivre, chicken chasseur, Coquilles St Jacques, and to finish it off — coffee-caramele crème brûlée. A votre sante!

CEEAT0911Spr1 **\$69.00**
4/19/18 **Thursday**
Michael Fitzgerald **1 Session**
6:00 PM- 9:00 PM Thompson Road Campus

IT'S ALL GREEK TO ME!

Explore the Mediterranean flavors of Greece as we prepare an orzo, feta and tomato salad, pork gyros with tzatziki sauce, Greek pasta and sausage casserole, spanakopita, chicken with olives and feta, spicy baked shrimp and a delicious baklava to finish off the meal. Food, fun and laughter will fill the room as we cook and eat together.

CEEAT0436Spr1 **\$69.00**
5/23/18 **Wednesday**
6:00 PM- 9:00 PM **1 Session**
Michael Fitzgerald Thompson Road Campus

MEXICAN COOKING - OLÉ!

We will head south of the border for a spicy night of fun food! We will make chiles rellenos, baked Mexican rice, Mexican corn, Mexican seafood sauté with avocado and mango, chicken and cheese enchiladas with tomatillo and green chile sauce, fish tacos with salsa and churros with Mexican chocolate sauce!

CEEAT0430Spr1 **\$69.00**
5/3/18 **Thursday**
6:00 PM- 9:00 PM **1 Session**
Michael Fitzgerald Thompson Road Campus

MEDITERRANEAN COOKING

We will make chicken gyros with cucumber salsa and tzatziki sauce, red potatoes with olives, feta and mint lamb meatballs, Turkish pork kabobs, bisteeya, a chicken-filled pastry, baba ghanoush with pita chips and vasilopita for dessert. By the end of the night, you will feel like you just left a cruise of the Mediterranean.

CEEAT0433Spr1 **\$69.00**
5/16/18 **Wednesday**
6:00 PM- 9:00 PM **1 Session**
Michael Fitzgerald Thompson Road Campus

SPANISH COOKING

Light, fresh and fragrant flavors with a hint of spice are what you will discover in this class. We will prepare a smoky Spanish tomato soup, beef with cabrales, salad sevillana, Spanish crusted roast pork loin, wilted kale and potato sauté, seafood paella and Spanish rice pudding to end the night on a sweet note.

CEEAT0427Spr1 **\$69.00**
4/12/18 **Thursday**
Michael Fitzgerald **1 Session**
6:00 PM- 9:00 PM Thompson Road Campus

MAMA'S BEST MEATBALLS

Not everyone could make a great meatball – until now. The instructor will share her mama's delicious recipe. Bring an appetite and be ready to roll! Classes are held at 6456 Collamer Road, East Syracuse.

CEEAT0440Spr1 **3/28/18**
CEEAT0441Spr1 **5/2/18**
CEEAT0440Sum1 **6/6/18**
CEEAT0441Sum1 **7/11/18**
Wednesday **\$45.00**
Eve Troncone **1 Session**
6:00 PM- 9:00 PM Eve's Carriage Barn



NOW "THATSA" NICE SAUCE

In this class, we will make three different sauces: a red sauce with fresh tomatoes, a butternut squash sauce, and an olive oil sauce infused with garlic. All of these sauces are great with pastas, dipping, or even for soups! Tasting will be done with pastas and bread provided. Come with an appetite and get ready to sauce it up! Class held at 6456 Collamer Road, East Syracuse.

CEEAT0500Spri1 4/4/18
CEEAT0500Sum1 6/13/18
CEEAT0501Spri1 7/18/18
Wednesday \$45.00
Eve Tronccone 1 Session
6:00 PM - 9:00 PM Eve's Carriage Barn

BUTTERNUT SQUASH SOUP

Always in abundance, butternut squash is a great addition to your list of favorite soups. Served with fresh bread and a harvest salad, turn this soup into a meal. Discussion on wine pairings also available. Classes are held at 6456 Collamer Road, East Syracuse.

CEEAT0450Spri1 3/21/18
CEEAT0450Sum1 8/15/18
Wednesday \$45.00
Eve Tronccone 1 Session
6:00 PM - 9:00 PM Eve's Carriage Barn

TOMATO BASIL SOUP

Turn a classic tomato soup into a super spectacular new favorite! With homegrown tomatoes and a little love, this will be your new go-to soup. Served with fresh bread and a harvest salad, turn this soup into a meal. Discussion on wine pairings also available. Classes are held at 6456 Collamer Road, East Syracuse.

CEEAT0451Spri1 5/16/18
CEEAT0451Spri1 8/8/18
Wednesday \$45.00
Eve Tronccone 1 Session
6:00 PM - 9:00 PM Eve's Carriage Barn

INTRO TO CAKE MAKING & DECORATING

Learn the skills for making and baking the perfect cake! This four-week course will give you step-by-step instructions and everything necessary for baking your first cake and presenting an enviable product. Our experienced instructor, who is Wilton-certified, will walk you through the process of making perfect icing and proper piping techniques to create lines, shapes, lettering, borders, flowers and more. You will quickly learn just how easy it is to make a perfect cake for any occasion. Please call 315-453-4600 to obtain your supply list prior to class.

CECAK0973Spri1 \$59.00
4/18/18 - 5/9/18 **Wednesday**
Traci Regan **4 Sessions**
6:30 PM - 9:00 PM Thompson Road Campus

MORE CAKE DECORATING: INTRO TO ROYAL ICING & FONDANT/GUM PASTE

Explore even more decorating techniques as this Wilton-certified instructor teaches you the skills of royal icing. Get ready to impress your family and friends with a perfectly decorated dessert with breathtaking flowers and basketweave design. Prerequisite: Introduction to Cake Decorating. Please call 315-453-4600 to obtain supply list prior to class.

CECAK0974Spri1 \$59.00
5/16/18 - 6/6/18 **Wednesday**
Traci Regan **4 Sessions**
6:30 PM - 9:00 PM Thompson Road Campus

DESIGNER SUGAR COOKIES - FLOOD STYLE

In this one-day class, you will learn how to create designer frosted sugar cookies, otherwise known as "flooded" sugar cookies. Each class will concentrate on the holiday of the month. At least six cookies will be provided for students to decorate. Some cake decoration experience preferred but not necessary. Supplies needed for class. Please call 315-453-4600 or email sweet.stuff.confecctions@gmail.com to obtain the list.

CEBAK0001Spri1 4/12/18 Spring
CEBAK0002Spri1 4/26/18 Spring
CEBAK0001aSpri1 5/3/18 Summer
CEBAK0002Sum1 5/17/18 Summer
Thursday \$40.00
Traci Regan 1 Session
6:30 PM - 9:00 PM Thompson Road Campus

DRIVER'S ED

DRIVER EDUCATION*

This Driver Education program consists of 24 hours of classroom instruction and 24 hours of vehicle instruction. Driving times are assigned during non-classroom hours and weekends. Driving groups consist of four students per vehicle. Drive-time instruction is provided in cooperation with Able II Driving School. All students must be 16 years old before the first class and must bring proof of age to the first class. To obtain a Certificate of Completion, attendance is required for all classroom and driving sessions. Please call or send your registration in early as class size is limited. Textbooks must be purchased when tuition is paid. Textbook will be handed out at first class.

*Available only for high school students

CEXNS0902Spri1 4/5/18 - 6/12/18
 Cicero North Syracuse High School **Tues - Thurs**
CECAR0201Spri1 4/4/18 - 6/13/18
 Baker High School **Mon - Wed**
5:30 PM - 7:00 PM **18 Sessions**
Frank Cutie \$549.00
Registration Spring deadline: March 23, 2018

(See more dates on next page.)

CECAR0201Sum1 \$549.00
 7/9/18 - 8/1/18 Mon - Fri
 10:30 AM - 12:00 PM 18 Sessions
 Baker High School Frank Cutie

CEXNS0902Sum1 \$549.00
 7/9/18 - 8/1/18 Mon - Fri
 8:00 AM - 10:00AM 18 Sessions
 Cicero North Syracuse High School Frank Cutie

CECAR0200Sum1 \$549.00
 7/9/18 - 8/17/18 Mon, Wed, Fri
 5:30 PM - 7:00 PM 18 Sessions
 Main Campus Shelly Hilts
 Registration Summer deadline: June 28, 2018



5-HOUR PRE-LICENSING COURSE*

Participants must sign up before the day of class. No walk-ins accepted. Please bring your permit and a pen or pencil to class. **You must have your permit with you the day of class.** Every candidate for a driver's license who has not taken an approved driver education course must take this course. At the completion of this class, you will be issued the certificate you need to take a driving test.

*Available only for high school students

CEWHS0091Spr1 4/24/18
CEWHS0092Spr1 5/15/18
CEWHS0093Spr1 6/12/18
 Tuesday \$40.00
 Jeffrey Baird 1 Session
 3:00 PM - 8:00 PM Westhill High School

CEXNS0904Spr1 4/19/18
CEXNS0905Spr1 6/7/18
 Thursday \$40.00
 Jeffrey Baird 1 Session
 3:00 PM - 8:00 PM C-NS High School

ENGLISH

EMPOWERED FOR SUCCESS: THE STUDENT'S GUIDE TO ACADEMIC EXCELLENCE

This course is designed to empower students for success. Empowered students operate in a state of excellence and strive to develop their academic skills and abilities through self-awareness and skill acquisition. Empowered students successfully apply their enhanced skills and abilities to other academic settings and situations, thereby increasing independence and self-sufficiency. Textbook required and may be purchased from instructor for \$15 in class.

CEENG1850Spr1 3/27/18 - 4/19/18
CEENG1850Sum1 6/5/18 - 6/28/18
 Tues/Thurs \$99.00
 Dr. Shanelle Reid 8 Sessions
 5:30 PM - 8:00 PM Main Campus

MAKING MORE OF STORY TIME

Reading to your children has never been more important! The tools you will take from this class will enable you to make the most out of story time with your child. This course is taught by a certified NYS elementary school teacher. The class is designed to help parents of elementary and pre-school children understand the changes in the NYS English Language Arts (ELA) Common Core standards. Please feel free to bring a children's book from home.

CEENG1834Spr1 \$35.00
 4/17/18 Tuesday
 Suzanne Desantis 1 Session
 6:00 PM - 8:30 PM Main Campus

FINANCIAL

PARENT'S GUIDE TO COLLEGE FINANCIAL AID

Michael Zoli, a certified college planner, will walk you through the steps to maximize your financial aid and get the most money from colleges. Topics covered include navigating the admission process, maximizing need and merit-based aid, obtaining scholarships and grants, and how to succeed with college applications. Second parent may attend for free.

CEFIN0803Spr1 3/27/18 - Tuesday
CEFIN0803Sum1 7/18/18 - Wednesday
 \$29.00
 Michael Zoli 1 Session
 6:30 PM - 8:30 PM Main Campus

AFFORDABLE CARE ACT: AN OVERVIEW

This class will cover the history of health care and what led to the creation of the ACA. Topics include Social Security, Medicaid, Medicare, private insurance, past spending structures of health care, past nationwide coverage statistics and reasons some could not be covered. It will cover other failed health-care attempts and discuss the implementation of the ACA changes, expansion to Medicaid, changes to private insurance, effects on businesses, effects on individuals, defining the exchanges, premium credits, and projected funding challenges.

CEFIN1181Spr1 \$29.00
 5/3/18 - 5/10/18 Thursday
 Carl Forte 2 Sessions
 6:00 PM - 8:00 PM Main Campus



BACK TO BLACK: CREATING A DEBT-FREE LIFE

Do you want to live a debt-free and stress-free lifestyle? Learn how you, on your current income, can become completely debt-free, including being free from your home mortgage, in five to seven years! Using simple linear math, critical path technology demonstrates how to eliminate debt and become financially independent. Please bring your list of debts so you can begin to implement your plan immediately. A workbook fee of \$5 is payable in class.

CEFIN0828Spr1 3/27/18
CEFIN0828Sum1 6/12/18
Tuesday \$29.00
Lee Livermore 1 Session
6:30 PM- 9:30 PM Main Campus

BUILD YOUR FINANCIAL HOUSE

Is it time to put your financial house in order? Learn how to set goals to achieve your dreams. You'll understand key concepts to plan for retirement, pay off credit card or loan debts efficiently, build savings for education, protect your income and much more.

CEFIN0011Spr1 4/12/18
CEFIN0011Sum1 6/21/18
Thursday \$19.00
Mike Rienhardt 1 Session
6:30 PM- 8:30 PM Main Campus

HOW MONEY WORKS

Learn the three root causes of financial problems along with an overview of the "Rule of 72," the D's of successful investing, credit card traps, debt payoff, life insurance and much more. Understanding these concepts can have an incredible impact on your personal finances. Here is where you can learn and take control.

CEFIN0009Spr1 3/29/18
CEFIN0009Sum1 6/7/18
Thursday \$19.00
Mike Rienhardt 1 Session
6:30 PM- 8:30 PM Main Campus

INVESTMENT BASICS

We will review the different types of investments available as well as the potential risk and return associated with each. We will also discuss allocation strategies and how to build an appropriate investment portfolio based on several factors, including risk tolerance, time horizon and personal financial situations. A workbook is provided.

CEFIN0901Spr1 4/19/18
CEFIN0901Sum1 7/12/18
Thursday \$29.00
Mary Ann Pierce 1 Session
6:30 PM- 7:30 PM Main Campus

INVESTING AT RETIREMENT

Over the next few years, more than 82 million people in the United States will be entering retirement. Are you one of them? Whether you're retiring now or a few years down the road, make sure you're on track to live the retirement of your dreams. No matter where you are, you can learn how to avoid the mistakes so many others make when you are armed with this simple, yet powerful retirement information.

CEFIN0013Spr1 5/10/18
CEFIN0013Sum1 7/26/18
Thursday \$19.00
Mike Rienhardt 1 Session
6:30 PM- 8:30 PM Main Campus

INVESTING SUCCESS

Americans today are investing a record-low percentage of their income. At the same time, traditional methods of funding retirement have been in jeopardy. Do you want to turn the tide and be prepared for your financial future? If so, come and learn these critical concepts: understanding the market; the "Rule of 72"; top problems facing most investors; three factors to protect against; mutual funds, annuities and IRAs; and the three D's of successful investing.

CEFIN0012Spr1 \$19.00
7/12/18 **Thursday**
Mike Rienhardt 1 Session
6:30 PM- 8:30 PM Main Campus

LONG-TERM CARE WORKSHOP

Who will step in to help when you can't do things that you've always done for yourself? How will the care that's needed impact the ones you love? What have you already done to protect against the consequences of death, disability, or long-term care, and how do commitments change over the years? We will review: what causes the need for extended care; the emotional and physical impact on the caregiver; financial consequences of needing care; what pays for the care; how having a plan protects those you love; common objections; and myths of planning.

CEPER0212Spr1 4/11/18
CEPER0212Sum1 6/20/18
Wednesday \$25.00
Brian Winchell CLTC 1 Session
6:30 PM - 8:30 PM Main Campus

SHARE THIS
CATALOG WITH
FRIENDS AND
FAMILY SO THEY
CAN ENJOY A
BOCES CLASS!

MEDICARE PRINCIPLES

This course involves a careful examination of Medicare principles, other Medicare insurance plans, awareness of the late-enrollment penalties and options for controlling costs. Emphasis will be placed on development of basic principles and knowledge of what Medicare Advantage plans are, Medicare supplements, and prescription drug plans. This course also covers how to get additional health and prescription drug coverage for veterans and those on SSDI (disability). You will learn about the enrollment process, the initial seven-month enrollment period and how the Medicare enrollment periods work. This is an informational class to educate persons who are getting ready to retire, are approaching age 65, or who are 65 and older and looking for options.

CEFIN1180Spr1 4/10/18
CEFIN1180Spr1a 6/5/18
CEFIN1180Sum1 7/17/18
Tuesday \$39.00
Theresa Cangemi 1 Session
6:30 PM- 8:30 PM Main Campus

RETIREMENT BASICS

This is a one-hour session to discuss questions many of us have, including: When and how would I like to retire? For how long should I plan? How will I fund my retirement? A workbook is provided to each participant.

CEFIN0900Spr1 4/5/18
CEFIN0900Sum1 6/21/18
Thursday \$29.00
Mary Ann Pierce 1 Session
6:30 PM- 7:30 PM Main Campus

2 YOUNG 2 RETIRE: RE-DEFINING RETIREMENT

Retirement—the long-sought goal of previous generations—is mostly irrelevant for this generation. We now have the good fortune to choose from different and evolving models for work, play, relationships, and life with more meaning and purpose. This engaging and thought-provoking session will examine the changing nature of retirement. We are in a unique place to design the work, leisure and lifestyle that fits us best, and we will explore how those aged 50+ can develop a clear vision for purposeful and satisfying post-career options.

CEPER0900Spr1 4/24/18
CEPER0900Sum1 7/17/18
Tuesday \$35.00
Lee Livermore/Leslie Rose McDonald 1 Session
6:30 PM- 8:30 PM Main Campus

WOMEN & MONEY

Women face unique financial challenges, and we will spend this hour focusing on how women may position themselves to better achieve financial security for themselves and their families. A workbook will be provided to each participant.

CEFIN0902Spr1 3/1/18
CEFIN0902Sum1 8/9/18
Thursday \$29.00
Mary Ann Pierce 1 Session
6:30 PM- 7:30 PM Main Campus

MARRIAGE AND MONEY: SETTING UP YOUR FINANCIAL HOUSE

Everyone looks forward to their honeymoon, but what about the “moneymoon?” Whether you are getting married or have been married for decades, come and learn. Creating a few simple programs in your relationship can lead to nuptial and financial bliss in the long run! Plan for the unexpected and eliminate debt. As a couple, create a total financial strategy. (Spouse or partner are admitted free of charge.)

CEFIN0820Spr1 \$19.00
5/24/18 Thursday
Mike Rienhardt 1 Session
6:30 PM- 8:30 PM Main Campus

SEWING/HOME/GARDEN

INTRODUCTION TO QUILTING*

What is quilting? Fat quarters, jelly rolls and layer cakes? No! This is not a cooking class but a basic class to start your quilter’s journey. At the first class, we will discuss basic quilting tools to begin a sampler quilt. You will need a sewing machine in good working order and knowledge to use it. Please bring the owner’s manual and basic quilting tools. You will also need to purchase a text and some basic quilting supplies. These will be shown and discussed at the first class. Please be aware that these basic supplies may cost up to \$50 but can be used in future projects. Supplies and sewing machine are not needed for the first class.

CESEW0681Spr1 2/28/18 - 3/21/18
CESEW0681Spr1a 5/2/18 - 5/23/18
Wednesday \$65.00
Robin Brennan 4 Sessions
6:00 PM - 8:30 PM Thompson Road Campus

* Quilt that will be made in the above class.



QUILTING COURSE 2*

This class will build on the basic knowledge you learned in Introduction to Quilting. We will begin an actual project or complete the sampler quilt you may have begun in Course 1. Supply list and pattern will be given at registration. Plan to begin your project on the first night. Planning, cutting and construction will take place on subsequent classes with completion by the end of the course. You will learn more valuable tips for completion for this and future projects. Prerequisite: Introduction to Quilting or previous quilting experience.

CESEW0681ASpri1 4/5/18 - 4/26/18
CESEW0681ASpri1a 5/24/18 - 6/14/18
Thursday \$65.00
Robin Brennan 4 Sessions
6:00 PM - 8:30 PM Thompson Road Campus



* Quilt that will be made in the above class.

PAINTING YOUR HOME 101: PAINT LIKE A PRO

Learn to paint like a pro from a pro! This class will teach you the proper steps to prepping, patching, and finishing painting different substrates in and outside your home. This course will be hands-on. Learn how to brush trim, wall edges, and inside corners for a straight line. Continue to roll to achieve a smooth finish. A Benjamin Moore sales representative will come to answer any questions you might have about their products. A color fan deck will also be available to use.

NEW!

CEHOM4000Spr1 4/18/18 - 5/2/18
CEHOM4000Sum1 7/11/18 - 7/25/18
Wednesday \$99.00
Sean Severance 3 Sessions
6:00 PM - 8:00 PM Main Campus

CLEANING WITHOUT TOXINS

The chemicals we breathe and come into contact with on a daily basis affect our health. Do you know what's in your household cleaners? What's safe? What's not? Discover how to clean with less cost and no toxins. Compare DIY cleaners with buying green. Make your home a safer place.

CEHOM3000Spr1 5/2/18
CEHOM3000Sum1 7/25/18
Wednesday \$45.00
Chris Taylor 1 Session
6:00 PM - 8:00 PM Main Campus

DECLUTTER & KEEP YOUR HOME ORGANIZED

Is your cluttered home driving you crazy? Do you have trouble parting with sentimental items? Are you struggling to set up storage and filing systems that work? If any of this sounds familiar, this class is for you! You will learn how to manage emotional attachments to things, optimize storage in your home with low-cost ideas, and set up systems to keep your home clutter-free. Let go of the stuff that is weighing you down and make space for what really matters with this information-packed course.

CEHOM2000Spr1 4/11/18 - 4/25/18
CEHOM2000Sum1 8/1/18 - 8/15/18
Wednesday \$59.00
Carrie Luteran 3 Sessions
6:30 PM - 8:00 PM Main Campus

PRINCIPLES OF GARDENING & LANDSCAPING

Understanding plants and their relationship with the environment is key to growing healthy plants, eco-friendly gardening and sustainable landscaping. In this class, you will get an overview of plant anatomy and physiology, soil testing, soil amendments, beneficial insects, pest management and proper plant selection for site conditions. You will not only learn good gardening and landscaping practices, but why they work and how they can reduce your costs and maintenance efforts and benefit the environment.

CEFLO0802Spr1 4/14/18
Saturday \$45.00
Pamela Wildridge 1 Session
9:00 AM - 12:00 PM Main Campus

LAWN CARE DO'S AND DON'TS

If your lawn needs help, this class is for you. You will learn proper seed selection, soil enhancement, maintenance and repair of your lawn, and how to identify and manage common weeds, pests and diseases. Prerequisite: Principles of Gardening and Landscaping.

CEFLO0805Spr1 4/28/17
Saturday \$45.00
Pamela Wildridge 1 Session
9:00 AM - 12:00 PM Main Campus

NATIVE PERENNIAL & HABITAT GARDENING

Go native—local wildlife depends on it. Learn the key components to designing a native perennial flower, butterfly or bird-friendly garden. We will discuss the importance of native gardens to local wildlife and ways your corner of the world can support pollinators, butterflies, birds, native plants, and other wildlife. Prerequisite: Principles of Gardening and Landscaping.

CEFLO0806Spr1 5/12/18
Saturday \$45.00
Pamela Wildridge 1 Session
9:00 AM - 12:00 PM Main Campus

USING TREES & SHRUBS IN YOUR LANDSCAPE

Trees and shrubs are often used as windbreaks, privacy, shade, focal points and essential elements in borders and foundation beds. Learn how to select the right tree or shrub, properly plant and prune them, and identify and manage common tree/shrub diseases and invasive pests such as Emerald Ash Borer and Hemlock Woolly Adelgid. Prerequisite: Principles of Gardening & Landscaping.

CEFLO0809Spr1 5/19/18
Saturday \$45.00
Pamela Wildridge 1 Session
9:00 AM- 12:00 PM Main Campus

REDESIGNING A GARDEN BED OR BORDER

Do you have a garden bed or border that's looking a bit tired or in need of an update? In this class, we will streamline the process by providing some basic design tips and techniques to help you assess your garden space and remake it in your very own style. You will learn how to use color and black-and-white photos to help you evaluate your current garden so you can identify the problem areas and develop solutions. Please bring several 8x11 photocopies (color and black-and-white) of the garden bed or border you want to redesign—images taken during the growing season, which is when plants have emerged and are growing. Also bring marking pens, paper and pen.

CEFLO0700Spr1 \$55.00
5/15/18 - 5/22/18 Tuesday
Margaret Hebblethwaite 2 Sessions
6:30 PM- 8:30 PM Main Campus

LANGUAGES

INTRODUCTION TO FRENCH

Join a lively study of conversational French for the beginner. Textbook required.

CELNG1824Spr1 4/3/18 - 6/5/18 (10 sessions, \$135)
CELNG1824Sum1 7/10/18 - 8/28/18 (8 sessions, \$105)
Tuesday
Kathy Ackermann
6:00 PM- 8:00 PM Main Campus

FRENCH LEVEL 2

Text required.

CELNG1825Spr1 4/5/18 - 6/7/18
CELNG1825Sum1 7/12/18 - 8/30/18
Thursday \$135.00
Kathy Ackermann 10 Sessions
6:00 PM- 8:00 PM Main Campus

AMERICAN SIGN LANGUAGE LEVEL I

This basic course is intended for those with no experience with American Sign Language. Students will learn everyday signs, grammar, fingerspelling, numbers and deaf culture. The course will be taught with minimum voicing but with visual and printed hand outs. There will be a final exam. A text is suggested if students do not have internet access.

CELNG1800Spr1 3/19/18 - 4/11/18
CELNG1800Sum1 6/18/18 - 7/16/18
Mon/Wed \$129.00
Jim Skvorak 8 Sessions
6:15 PM- 8:15 PM Main Campus

AMERICAN SIGN LANGUAGE LEVEL II

Continuation of ASL I. Prerequisite: Passing score on the ASL I exam or permission of instructor.

CELNG1802Spr1 \$129.00
4/16/18 - 5/9/18 Mon/Wed
Jim Skvorak 8 Sessions
6:15 PM- 8:15 PM Main Campus

AMERICAN SIGN LANGUAGE LEVEL III

This course will utilize the grammar and signs learned in ASL I & II. The course will consist of stories, games and exercises to enhance the student's skills. There will be no voicing. Signs generated from the students' stories will be incorporated in the curriculum. Students scoring well on their evaluation will have developed community social signing skills. Prerequisite: Passing score on the ASL II exam or permission of instructor.

CELNG1804Spr1 \$129.00
5/14/18 - 6/11/18 Mon/Wed
Jim Skvorak 8 Sessions
6:15 PM- 8:15 PM Main Campus

CONVERSATIONAL SPANISH

An introduction to the Spanish language with conversation, reading, writing and some elements of the culture included. Text required.

CELNG1808Spr1 \$135.00
4/16/18 - 6/25/18 Monday
6:00 PM- 8:00 PM 10 Sessions
 Main Campus



MEDICAL

INFECTION CONTROL STANDARDS

OCM BOCES is certified to provide the required coursework for Infection Control Standards, per the NYS Education Department and the Department of Health. This program will help licensed, registered and/or certified health professionals understand principles of blood-borne pathogen transmission in the workplace. It covers infection control and principles and professional standards of practice. Includes informational packet and certificate of completion.

CEMED1172Win1	3/10/18
CEMED1171Spr11	4/14/18
CEMED1172Spr11	6/2/18
CEMED1171Sum1	7/21/18
CEMED1172Sum1	8/25/18
Saturday	\$59.00
Lynn Hollowell	1 Session
8:30 AM - 12:00 PM	Main Campus

NCLEX-PN REVIEW

This is an intensive 10-week review course to prepare participants for the licensing exam. A general review along with test-taking strategies will be discussed. Review topics will include: basic nursing skills, pharmacology, infection control, adult medical-surgical nursing, mental health nursing, care of children, and maternal newborn nursing. Text required. Participants should purchase their text prior to the first class and should expect homework.

CEMED1111Spr11	4/11/18 - 6/13/18
CEMED1111Sum1	6/20/18 - 8/29/18
Wednesday	\$165.00
Lynn Hollowell	10 Sessions
6:00 PM - 8:30 PM	Main Campus

PHLEBOTOMY TECHNICIAN CERTIFICATION

For persons in the medical field, this certification program is approved by the National Phlebotomy Association. Topics include the role of the phlebotomist, patient identification, suitability of specimens, collection equipment, interfering substances, venipuncture and capillary puncture techniques, test requisitioning, specimen transport, specimen processing and quality assurance in phlebotomy. Anatomically correct arms are used in class; there is no clinical with this class. Testing for NPA certification will be given at the final session. The testing fee of \$130 is required by the third class meeting. Student must be in scrubs for the NPA exam. Text required. **Prerequisite: LPN, EMT, CNA, RN, MA and have proof of certification and currently working in the medical field. This class DOES NOT OFFER A CLINICAL.**

CEMED1145Spr11	4/4/18 - 6/6/18
CEMED1145Sum1	6/20/18 - 8/29/18
Wednesday	\$369.00
Karen Henchen	10 Sessions
5:30 PM - 8:30 PM	Main Campus

PERSONAL DEVELOPMENT

TIME MANAGEMENT

If you have made a resolution to GET ORGANIZED, this is the place to get started. Establish your priorities and watch how effectively you can accomplish all the necessary tasks of day-to-day business as well as reaching short- and long-term goals. Effective time management involves numerous ways of organizing time, optimization tips and techniques, and management systems. Begin here and learn how easily you can accomplish everything.

CEPER1736Spr1	5/29/18 - 6/5/18
CEPER1736Sum1	7/17/18 - 7/24/18
Tuesday	\$55.00
Leonard Colella	2 Sessions
6:00 PM - 8:00 PM	Main Campus

HEALTHY LIVING TODAY

Have you been wondering where your confidence, energy, fitness and vitality have gone? Come join us and find the tools you need to manifest more energy, lose weight and feel comfortable and confident in your body. Healthy living is not just for athletes, pop stars and supermodels—these clean-living techniques can be adapted to your individual needs, whatever your circumstances. Face life's challenges with renewed positivity and enthusiasm. Ditch the junk food and give yourself a boost of energy. In this class, you will learn to become your best and healthiest you.

CEPER0705Spr1	5/15/18 - Tuesday
CEPER0705Sum1	6/27/18 - Wednesday
	\$45.00
Carlene Maloney CCHC, AADP	1 Session
6:30 PM - 9:00 PM	Main Campus

SUGAR BLUES - HOW TO AVOID AND REVERSE TYPE 2 DIABETES

Do you have Type 2 Diabetes or PreDiabetes? Does diabetes run in your family? Are you committed to avoiding this dangerous disease that can lead to heart disease, kidney disease and blindness? The good news is that the vast majority of Type 2 Diabetes cases are lifestyle-induced and can be reversed with a healthier lifestyle. Come learn what you can do to avoid or reverse diabetes. This class is FUN, interactive and memorable.

CEPER0950Spr1	4/12/18
CEPER0950Sum1	6/14/18
Thursday	\$49.00
Suzanne Taddeo	1 Session
Certified & Registered Dietician/Nutritionist	
6:30 PM - 8:30 PM	Main Campus

ESSENTIAL OILS IN THE KITCHEN

In this two-session class, learn how to incorporate essential oils in delicious treats. The recipes are super easy to follow! In our first session, we will be making guilt-free peppermint brownies, along with a delectable lavender hot chocolate. For our second session, we will prepare lemon-blueberry mini muffins accompanied by a warm spiced apple cider.

CEEAT0520Spr1 **\$89.00**
3/15/18 - 3/22/18 **Thursday**
Joanne Bisesi **2 Sessions**
6:00 PM - 8:00 PM Thompson Road Campus

WEIGHT LOSS SOLUTIONS AND LIFESTYLE

With Transition Lifestyle Solutions, it's all about what works for you. The only limits in TLS are those you put on yourself. You will learn about making healthy choices, identifying new foods and getting your metabolism operating in a higher gear. We will have guest presenters address stress, exercise and nutrition. Students will also learn how to read food labels. This is a low glycemic impact approach, with no calorie counting or points. We will learn how to eat clean and make good choices but also enjoy the food we love. Students will also focus on fat loss, not weight loss.

CEPER0400Spr1 **4/17/18 - 4/24/18**
CEPER0400Sum1 **7/10/18 - 7/17/18**
Tuesday **\$45.00**
Lucretia Hudzinski **2 Sessions**
6:30 PM - 8:30 PM Main Campus

CLEAN EATING: 21 DAY FOOD CHALLENGE!

It takes 21 days to form a habit. What are your daily food habits saying about you? Challenge yourself by committing to this class and following a clean-eating approach for 21 days. You can lose weight, feel better and change your life. I know, I have lost 150 pounds. I will teach you tools, strategies and skills to change your mindset about food. Are you willing to accept this challenge, get out of your comfort zone and start living a better life? Students can purchase the required workbook for \$7 from the instructor at the first class.

CEEAT0420Spr1 **3/27/18 - 4/10/18**
Tuesday **\$65.00**
Angela D'Amico **3 Sessions**
6:00 PM - 8:30 PM Main Campus



STALKING: AWARENESS, EDUCATION & PREVENTION

This class will educate and empower you about the dangers of stalking. All facets of stalking will be explored: who, what, where, when, why and how. We will also discuss stalking and the law, case examples and the impacts of stalking. This course is great for mental/physical health professionals, teachers, parents and executives, though all people can benefit from this knowledge.

CEPER0750Spr1 **4/4/18 - Wednesday**
CEPER0751Spr1 **5/21/18 - Monday**
CEPER0750Sum1 **6/26/18 - Tuesday**
CEPER0751Sum1 **8/8/18 - Wednesday**
Stefania Ianno **1 Session - \$45.00**
6:00 PM - 9:00 PM Main Campus

BRAIN FOOD: EATING FOR A HEALTHY MIND

We all fear losing our mental capacities, but did you know that, according to research, we can reduce our risk of dementia by 90% through a healthy diet and lifestyle? These changes will save you time and money as you reap the benefits of better mental and physical health. Change is possible! Come learn how to keep your mind sharp!

CEPER0952Spr1 **5/10/18**
CEPER0952Sum1 **7/19/18**
Thursday **\$49.00**
Suzanne Taddeo **1 Session**
Certified & Registered Dietitian/Nutritionist
6:30 PM - 8:30 PM Main Campus

CAREGIVER SUPPORT SESSIONS - WHAT SIDE OF THE SANDWICH ARE YOU ON?



These group sessions are designed to help you get your life unstuck and much more under control. YES YOU CAN. These sessions are packed with solutions you can use immediately. We are here to help you care for yourself as you give required care to any loved one. Our selected topics include sleep, nutrition, anger management, frustration and guilt. All can be tweaked to provide solutions that fit your current situation. Supervised care may be available during sessions. Please call the registration office for availability at 315-453-4600.

CEPER0550Spr1 **4/3/18 - 4/17/18**
CEPER0550Sum1 **7/10/18 - 7/24/18**
Tuesday **\$55.00**
Ida Gregoire, RSM **3 Sessions**
6:30 PM - 8:30 PM Main Campus

AGING GRACEFULLY

Are you getting better with age? Do you want to feel healthier, stronger and have more energy? Would you like to widen your social circle? This class will teach you this and more. I will teach you how to transform your mindset: What you believe, you can achieve. Small daily steps will cause a shift. This course is for adults 50 years old and up. Give this course to yourself or someone else as a gift for a better life.

CEPER0721Spr1 5/10/18 - 5/24/18
Thursday \$65.00
Angela D'Amico 3 Sessions
6:00 PM - 7:30 PM Main Campus

YOU DESERVE TO BE HAPPY

Join this two-hour presentation and learn about the habits that support the biochemistry of happiness. Discover a natural state of peace and joy no matter what's going on in your life. You will be introduced to a powerful seven-step process to raise your physical, emotional and mental energy. The presentation is based on the work of Cindy McGinley, transformational life coach and licensed facilitator, and Marci Shimoff, the author of "Happy for No Reason."

CEPER0210Spr1 \$45.00
4/18/18 **Wednesday**
Cindy McGinley 1 Session
6:00 PM - 7:30 PM Thompson Road Campus

YES, YOU CAN!

Your thoughts determine your actions. What are your goals? Do you feel stuck? Do you desire more? If you are not sure how to obtain or sustain momentum, this seminar will teach you tools to move in the direction of your dreams. Action is the agent that will make a difference for you. In order to get something different, you will need to do something. NOTHING is IMPOSSIBLE. Step out of your comfort zone to become more than you thought possible.

CEPER0703Spr1 3/1/18 - 3/15/18
Thursday \$65.00
Angela D'Amico 3 Sessions
6:00 PM - 8:30 PM Main Campus

BECOME WHO YOU ARE MEANT TO BE!

In today's society, no one seems to be good enough. There is an external pressure to be perfect and happy at all times which results in the breakdown of many major systems within an individual's internal world. There is a rush to conclude, "Something must be wrong with me!" Let's change the narrative you use to describe who you are. In three weeks, you will begin to remember who you are, where you came from and where you are going! Workbook can be purchased from instructor on first night for \$10.

CEPER0450Spr1 4/12/18 - 4/26/18
CEPER0450Sum1 6/14/18 - 6/28/18
Thursday \$65.00
Roseanne Olszewski 3 Sessions
6:00 PM - 8:00 PM Main Campus

RESISTING THE RESISTANCE!

Resisting the Resistance is a continuation of the skills learned in the class, "Become Who You are Meant to Be!" In this section, you will develop methods, tools, and skills to break through any resistance that is keeping you from achieving your best self. Through dialogue, exercises and journaling, you will learn how to adapt to changes in your life with grace, surrender to change with acceptance, and ease into the next phase of your life. Workbook can be purchased from instructor on first night for \$10.

NEW!

CEPER0451Spr1 5/10/18 - 5/24/18
CEPER0451Sum1 7/12/18 - 7/26/18
Thursday \$65.00
Roseanne Olszewski 3 Sessions
6:00 PM - 8:00 PM Main Campus

GETTING PAID TO TALK, MAKING MONEY FOR OUR VOICE

Have you ever been told that you have a great voice? This exciting class will explore numerous aspects of voiceover work for television, film, radio, audiobooks, documentaries and the internet. We will cover how to prepare a demo, how to be successful, and how to earn a great income in this exciting field. Class participants will have a chance to record a commercial script under the direction of our voicecoaches.com producer. We have created a new, web-accessible page with detailed information about class content, answers to common questions, and general information about the voice acting field. Go to voicecoaches.com.

CEPER1975Spr1 4/19/18
CEPER1975Sum1 5/31/18
CEPER1975SumA 8/2/18
Creative Voice Development 1 Session
Thursday \$45.00
6:30 PM - 9:00 PM Main Campus

INTRODUCTION TO ESSENTIAL OILS & AROMATHERAPY

Are you fascinated by the use of aromatherapy using essential oils? Do you love walking into a spa and finding a wonderful aroma in the air? This class will introduce you to the use of essential oils, including safe use, blending and dilution guidelines, aromatherapy recipes and the therapeutic benefits of essential oils. Charlene Dahl is a licensed massage therapist and has worked as a certified aromatherapist for more than eight years. Learn how essential oils can be used therapeutically for the cold/flu season, hay fever, skin care, digestive health, and emotional and physical symptoms. Each student will have the opportunity to create 1 ounce of oil blend to take home.

CEPER0702Spr1 4/9/18
CEPER0702Sum1 7/9/18
Monday \$65.00
Charlene Dahl 1 Session
6:00 PM - 8:30 PM Main Campus

ADVANCED ESSENTIAL OILS & AROMATHERAPY

You will be building on what you learned in the Introduction class. We will be adding more oils to blend and learning how to blend therapeutically. You will also be able to take a blend home with you. Prerequisite: Intro to Oils and Aromatherapy.

CEPER0718Spr1	5/7/18
CEPER0718Sum1	7/16/18
Monday	\$65.00
Charlene Dahl	1 Session
6:00 PM - 8:30 PM	Main Campus

METAPHYSICS OF LOVE - THE JOURNEY TO MEET SELF

In this inspirational and empowering course, based on instructor Dennis Cole's "Metaphysics of Love" four-CD set and book, we will shed light on the deeper meaning of our life, love and relating experiences. Through lecture and Q&A, we will weave together the best of spiritually-channeled information with transpersonal astrology to create a synergism for self and spiritual knowledge. This course can help you find more clarity about your intended life focus—your soul's "game plan"—before incarnating! We'll reveal empowering tools for creating an even more harmonious life of joy and unconditional love.

CEPER1701Spr1	\$65.00
5/3/18 - 5/17/18	Thursday
Dennis Cole	3 Sessions
7:00 PM - 9:00 PM	Main Campus

INTRO TO THE MELT METHOD WORKSHOP

Experience changes in how your body feels after performing MELT. This all-levels workshop will use specialized soft rollers and small MELT Hand and Foot Treatment Balls to simulate the results of manual therapy. Learn to eliminate stuck stress before it accumulates, causing chronic aches, pains and unwanted signs of aging. Reduce inflammation, ease chronic neck and lower back strain, improve alignment, enhance athletic performance, and keep your whole body feeling great at any age. Bring a yoga mat to class.

CEPER0630Spr1	3/19/18 - Monday
CEPER0630ASpr1	3/29/18 - Thursday
CEPER0630Sum1	6/4/18 - Monday
CEPER0630ASum1	6/14/18 - Thursday
Susan Giegold	\$35.00
6:00 PM - 8:00 PM	1 Session
	Main Campus

MELT BY THE BOOK SERIES

In this three-week class, you will learn all of the moves from the book, "The MELT Method." Learn how to identify where you have stuck stress in your body. Improve your body sense and core stability. Learn techniques to rehydrate the tissues of your body for greater ease of motion, as well as safely and effectively decompress your neck and lower back. These techniques will help your body feel better. You will learn how to put it all together so you can maintain a MELT practice at home. Bring a yoga mat to class.

CEPER0631Spr1	5/17/18 - 5/31/18 - Thursday
CEPER0631Sum1	8/6/18 - 8/20/18 - Monday
Susan Giegold	\$65.00
6:00 PM - 8:00 PM	4 Sessions
	Main Campus

MELT METHOD HAND & FOOT WORKSHOP

Come to a MELT Hand and Foot Treatment Introduction Workshop and experience changes in how your body looks and feels. Learn simple self-treatments you can do at home to remain active, healthy, and pain-free. Erase pain and tension in your hands, feet, neck, and lower back.

CEPER0632Spr1	4/2/18 - Monday
CEPER0632ASpr1	6/18/18 - Monday
CEPER0632Sum1	6/25/18 - Monday
CEPER0632ASum1	6/28/18 - Thursday
Susan Giegold	\$35.00
6:00 PM - 8:00 PM	1 Session
	Main Campus

MELT FOR LOW BACK PAIN WORKSHOP

Chronic back pain is exhausting and frustrating, and it can keep you from doing the things you love—even from getting a good night's sleep. No matter what brought on your back pain, you can learn how to help your body heal and rediscover pain-free living at any age. Learn how to return the body to a more ideal state and release the compression on your spine from your neck to your lower back. Please bring a yoga mat to class.

CEPER0634Spr1	4/16/18 - Monday
CEPER0634ASpr1	4/26/18 - Thursday
CEPER0634Sum1	7/9/18 - Monday
CEPER0634ASum1	7/19/18 - Thursday
Susan Giegold	\$35.00
6:00 PM - 8:00 PM	1 Session
	Main Campus

SHARE THIS
CATALOG WITH
FRIENDS AND
FAMILY SO THEY
CAN ENJOY A
BOCES CLASS!

MELT FOR RUNNERS WORKSHOP*

Running can be a great workout, but the repetitive stress can be hard on your body. Learn how to reduce the wear-and-tear on your joints, as well as the risk of common injuries that can keep you sidelined. Find out how to increase mileage and run more efficiently without hurting your body. MELT is a simple self-treatment technique that directly affects the part of your body commonly stressed during running—your connective tissue. Whether you run for short or long distances, the MELT Hand & Foot treatment balls and soft foam roller can help you get more out of your runs, reduce damage to the body, lower the risk of injury and speed your recovery time. Bring a yoga mat to class.

CEPER0635Spr1 4/30/18 - Monday
CEPER0635ASpr1 5/10/18 - Thursday
CEPER0635Sum1 7/23/18 - Monday
CEPER0635ASum1 8/2/18 - Thursday
Susan Giegold \$35.00 1 Session
6:00 PM - 8:00 PM Main Campus

MODERN ASTROLOGY

Modern Transpersonal Astrology can serve as a tool for self and spiritual knowledge. It can also help us to better understand and accept self and others, thus to consciously attract and create more enjoyable relating experiences. SYNASTRY is that branch of Astrology that can reveal relationship potentials. This course does not require any knowledge of astrology, but we will discuss some useful, interesting information. We can co-create where to focus information by way of lecture, Q&A and your personal relating interests. The in-depth information in this course, backed by useful tools for creating consciously rewarding relationships, can empower any of us into more joyful life and unconditional, loving relating experiences!

CEPER1700Spr1 \$65.00
4/5/18 - 4/19/18 Thursday
Dennis Cole 3 Sessions
7:00 PM - 9:00 PM Main Campus

TAROT: A KEY TO BETTER UNDERSTANDING

Learn how to read the Tarot for yourself and others. The Tarot also can be used for meditation and self-discovery. The origin of the Tarot, the difference between the major and the minor arcana, and the individual meaning of each card will be discussed. You will learn how the Tarot relates to the four seasons, different types of people, the elements of the earth, and numerology. Different layouts or methods of casting the cards will be examined. A textbook fee of \$10 is collected by the instructor at the first class.

CEPER1724Spr1 5/29/18 - 6/12/18
CEPER1724Sum1 8/7/18 - 8/21/18
Tuesday \$55.00
Ron Cain 3 Sessions
7:00 PM - 9:00 PM Main Campus

FINDING YOUR PSYCHIC SELF

This overview course will introduce you to the mysterious world of the psychic sciences. Develop your intuitive abilities using meditation, hypnosis and dream interpretation. Learn New Age methods and age-old divination techniques, such as numerology, color analysis, card reading, palmistry and dowsing (pendulum reading). You will also discover the psychic connection between sun-sign astrology, Chinese astrology and Native American totems. You will learn about auras and chakras and how to balance mind, body and spirit. A textbook fee of \$10 is collected by the instructor at the first class.

CEPER1720Spr1 3/27/18 - 4/10/18
CEPER1720Sum1 7/10/18 - 7/24/18
Tuesday \$55.00
Ron Cain 3 Sessions
7:00 PM - 9:00 PM Main Campus

EXPLORING THE SUPERNATURAL

Fans of "The X-Files" and similar shows can become investigators of the strange and supernatural. Learn to become a cryptozoologist as you investigate strange creatures and their phenomena. Find out how Bigfoot is different from the Abominable Snowman. Decide for yourself if the Loch Ness monster and other sea creatures are real. A \$10 materials fee will be collected by the instructor at the first class.

CEPER1718Spr1 \$55.00
5/1/18 - 5/15/18 Tuesday
Ron Cain 3 Sessions
7:00 PM - 9:00 PM Main Campus

"I CHING": ANCIENT PATHWAY TO YOUR INNER GUIDANCE

The "I Ching," or "Book of Changes," is rooted in ancient Chinese history. It contains perspectives of Taoism and Confucianism and has been consulted for sage advice and inner guidance for millennia. To obtain guidance for your question, it's helpful to become clear on what you really want to know. First there's a need to construct a hexagram, or six-line figure, which is looked up in a "Book of Changes" (available in class). Your Inner-Being's response is there for your intuitive inner guidance. When we're open and centered, the responses are amazingly accurate! There's more to this and how it can serve to bring about clarity as a reliable companion and spiritual growth mentor. The beauty of this binary system is that you can begin to learn how to consult the I Ching in these two classes, through Q & A and actual practice with your personal questions.

CEPER1704Spr1 \$55.00
6/7/18 - 6/14/18 Thursday
Dennis Cole 2 Sessions
7:00 PM - 9:00 PM Main Campus

KARMA & REINCARNATION

In this class, we will explore the concept of Karma & Reincarnation, what they are and the history of these concepts around the globe. This will include the history and philosophy of the pre-existence of the soul, eastern and western views, and how these beliefs and ideas have changed through history. We will also briefly discuss past lives, what part of our consciousness survives death and continues into other lifetimes, and how our past lives affect our lifetime.

CEPER0713Spr1 **\$35.00**
5/9/18 **Wednesday**
Virginia Waldron **1 Session**
6:30 PM - 8:30 PM Thompson Road Campus

DIVINE GUIDANCE - ANGELS AND GUIDES

What exactly are Angels, where do they come from, and how do they help me? Who are my spirit guides—do I have one, how do I know? Even when we feel we are alone, we are not. We all have guides and angels who walk beside us, help us if we allow and always send us love and acceptance. How do we communicate with them and ask for guidance? To explore these questions and more, join us for this multi-media class, filled with images of angel guides, demons, Archangels, animal guides, and much more.

CEPER0712Spr1 **\$55.00**
4/4/18 - 4/11/18 **Wednesday**
Virginia Waldron **2 Sessions**
6:30 PM - 8:30 PM Thompson Road Campus

INTRODUCTION TO MEDITATION

The first stage of meditation is to reduce mental distractions so we can clear and calm our minds. This can be accomplished by practicing a simple breathing meditation. If we practice patiently, we will gradually find it a very easy and natural process to allow ourselves to let go of stress and focus on the daily routine. This level of quiet breathing meditation is only a preliminary stage of meditation, but it can be quite powerful. So much of the stress and tension we experience comes from our mind, and many of the problems we experience, including ill health, are caused or aggravated by this stress. No special tools are needed, just a few moments of time and the intention to find a better way to live your life. Virginia Waldron is a Certified Consulting Hypnosis and Certified Hypnosis Instructor through the National Guild of Hypnotists.

CEPER0715Spr1 **\$35.00**
4/25/18 **Wednesday**
Virginia Waldron **1 Session**
6:30 PM - 8:30 PM Thompson Road Campus

YOUR SOUL'S JOURNEY

Where are we when we are not incarnated in human body? What kind of experiences do we have when we are in the spiritual realms? This class is based on the work of Dr. Michael Newton, author of "Journey of Souls" and "Destiny of Souls." Dr. Newton focused his work on exploring what we, as souled beings, experience when we are not in a human incarnation. Virginia Waldron is certified in Dr. Newton's techniques, known as Life Between Lives Regression.

CEPER0707Spr1 **\$35.00**
5/30/18 **Wednesday**
Virginia Waldron **1 Session**
6:30 PM - 8:30 PM Thompson Road Campus

INTRO TO SHAMANISM & SHAMANIC HEALING

Learn about Shamanism as a spiritual practice, where the word "shaman" originated, how long people have been practicing shamanism, which ancient cultures practiced shamanism, and which modern cultures still do. Find out why shamanism is often referred to as a "path of direct revelation" and discover why it is considered a spiritual path that can be practiced in harmony with most belief systems.

CEPER0209Spr1 **\$45.00**
3/28/18 **Wednesday**
Cindy McGinley **1 Session**
6:30 PM - 8:30 PM Thompson Road Campus

YOU DESERVE TO BE HAPPY

Join this two-hour presentation and learn about the habits that support the biochemistry of happiness. Discover a natural state of peace and joy, no matter what's going on in your life. You will be introduced to a powerful 7-step process to raise your physical, emotional and mental energy. The presentation is based on the work of Cindy McGinley, transformational life coach and licensed facilitator, and Marci Shimoff, author of "Happy for No Reason."

CEPER0210Spr1 **\$45.00**
4/18/18 **Wednesday**
Cindy McGinley **1 Session**
6:30 PM - 8:30 PM Thompson Road Campus

INTRODUCTION TO THE PRINCIPLES OF REIKI

What is Reiki? Learn about the energy used in Reiki, how it works and how it is used. This is a great introduction for those who are curious about Reiki.

CEPER0501Spr1 **3/20/18**
CEPER0501Sum1 **6/12/18**
Tuesday **\$45.00**
Chris Taylor **1 Session**
6:00 PM - 8:00 PM Main Campus

ENERGY WORK WITH ANIMALS

Learn the many benefits of doing energy work with your animals, including general wellness, compulsive behaviors (barking/meowing, whining, chewing) and fear-related behaviors. Animals have eight energy centers (chakras) that are associated with both emotions and physical attributes. Learn where they are and how to use them to improve your pet's well-being.

CEPET0001Spr1 3/21/18
CEPET0001Sum1 6/6/18
Wednesday \$45.00
Chris Taylor 1 Session
6:00 PM - 8:00 PM Main Campus

SAFELY USING ESSENTIAL OILS WITH DOGS

Essential oils can be helpful in supporting many situations, such as calming fear and anxiety, preventing injury and infection, promoting skin care and more. Learn how to use essential oils on your dog safely. We will be using Young Living Essential Oils that may be purchased at www.essentialoilsbychris.com.

NEW!

CEPET0002Spr1 4/4/18
CEPET0002Sum1 6/20/18
Wednesday \$45.00
Chris Taylor 1 Session
6:00 PM - 8:00 PM Main Campus

LIVING WITH A TIMID OR FEARFUL DOG

Living with a timid or fearful dog can be heartbreaking and frustrating. But it can also be filled with love, patience and rewards. In this class, you will learn to understand your dog's body language, find the triggers that cause stress and discover several methods of alleviating that stress. Learn steps toward a calmer, more confident dog.

CEPET0003Spr1 4/18/18
CEPET0003Sum1 7/11/18
Wednesday \$45.00
Chris Taylor 1 Session
6:00 PM - 8:00 PM Main Campus

RECREATION**"JAZZ" CAN BE FUN!**

This course is designed to introduce students to the various style of jazz, from its beginnings to present day — styles that include early jazz (New Orleans style), blues, ragtime, swing, bebop, cool jazz, free jazz, rock, avant-garde, and fusion. Critical listening skills and discussion skills will also be deployed during this course. Suggested text: "Jazz 101: A Complete Guide" (ISBN: 978-0786684847). Purchase on your own.

NEW!

CEREC1100Spr1 3/20/18 - 3/27/18 **Tuesday**
CEREC1100Sum1 6/4/18 - 6/11/18 **Monday**
Victor Vallo 2 Sessions
6:00 PM - 8:00 PM \$45.00 Main Campus

AMERICA'S BOATING COURSE

Plan to learn before you get on the water. This course includes an introduction to types of boats, boating law, boat safety equipment, safe boating practices, navigation, trailering and storage. Also included will be conversations regarding boating problems, including accidents, rescue, emergency radio calls and engine problems. You will be well-prepared before you take that first step into the water. This course is taught by the U.S. Power Squadron. Participants will purchase a coursework book from the instructor at the first class for \$35. Final exam will be given at the last class.

CEREC2010Spr1 3/28/18 - 4/25/18
Wednesday \$39.00
James Sharpe, U.S. Power Squadron 5 Sessions
6:00 PM - 8:00 PM Main Campus

BEGINNER SCUBA DIVING

This entry-level course provides three phases of training. You are introduced to the underwater world through academic studies, pool experiences, and open water training. Use of scuba equipment included. Upon completion, students will receive certification by the Professional Association of Diving Instructors (PADI). Text and personal diving equipment extra. Please contact instructor Scott Edick or Aquatic World for details and cost. Classes held at Aquatic World, 114 Kreisler Road, North Syracuse.

CEREC1400Spr1 3/28/18 - 5/2/18
CEREC1400Sum1 6/6/18 - 7/18/18
Wednesday \$295.00
Scott Edick 6 Sessions
6:00 PM - 9:00 PM Aquatic World

DRONES & R/C MODEL AVIATION

This introductory level class will give you the "right stuff" to enter the high-flying world of model aviation! Drones seem to be everywhere, and we will explore their roles for the hobbyist and beyond. Learn the basics of radio control systems, propulsion, model selection, craftsmanship and maintenance/repair of your models. Experience all model types from helicopters to quadcopters, indoor flyers to giant scale models. No model purchase is necessary prior to class.

CEREC0604Spr1 3/21/18 - 4/11/18
CEREC0604Sum1 7/11/18 - 8/1/18
Wednesday \$55.00
Joe Chovan 4 Sessions
6:00 PM - 8:00 PM Main Campus

BALLROOM DANCING - BASIC

Be the hit on the dance floor at your next social event! Discover new opportunities for fun and exercise as you develop your skills in social ballroom dancing. Features most popular dances including the foxtrot, cha-cha, waltz, swing and rumba. No partner necessary. \$135 per couple or \$75 for a single.

CEREC1280Spri1 **\$135.00**
3/22/18 - 4/26/18 **Thursday**
Walt Medicis Associates **6 Sessions**
7:00 PM - 8:30 PM Alternative Building

BALLROOM DANCING - INTERMEDIATE

Continue your social ballroom dance skills to learn more new steps and variations. Includes some additional focus on partnering and styling. In addition to the foxtrot, cha-cha, waltz, swing, and rumba, some tango and polka may be introduced. No partner necessary. Price is \$135 per couple, \$75 per single.

CEREC1283Spri1 **\$135.00**
5/3/18 - 6/7/18 **Thursday**
Walt Medicis Associates **6 Sessions**
7:00 PM - 8:30 PM Alternative Building

COUNTRY TWO-STEP

The "Country Two-Step" is the most fun dance for country music-loving folks. With its constant rhythm of quick and slow dance moves, it's easy to learn and remember. There are several more moves and dance positions to share with a partner as you move around the dance floor. Sign up with someone; a partner is needed.

CEREC1285Spri1 **\$75.00**
3/21/18 - 4/11/18 **Wednesday**
Walt Medicis Associates **4 Sessions**
7:00 PM - 8:30 PM Alternative Building

"MORE" COUNTRY TWO-STEP

The "Country Two-Step" is the most fun dance for country music-loving folks. Keep the rhythm going with this second level of Country Two-Step.

CEREC1286Spri1 **\$75.00**
4/18/18 - 5/9/18 **Wednesday**
Walt Medicis Associates **4 Sessions**
7:00 PM - 8:30 PM Alternative Building

EAST COAST SWING DANCE

Big band, rock, oldies or country—no matter what type of music you like, you can dance the swing to it! Swing is faster, more energetic, and done as a one-count or two-count rock step. In this class, you will learn basic steps, spins and turns to get you up and dancing to your favorite tunes. Partners are recommended although not required. Class fee is per person.

CEREC1260Spri1 **\$75.00**
5/16/18 - 6/6/18 **Wednesday**
Walt Medicis Associates **4 Sessions**
7:00 PM - 8:30 PM Alternative Building

BEGINNER LINE DANCING

Join us for moderate exercise and lots of fun! Whether you are a beginner wanting to learn the steps to the popular line dances or an avid follower of this dance form, you'll have fun as you practice the steps in a relaxing atmosphere. Be sure to wear comfortable clothing and shoes (no sneakers, please!) and be ready to dance away. Water bottle also suggested.

CEREC1272Spri1 **\$85.00**
3/21/18 - 4/25/18 **Wednesday**
Diane Lochner-Bilecki **6 Sessions**
6:30 PM - 8:00 PM Alternative Building

"MORE" LINE DANCING

Continue to improve your steps while the benefits of this fun exercise begin to show! Learn some new and more advanced steps along with a fun-filled review of all the dance steps from the Level 1 class. Again, wear comfortable clothing and smooth-soled shoes.

Prerequisite: Line dancing, no beginners please.

CEREC1273Spri1 **\$85.00**
5/2/18 - 6/6/18 **Wednesday**
Diane Lochner-Bilecki **6 Sessions**
6:30 PM - 8:00 PM Alternative Building

BELLY DANCING

A creative, feminine alternative to aerobics — a delightful, low-impact cardiovascular workout that offers a variety of movement while creating figure 8s, circles, spirals, undulations and vibrations throughout the body. Belly dancing is great exercise for all women of any size or age. Please wear loose-fitting clothes. Bare feet required.

CEREC1261Spri1 **4/12/18 - 5/17/18**
CEREC1261Sum1 **6/7/18 - 7/12/18**
Thursday **\$85.00**
Pam McGrath, Maya Studio **6 Sessions**
7:15 PM - 8:15 PM Main Campus

BEGINNER ADULT KARATE/SELF-DEFENSE

We will cover the basic elements of karate and self-defense: blocks, kicks, punches and stances. We will also focus on flexibility, balance and overall mental wellness, as well as proper eating. Karate uniforms available for purchase on site from the instructor. This class will be taught at the Salt City Karate & Kick Boxing facility at 1900 Brewerton Road, Mattydale.

CEREC1000Spri1 **4/9/18 - 5/14/18**
CEREC1000Sum1 **7/9/18 - 8/13/18**
Monday **\$85.00**
Jeffrey Bertolo, Salt City Karate **6 Sessions**
6:00 PM - 7:00 PM Salt City Karate

KRAV MAGA (SELF DEFENSE)

Krav Maga is the official hand-to-hand combat system of the Israeli Defense Forces. It is also the preferred system for U.S. military and law enforcement personnel. Krav Maga is based on simple principles and instinctive movements. This reality-based system is designed to teach self-defense in the shortest possible time. Learn to defend against common chokes, grabs and bear hugs, as well as weapons. Just as important, we teach people to function during the stress and shock of a sudden, violent encounter. Krav Maga's practical approach to self-defense will make you safer and more secure. This class is for students 14 years and up. Location is Clay Commons, 8075 Oswego Rd, Liverpool.

CEREC1005Spr1 4/6/18 - 5/11/18
CEREC1005Sum1 6/8/17 - 7/13/18
Friday \$85.00
Jim Munger 6 Sessions
7:00 PM - 8:00 PM

Clay Commons, IMPACT Martial Arts & Fitness

TRADITIONAL KICKBOXING

Learn the art of kickboxing through this station-based format. Training involves heavy bag drills, focus pad drills, speed-bag development and kick shield strikes. Get a high-calorie burn. Sparring drills are incorporated in a safe and controlled manner. Kickboxing gloves required and may be purchased on site from instructor. This class is taught at the Salt City Karate and Kick Boxing facility at 1900 Brewerton Road, Mattydale.

CEREC1001Spr1 4/12/18 - 5/17/18
CEREC1001Sum1 6/14/18 - 7/19/18
Thursday \$85.00
Jeffrey Bertolo of Salt City Karate 6 Sessions
6:45 PM - 7:45 PM Salt City Karate

HATHA YOGA - FOR PHYSICAL & EMOTIONAL HEALTH

The practice of Hatha Yoga develops strength, balance and flexibility. Physical movements combine with breathing and concentration to enhance vitality and improve mental clarity. Taught by Morningside Yoga.

CEWHS0048Spr1 \$125.00
4/3/18 - 6/12/18 **Tuesday**
Michael Smith 10 Sessions
5:30 PM - 6:30 PM Cherry Road Elementary School
CEREC1297Spr1 4/5/18 - 6/7/18
CEREC1297Sum1 6/21/18 - 8/23/18
Thursday \$125.00
Michael Smith 10 Sessions
5:30 PM - 6:30 PM Main Campus

YOGA FOR FITNESS & RELAXATION

The Hatha Yoga class offers a traditional approach to yoga designed to strengthen the body, create flexibility, and relax the mind. Emphasis is on a personalized approach to learn yoga postures through movement and breath. Suitable for beginner through advanced students who want to improve quality of life and deepen self-awareness.

CEWHS0055Spr1 \$95.00
3/29/18 - 5/24/18 **Thursday**
Linda Rudnick-Smith 8 Sessions
7:00 PM - 8:15 PM Walberta Park School

YOGA - TEN STEPS TO FREEDOM

Using ancient yogic philosophy as a map, find your still small voice within. Through the use of pranayama (breathing exercises), guided meditations and journaling, take a journey back to your soul to reclaim balance, peace and harmony in your life. The intent of this course is to build a strong foundation from which personal growth and transformation can begin. A \$10 materials fee is payable to instructor at first class.

CEREC0700Spr1 \$95.00
3/21/18 - 4/25/18 **Wednesday**
InnerSanctuary of CNY 6 Sessions
Barbara Collette 6 Sessions
6:00 PM - 7:00 PM Main Campus

YOGA - PRANAYAMA

Reduce stress and anxiety while increasing overall energy by utilizing the ancient secrets of the yogis. Pranayama (breathing exercises) is one of the eight limbs of yoga. Pranayama and Pratyahara (sense withdrawal) act as a bridge between the body and the mind. Learn different breathing techniques to stabilize your energy and moods. Live from a place of neutrality rather than duality. A \$10 material fee is payable to the instructor at the first class.

CEREC0701Spr1 \$55.00
5/2/18 - 5/16/18 **Wednesday**
InnerSanctuary of CNY 3 Sessions
Barbara Collette 3 Sessions
6:00 PM - 7:00 PM Main Campus

YOGA - MANTRA & MUDRA

Learn to speak the song of your soul. Using mantra (sound healing) and mudra (hand gestures), tap into the universal life force that animates your mind, body and soul. Experience how sound activates subtle energies of your body and mind to balance the hemispheres of your brain, bringing mental focus and emotional balance. These ancient techniques are now being validated by science as a useful and necessary part of becoming a healthy human being. A \$10 material fee is payable to instructor at first class.

CEREC0702Spr1 \$55.00
5/23/18 - 6/6/18 **Wednesday**
InnerSanctuary of CNY 3 Sessions
Barbara Collette 3 Sessions
6:00 PM - 7:00 PM Main Campus

YOGA - MEDITATION

Learn how relaxation affects the nervous system and how positivity triggers the healing process. You will complete a self-assessment to discover your current type of tension. Relaxation techniques and meditations for the five types of tension will be practiced. You will also experience Celestial Communication—a meditation to connect to your higher self. A \$10 material fee is payable to instructor at first class.

CEREC0703Sum1 **\$55.00**
6/20/18 - 7/11/18 **Wednesday**
InnerSanctuary of CNY
Barbara Collette **3 Sessions**
6:00 PM - 7:00 PM Main Campus

YOGA - SUBTLE ENERGY, ANATOMY & PHYSIOLOGY

Learn how to manage your emotions and thoughts through discussion and practice of ancient yogic techniques. You will have the opportunity to experience the transformative effects of working with your subtle energy body—the energetic pathways (chakras, nadis, and granthis) that were established by the ancient yogis that are now being shared. A \$10 material fee is payable to the instructor at first class.

CEREC0704Sum1 **\$95.00**
7/18/18 - 8/22/18 **Wednesday**
InnerSanctuary of CNY
Barbara Collette **6 Sessions**
6:00 PM - 7:00 PM Main Campus

T'AI CHI CH'UAN LEVEL 1

A wonderful yet easy workout for both the body and mind. This beginner-level class will include warm-ups and breathing and relaxation techniques in the form of 20 movements. The practice of T'ai Chi is suitable for all ages. Be sure to wear comfortable clothing.

CEREC0507Spr1 **\$95.00**
3/21/18 - 5/9/18 **Wednesday**
CEREC0508Spr1 **\$95.00**
4/5/18 - 5/24/18 **Thursday**
CEREC0507Sum1 **\$95.00**
6/6/18 - 8/1/18 **Wednesday**
CEREC0508Sum1 **\$95.00**
6/7/18 - 7/26/18 **Thursday**
Patrick Favalo **8 Sessions**
6:00 PM - 7:00 PM Main Campus

Take our Beginner Golf Class (see details above), then join us for the OCM BOCES Annual Gallaher Scholarship Golf Tournament set for Wednesday, August 15. Proceeds from the tournament support Adult Education students with unexpected financial needs.

T'AI CHI CH'UAN LEVEL 2

This next-level class will include warm-ups, breathing and relaxation techniques in the form of 20 movements. We will add the next 20 movements.

CEREC0509Spr1 **\$95.00**
3/20/18 - 5/8/18 **Tuesday**
Patrick Favalo **8 Sessions**
6:00 PM - 7:00 PM Main Campus

BEGINNER GOLF INSTRUCTION

This program is designed to teach the beginning golfer the proper stance, grip angle and weight distribution for learning and developing the standard golf swing. Stations are added weekly to introduce each student to fundamental shots required for playing the game. You will need to wear sneakers and bring a yardstick, a putter and a 7-iron to first class. Enrollment is limited, so register early.



CEREC1410Spr1 **\$85.00**
3/27/18 - 5/1/18 **Tuesday**
Harold Sifer **6 Sessions**
7:00 PM - 8:30 PM Alternative Building

SPORTS OFFICIATING

Do you like athletics and being around young people? Would you like to enhance their athletic experience? In this course, we will discuss what is required to become a high school sports official. Officiating is a fun way to challenge yourself to learn a new skill, build confidence and earn some extra cash. This three-part class will introduce you to the sports of field hockey, soccer and others. We will cover the whole process of how to join an officiating board, what the general state and section requirements are as well as the start-up costs of dues, fees and uniform. We also will go into the basic rules of each sport and the overlapping concern for keeping the competitions safe for all participants and spectators.

CEREC0450Spr1 **\$39**
Tuesdays **5/7/18 - 5/21/18**
Mary McCracken **3 sessions**
7:00 pm to 8:00 pm **Main Campus**



TRADES & TECHNOLOGY

AIR CONDITIONING & REFRIGERATION 1

Gain information about this fast-growing industry. Definitions, pressure-temperature relationships, theory of refrigeration cycle, various types of compressors, evaporators, condensers, water/air cooled, accessories, principles of thermodynamics and cycle controls will be covered. Text required; please read the first three chapters prior to the first class.

PLEASE TAKE NOTE OF NEW DATES.

CEIND1400Win1 **\$209.00**
2/20/18 - 3/22/18 **Tues/Thurs**
Scott Tanner **10 Sessions**
6:30 PM - 9:30 PM Main Campus

AIR CONDITIONING & REFRIGERATION 2

This next step includes the use and interpretation of basic symbols, voltages and schematic diagrams. Review the refrigeration cycle and relevant technical electrical knowledge and terms. Troubleshooting fundamentals of various one- and three-phase motors and compressors will also be covered. Includes some hands-on experience. Text required.

Prerequisite: AC&R I or equivalent.

PLEASE TAKE NOTE OF NEW DATES.

CEIND1402Win1 **\$209.00**
3/27/18 - 4/26/18 **Tues/Thurs**
Scott Tanner **10 Sessions**
6:30 PM - 9:30 PM Main Campus

AIR CONDITIONING & REFRIGERATION 3

Here's your opportunity to gain hands-on experience by troubleshooting line equipment and trainers, including heat pumps, air conditioners, electrical systems and various motor relay and control systems. Prerequisite: AC&R I/II or equivalent.

PLEASE TAKE NOTE OF NEW DATES.

CEIND1404Win1 **\$209.00**
5/1/18 - 5/31/18 **Tues/Thurs**
Scott Tanner **10 Sessions**
6:30 PM - 9:30 PM Main Campus

REFRIGERATION TRANSITION & RECOVERY REVIEW & CERTIFICATION TEST

This review course and exam are EPA-approved and sponsored by ACA/FSU. The review portion covers information required for certification in Type I (Small Appliance), Type II (High-Pressure Appliance) and Type III (Low-Pressure Appliance). The principles covered in the text will be reviewed prior to the test given at the end of the second session. Pick up your text (included in the fee) at Main Campus prior to class.

PLEASE TAKE NOTE OF NEW DATES.

CEIND1420Win1 **\$209.00**
6/6/18 - 6/13/18 **Wednesday**
Scott Tanner **2 Sessions**
5:00 PM - 9:30 PM Main Campus

BASIC ELECTRICITY 1

Become familiar with the theory and principles of electricity, including the concepts of voltage, current, resistance, power, energy, calculation, Ohm's Law and the relationship of these elements. You'll also cover direct current and receive an introduction to alternating current. Text and calculator required.

PLEASE TAKE NOTE OF NEW DATES

CEELE0702Spr1 **\$179.00**
4/25/18 - 5/30/18 **Mon/Wed**
10 Sessions
6:30 PM - 9:30 PM Main Campus

BASIC ELECTRICITY 2

Text and calculator required. Prerequisite: Basic Electricity I. **PLEASE TAKE NOTE OF NEW DATES.**

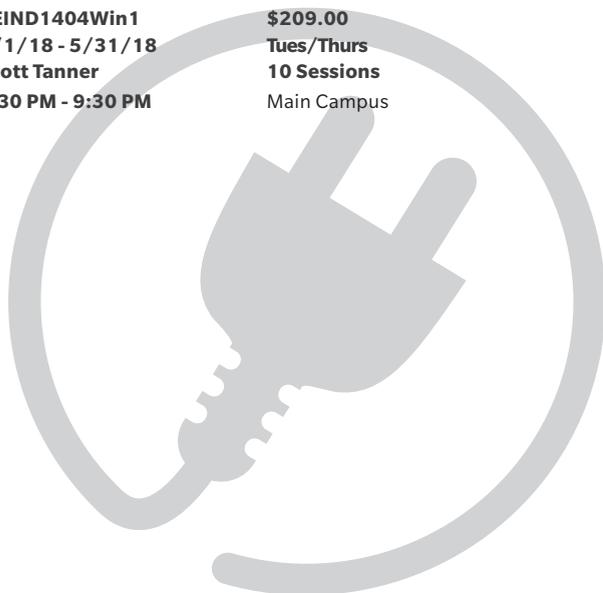
CEELE0704Spr1 **\$179.00**
6/4/18 - 7/9/18 **Mon/Wed**
10 Sessions
6:30 PM - 9:30 PM Main Campus

RESIDENTIAL WIRING 1

Covered in this course are the basic and practical aspects of residential wiring components, special-purpose equipment, electrical safety and the National Electrical Code (NEC). Included are electrical symbols, schematics, conductors, switches, fuses, circuit breakers, lighting and GFCIs. Special-purpose equipment includes: water pumps, water heaters, ranges, garbage disposals, ceiling fans, furnaces, air conditioners, TVs, telephones, smoke and carbon monoxide detectors, alarm systems, hot tubs and swimming pools. Text required. Prerequisite: Basic Electricity I or equivalent.

PLEASE TAKE NOTE OF NEW DATES.

CEELE0706Spr1 **4/17/18 - 5/22/18**
Tuesday **\$169.00**
6 Sessions
6:30 PM - 9:30 PM Main Campus



RESIDENTIAL WIRING 2

Text required. Prerequisite: Residential Wiring Level I.
PLEASE TAKE NOTE OF NEW DATES.

CEELE0712Spri1 **6/5/18 - 7/17/18**
Tuesday **\$169.00**
 6 Sessions
6:30 PM - 9:30 PM Main Campus

WELDING 1

Welding I provides instruction and hands-on experience in the use of arc welding and gas (oxy/acetylene) equipment, in addition to a study of welds and metals most commonly used in the trade. Additional required supplies include: safety glasses, work boots, long pants, a heavy long-sleeved shirt or welding jacket and welding gloves.

PLEASE TAKE NOTE OF NEW DATES.

CEWEL2115Win1 **2/13/18 - 3/15/18**
CEWEL2115Sum **6/12/18 - 7/19/18**
Tues/Thurs **\$319.00**
Gordon McCaffer **10 Sessions**
6:30 PM - 9:30 PM Main Campus

WELDING 2

Prerequisite: Welding I or equivalent experience.
PLEASE TAKE NOTE OF NEW DATES.

CEWEL2117Win1 **3/22/18 - 4/24/18**
Tues/Thurs **\$319.00**
Gordon McCaffer **10 Sessions**
6:30 PM - 9:30 PM Main Campus

WELDING 3

For the experienced welder. Prerequisite: Welding I/II or equivalent experience.

PLEASE TAKE NOTE OF NEW DATES.

CEWEL2119Win **\$319.00**
5/1/18 - 5/31/18 **Tues/Thurs**
Gordon McCaffer **10 Sessions**
6:30 PM - 9:30 PM Main Campus

WELDING TEST

For more information call 315-453-4600.

CEWEL2000Win1 NYS DOT **\$195.00**
CEWEL2001Win1 AWS D1.1 **\$295.00**
3/7/18 **Wednesday**

CEWEL2000Sum1 NYS DOT **\$195.00**
CEWEL2001Sum1 AWS D1.1 **\$295.00**
6/6/18 **Wednesday**

Gordon McCaffer **1 Session**
8:30 AM - 4:30 PM Main Campus

PART-TIME PROGRAMS: OUR POLICIES

1. Every effort is made to conduct classes as listed in this catalog. However, circumstances sometimes make it necessary for classes to be canceled, postponed or combined, or for instructors and classrooms to be changed. We are sorry for any inconvenience this may cause you.
2. Classes must reach a minimum enrollment at least four business days prior to the start date. If it is necessary for OCM BOCES to cancel a class, you will be notified by phone or by mail. You may transfer to another class or receive a full refund or tuition voucher.
3. You are enrolled as soon as your registration and payment are received, unless you are otherwise notified. A receipt will not be mailed unless requested.
4. Fees for all classes must be paid in full at the time of registration. A \$20 fee will be charged on all returned checks.
5. If it is necessary for you to withdraw from a class, please notify us.
 - A. You will receive a refund (minus a \$10 processing fee) if notification is received at least four business days prior to the start of that class.
 - B. You will receive a tuition voucher (minus a \$10 processing fee) if notification is received less than four days prior to the start of that class and before the second class session. Your tuition voucher may be used toward any part-time OCM BOCES Continuing Education course within one year.
6. Our programs are open to all persons regardless of residency. OCM BOCES affirms the right of all citizens to participate equally in our programs regardless of race, religion, sex, age, national origin, or disability.
7. Students are expected to purchase textbooks and materials as mentioned in course descriptions. Textbooks can be purchased in the Registration Office at the OCM BOCES Main Campus. If your class is scheduled for the Thompson Road Campus, textbooks for those classes will also be made available at the Thompson Road Campus the first night of class. Occasionally, classes are canceled due to low enrollment. Please make sure your class is running prior to purchasing supplies or textbooks, as texts are not returnable.
8. All parking areas and lots are designated for student use.
9. Certificates will be awarded for successful completion of classes (based on 80% attendance).
10. Although some of our classes are taught by people who are practicing financial planners, salespersons, or actively involved in a business or profession that is related to the subject they teach, we only endorse their ability as instructors, not the value of any product or service they sell.
11. We assume students recognize the risk of physical injury or damage and that they agree to take responsibility for any personal accident that might occur in the course of any activity associated with an Adult Education program.

FULL-TIME PROGRAMS - OUR POLICIES

FULL-TIME PROGRAMS - STUDENT CONDUCT

Our expectations for student conduct in full-time certification programs is outlined in detail in our Student Handbook. As a student at OCM BOCES, you are expected to conduct yourself in a professional manner at all times. You will not engage in any behavior that endangers the safety and welfare of others, violates their rights or violates state statutes. To get a complete copy of the Student Handbook, please call 315-453-4400.

FULL-TIME PROGRAMS - FINANCIAL AID & REFUNDS

Adult students at OCM BOCES may be eligible to receive many different forms of financial aid. A typical financial aid package may look something like this:

Average Tuition:	\$7,593
Average Pell Grant:	\$3,956
Student Loan	\$4,574

The actual cost for your education may vary. Not all students will qualify for a Pell Grant, local grant and/or student loan. Our Financial Aid Office staff will assist you in securing the best available financial aid package to suit your needs and help you attain your education goals. Please call (315) 453-4422 in Liverpool or (607) 758-5181 in Cortland.

OCM BOCES REFUND POLICY - NEW

If termination of enrollment occurs during the week of orientation or prior to the first day of classes, no tuition liability will be incurred. Students who begin classes on the first scheduled day are liable for tuition charges per the following schedule:

- On or before the first day of class, a full refund minus the \$50 processing fee will be issued.
- Up to 5% of the program hours offered, the student is entitled to an 80% refund.
- Up to 20% of the program hours offered, the student is entitled to a 50% refund.
- Up to 30% of the program hours offered, the student is entitled to a 25% refund.
- Over 30% of the program hours offered, no refund will be given.

Refunds when due shall be made within 45 days of the last day of attendance if written notification of withdrawal has been provided to the institution by the student or from the date the institution terminates the student or determines withdrawal by the student. OCM BOCES will not provide refunds of \$5.00 or less.

FEDERAL TITLE IV REFUNDS

The financial aid (Pell Grant and student loans) earned by the student is equal to the percentage of the period of enrollment completed. When a student withdraws before completing more than 60 percent of the period of enrollment, the percentage of financial aid is prorated using the Federal Refund/Repayment Policy.

The returned funds must be refunded to the following sources in this specific order:

1. Unsubsidized Federal Direct Loans
2. Subsidized Federal Direct Loans
3. Federal PLUS Loans
4. Federal Pell Grant

OUTSTANDING BALANCES

Upon termination of enrollment, any balance due to OCM BOCES (based on the school's refund policy) is payable immediately. All charges on the student's account must be paid in full prior to the completion of the training program. OCM BOCES reserves the right to withhold student transcripts and deny approval for state board examinations to any student who has an outstanding tuition balance.

Onondaga-Cortland-Madison BOCES offers specialized, short-term clock hour training programs and is a non-credit bearing institution. Therefore, the institution does not allow students to transfer between programs within the facility.

TRANSFER POLICY FOR FULL-TIME PROGRAMS

TRANSFER POLICY (COSMETOLOGY PROGRAM ONLY):

Students transferring from another institution must provide official transcripts of any previous education received, including documented clinical hours. A prospective student's clinical competency skills will be assessed by the cosmetology instructor to determine his or her level of proficiency. The instructor and/or program coordinator will then determine the number of OCM BOCES clock hours required to complete the New York State licensing requirements. Tuition will be prorated based on the number of hours to be completed. Transfer students will be responsible for providing all kit supplies, including a mannequin.

Please Note: Transfer students must be enrolled for a period of 100, 300 or 700 clock hours.

TRANSFER FROM OTHER INSTITUTIONS:

Onondaga-Cortland-Madison BOCES offers specialized, short-term, clock-hour training programs and is a non-credit bearing institution. Therefore, with the exception of the Cosmetology Program, we do not allow students to transfer credits or clock hours from other institutions. (See above for Cosmetology transfer students.)

TRANSFER WITHIN THE INSTITUTION:

Due to the specialized content in each of our vocational training programs, clock hours attended are only applicable to each individual program. No transfer between training programs is accepted. Students are free to withdraw from a program and re-apply to another at the next scheduled start date. Acceptance to the new program will be based upon fulfilling all prerequisites and available space.

ACADEMIC CALENDAR & GRADING

Full-time certification courses generally begin in the fall and winter. Please see specific programs for detailed start/end dates. Part-time courses run throughout the academic year. Specific class times/dates are noted in this course catalog. Grading is based on hands-on evaluations, tests, quizzes and in-class assignments.

FULL-TIME PROGRAMS - OUR POLICIES

GRIEVANCE PROCEDURE FOR FULL-TIME PROGRAMS

If you or any Onondaga-Cortland-Madison BOCES division of Adult/Continuing Education Program applicant/participant or other interested party have a grievance involving the program or treatment by any staff member, subcontractor's staff or any other person, regulation or WIOA or other program operation, you should notify the case manager or designated staff person of the program or department of the nature of the complaint. If, however, you feel your complaint may involve fraud, abuse or any other criminal activity, you have the right to notify the United States Secretary of Labor directly. When a complaint is reported to the Secretary of Labor (those regarding fraud, abuse or other criminal activity), the grievant must additionally submit a written notification to the Director of Career, Technical and Adult Education at Onondaga-Cortland-Madison BOCES and the New York State Department of Labor in the case of a WIOA program.

For LPN Students Only: LPN may also grieve directly to the Office of The Professions.

The appropriate addresses are (for LPNs only):

Director of Adult Education
Main Campus
PO Box 4754
Syracuse NY 13221

New York State Department Office of the Professions
89 Washington Ave
Albany, NY 12234

For complaints not involving fraud, abuse or other criminal activity, please adhere to the following procedure.

A complaint of this nature must be filed within one year of the occurrence of the grievance.

a. A complaint is a signed statement, which contains information that, if true, indicates in sufficient detail that there has been a violation. If State or local laws, regulations or guidelines are relevant, then citations should also be included.

b. Complaints must be sent in writing to the Director of Adult Education. Upon receipt of the written complaint, the Director of Adult Education or a designated staff representative will perform an investigation. This investigation will be made following adequate advance notice to the parties involved, will include the gathering of information through interview and examination of records concerning each allegation of the complaint, and will provide appropriate

opportunity for the complainant and for OCM BOCES to present evidence concerning the allegations.

c. Within five (5) days after the receipt of the complaint, the Director of Adult Education, or a designated staff representative, will provide to the complainant a written summary of the complaint and notice of procedures to be followed in resolving the complaint.

d. Within thirty (30) days after receipt of a complaint, the Director of Adult Education or a designee responsible for investigation of the complaint shall conclude the investigation, transmit a written decision and contact the parties.

e. If you feel that the decision made is not satisfactory, you may request a review of your complaint by the District Superintendent of the Onondaga-Cortland-Madison BOCES. This request must be made within ten (10) days of receiving a decision or within ten (10) days of the date you should have received a decision. The District Superintendent or his/her designee will make a decision within thirty (30) days of receiving the request to review the complaint.

f. If you do not receive a decision from the District Superintendent within thirty (30) days of the date your original request was filed with him/her or you feel the decision made is not satisfactory, you may request a review of your complaint by the school's accrediting entity:

Council on Occupational Education
7840 Roswell Road
Building 300, Suite 325
Atlanta, GA 30350
(770) 396-3898 or (800) 917-2081

You must exhaust all steps at the institutional level before seeking resolution from the Council.

If you need help with your grievance, the program, or department will assign someone to help you. You will always be allowed to have your own counsel or other representative assist you. Where there are allegations regarding the WIA program and there are other allegations whose resolutions are provided for under other legislation or collective bargaining agreements you may proceed simultaneously in both places. If there are any questions regarding procedures, contact:

Supervisor, Adult Education
Main Campus
OCM BOCES
PO Box 4754
Syracuse, NY 13211

NON-DISCRIMINATION NOTICE

The BOCES shall not discriminate on the basis of age, sex, sexual orientation, race, color, creed, religion, national origin, political affiliation, marital status, military status, veteran status, disability, or under the Boy Scout Act in the educational programs or activities which it operates, or against any employee or applicant seeking a position of employment or admission to a BOCES program. The BOCES will be in full compliance with all applicable rules and regulations pertaining to civil rights for students and employees (e.g., Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990).

Appropriate procedures shall be developed to insure the implementation of these rules and regulations concerning civil rights. The Board shall appoint a Civil Rights Compliance Officer to coordinate civil rights activities applicable to the BOCES (see subheading below).

Civil Rights Compliance Officer

The Civil Rights Compliance Officer is the Director of Human Resources/School Attoreny, with offices at 110 Elwood Davis Road, Liverpool, NY (phone number 315-433-2631; e-mail jbufano@ocmboces.org). The Civil Rights Compliance Officer shall be appointed by the Board and shall be responsible for providing information, including complaint procedures, and for handling complaints relative to civil rights (e.g., Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans With Disabilities Act of 1990) for any student, parent, employee or applicant. For civil rights discrimination claims based on race, color, national origin, sex, age and/or disability, a complainant can, at any time, also contact the Office of Civil Rights Phone: 646-428-3900/800-421-3481.

HOW TO FIND US

MAIN CAMPUS

110 Elwood Davis Road
Liverpool, NY 13088

From NY State Thruway, Exit 37:

Merge onto I-81 South (Exit 36) toward Binghamton/Syracuse. Take Exit 25 (7th North St.) toward Liverpool. Turn right onto 7th North St. Continue through first light (Buckley Road). Continue past Denny's and Burger King. Watch for OCM BOCES sign on right and turn onto OCM BOCES Drive.

From the South:

Take I-81 North to Exit 25 (7th North St.) toward Liverpool. Turn right onto 7th North Street. Continue through first light (Buckley Road). Continue past Denny's and Burger King. Watch for OCM BOCES sign on right and turn onto OCM BOCES Drive.

From the North:

Take I-81 South to Exit 25 (7th North St.) toward Liverpool. Turn right onto 7th North Street. Continue through first light (Buckley Road). Continue past Denny's and Burger King. Watch for OCM BOCES sign on right and turn onto OCM BOCES Drive.

THOMPSON ROAD CAMPUS

6820 Thompson Road
Syracuse, NY 13211

North From NYS Thruway, Exit 35:

Bear right onto Thompson Road North. Continue through two traffic lights and take the third driveway on the left.

From the South:

Take Route 81 North to Route 690 East. Follow Route 690 East to Exit 16N at Thompson Road North. Follow Thompson Road, Carrier Circle Exit, onto Thompson Road North. Continue through two traffic lights and take the third driveway on the right.

From the North:

Take Route 81 South to Route 481 South. Follow Route 481 South to Exit 8 at Northern Boulevard. Turn right onto Northern Boulevard. Continue on Northern Boulevard. After bearing right, it becomes East Molloy Road. At the second light, turn right onto Thompson Road and take the third driveway on the right.

MAIN CAMPUS

110 Elwood Davis Road
p: (315) 453-4455
Off Seventh North Street

THOMPSON ROAD CAMPUS

6820 Thompson Road North
p: (315) 433-2635
Near Carrier Circle

ALTERNATIVE BUILDING

6820 Thompson Road North
p: (315) 433-2635
Near Carrier Circle

EASY WAYS TO REGISTER:



ONLINE AT OCMBOCES.ORG

Click one of the orange registration buttons on the right side of the home page.

YOU WILL NEED:

Name, address, phone number & email address

Course code & title

Visa/MC/Discover/American Express number and exp. date



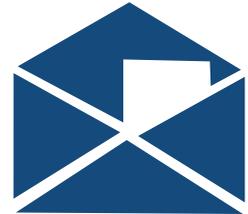
IN PERSON

At the Main Campus
110 Elwood Davis Road,
Liverpool, NY 13088

Mon-Thu 10:00 AM - 6:00 PM
Fri 9:00 AM - 4:00 PM

OVER THE PHONE

315-453-4600



BY MAIL

Complete the registration form below, enclose a check or money order payable to OCM BOCES Continuing Education and mail to:

OCM BOCES
Continuing Education Registration
PO Box 4754
Syracuse, NY 13221

MAIL-IN REGISTRATION FORM

Name: _____

Address: _____

City: _____ Zip: _____

Email: _____

Home # _____ Cell # _____

Course # _____ Title: _____

Course # _____ Title: _____

Course # _____ Title: _____

Mail to:
OCM BOCES Continuing Ed Registration
PO Box 4754, Syracuse NY 13221
Make checks payable to OCM BOCES (No Cash)

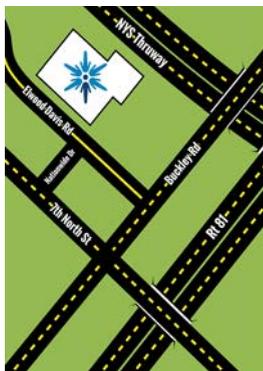
FULL-TIME
CAREER
CERTIFICATION
PROGRAMS

PART-TIME
CLASSES

HIGH SCHOOL
EQUIVALENCY
& LITERACY
CLASSES

Non-profit
Organization
US Postage
PAID
Permit No. 1745
Syracuse, NY

STOP IN TO LEARN MORE
OPEN HOUSE IS EVERY
THURSDAY AT 1:00 P.M.



OCMBOCES 

Main Campus

110 Elwood Davis Road, Liverpool NY 13088
(315) 453-4455 • ocmboces.org/adulted



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OCM BOCES is accredited by the
Council on Occupational Education