XCC132 MEDICAL ADVENTURES FOR GRADES 6-8* Tuition $199.00
Students will learn about medical school and medical research including the systems of the body, how our brains produce thoughts and how we fight viruses. Students move from interns to specialists as they go from medical school to a medical center and research lab. Their adventure concludes in an emergency where their medical skills are put to the test. A medical ethics debate is included. Skills in biology, health, medical specialties, career awareness, reading and writing will be acquired. (8 meetings)
CRN CAMPUS DAY DATE TIME ROOM
64919 Ammerman M/Tu/W/Th 7/9-7/19 9:00am-12:30pm Smithtown Bldg.,12

ENVIRONMENTAL STEM COURSE FOR YOUTH (Rising 7th Graders-Rising 8th Graders)

XST002 THE SCIENCE AND TECHNOLOGY OF SEED TO TABLE* Tuition $359.00
Students will learn the science and technology related to biodiversity and human sustainability through discussion, demonstration, experimentation and hands-on activities. Activities will begin with the seed and proceed to the planting of food products in the planting garden on East Campus. Included in these activities and scientific experiments will be: (1) seed, soil, water, and climate; (2) propagation, germination, and pollination; (3) botany, photosynthesis, and vermicomposting; plant disease: insects and bees roles; and (4) hydroponics and microgreens; and environmental and human sustainability. (8 meetings)
CRN CAMPUS DAY DATE TIME ROOM
64922 Eastern M/Tu/W/Th 7/9-7/19 9:00am-1:00pm Shinnecock Bldg., 208

CODING AND GAMING COURSES FOR YOUTH (Rising 6th Graders-Rising 10th Graders)

These programs are designed by Black Rocket, an educational technology company that specializes in emerging technologies and instruction. Black Rocket has more than a decade of experience designing programs in the STEM and digital arts fields. Every program is powered by the campers’ innate imaginations and designed to bring their ideas to life in a fun, hands-on learning environment. From concept to creation, students will demonstrate their masterpieces to the world at the end of each week. All Black Rocket programs mirror real-life experiences and the collaborative nature of the design process. Students will work in pairs at times. Each student will have their own computer.

XCC407 ROBLOX® MAKERS-CODERS-ENTREPRENEURS Tuition $149.00
Discover how to code in the Lua language while playing and designing worlds in ROBLOX®, an online universe where you can create anything you dream of. This new class combines game design concepts, coding and fun! Young entrepreneurs will also learn how to navigate Roblox’s fast growing marketplace to publish their games. (4 meetings)
CRN CAMPUS DAY DATE TIME ROOM
64799 Ammerman M/Tu/W/Th 7/23-7/26 9:00am-12:00pm Riverhead Bldg., 218

XCC403 MINECRAFT® MODDERS Tuition $149.00
Use your favorite game to learn the basics of modding and the foundations of programming. Learn scripting and logic statements as you create your first mod. Introductory coding will also be taught through a simulated environment inspired by Minecraft®. (4 meetings)
CRN CAMPUS DAY DATE TIME ROOM
64980 Ammerman M/Tu/W/Th 7/9-7/12 9:00am-12:00pm Riverhead Bldg., 218

XCC404 MINECRAFT® ANIMATORS Tuition $149.00
Bring your favorite Minecraft characters to life in an animated short film! Learn how studios like Pixar and Disney make movies like Inside Out and Frozen by using techniques like keyframing, tweening, texturing, and animating rigged 3D models! Student projects will be available on a password protected Black Rocket website to share with friends and family. You do not need to own a Minecraft account to use the software in this class. Students will work in pairs or teams for most of the program. (4 meetings)
CRN CAMPUS DAY DATE TIME ROOM
64981 Ammerman M/Tu/W/Th 7/16-7/19 9:00am-12:00pm Riverhead Bldg., 218

EXAM PREPARATION

XEP119 EARTH SCIENCE REGENTS REVIEW Tuition $165.00
Review for the Earth Science Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barron’s Regents Exams and Answers for this course to class. (6 meetings)
CRN CAMPUS DAY DATE TIME ROOM
64782 Ammerman Tu/Th 5/24-6/12 7:00pm-9:00pm Smithtown Bldg., 110

XEP124 LIVING ENVIRONMENT REGENTS REVIEW Tuition $165.00
Review for the Biology Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barron's Regents Exams and Answers for this course to class. (6 meetings)
CRN CAMPUS DAY DATE TIME ROOM
64784 Ammerman Tu/Th 5/24-6/12 7:00pm-9:00pm Smithtown Bldg., 111

*Course Carries Student Accident Insurance Fee of $9.00
XEP125 CHEMISTRY REGENTS REVIEW  
Tuition $165.00
Review for the Chemistry Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barron’s Regents Exams and Answers for this course to class. (6 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64785 Ammerman  Tu/Th  5/24-6/12  7:00pm-9:00pm  Smithtown Bldg., 112

XEP126 PHYSICS REGENTS REVIEW  
Tuition $165.00
Review for the Physics Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barron’s Regents Exams and Answers for this course to class. (6 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64786 Ammerman  Tu/Th  5/24-6/12  7:00pm-9:00pm  Smithtown Bldg., 113

XEP127 ALGEBRA REGENTS REVIEW (COMMON CORE)  
Tuition $165.00
Review for the Algebra Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barron’s Regents Exams and Answers for this course to class. (6 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64787 Ammerman  Mon/Wed  5/16-6/6  7:00pm-9:00pm  Smithtown Bldg., 113

XEP128 GEOMETRY REGENTS REVIEW (COMMON CORE)  
Tuition $165.00
Review for the Geometry Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barron’s Regents Exams and Answers for this course to class. (6 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64788 Ammerman  Mon/Wed  5/16-6/6  7:00pm-9:00pm  Smithtown Bldg., 110

XEP140 ALGEBRA II REGENTS REVIEW (COMMON CORE)  
Tuition $165.00
Review for the Algebra II Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barron’s Regents Exams and Answers for this course to class. (6 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64789 Ammerman  Mon/Wed  5/16-6/6  7:00pm-9:00pm  Smithtown Bldg., 124

XEP130 U.S. HISTORY AND GOVERNMENT REGENTS REVIEW  
Tuition $165.00
Review for the U.S. History and Government Regents Exam by participating in an intensive workshop. Prepare for the multiple choice, essay and essay and DBQ portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barron’s Regents Exams and Answers for this course to class. (6 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64790 Ammerman  Tu/Th  5/24-6/12  4:30pm-6:30pm  Smithtown Bldg., 110

XEP131 GLOBAL HISTORY AND GEOGRAPHY REGENTS REVIEW  
Tuition $165.00
Review for the Global History and Geography Regents Exam by participating in an intensive workshop. Prepare for the multiple choice, essay and essay and questions-based (DBQ) portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barron’s Regents Exams and Answers for this course to class. (6 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64791 Ammerman  Mon/Wed  5/16-6/6  4:30pm-6:30pm  Smithtown Bldg., 111

XEP141 ENGLISH LANGUAGE ARTS REGENTS REVIEW  
Tuition $165.00
Review for the English Language Arts Regents Exam by participating in an intensive workshop. Prepare for the multiple choice, essay and essay and questions-based (DBQ) portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barron’s Regents Exams and Answers for this course to class. (6 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64792 Ammerman  Mon/Wed  5/16-6/6  4:30pm-6:30pm  Smithtown Bldg., 113

XEP108 SAT PREPARATION COURSE  
Tuition $279.00
Review for the latest version of the Scholastic Aptitude Test (SAT) by participating in an intensive workshop for high school junior/seniors using the acclaimed Cambridge Test Prep System. Prepare for the mathematical, verbal and writing portions which include basic reviewing skills, in-class problem solving and strategizing, practice test taking and developing a personal study plan. Information about the new student security rules for registration and testing will be covered. All students will receive Cambridge’s SAT Victory text. (6 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64793 Ammerman  Thursday  7/12-8/16  6:00pm-9:00pm  Smithtown Bldg., 111
65018 Ammerman  Monday  7/14-8/18  9:00am-12:00pm  Smithtown Bldg., 111

XEP114 GRE PREPARATION COURSE  
Tuition $299.00
Prepare for the Graduate Record Examination (GRE), the entrance exam required for many graduate school programs. This course reviews quantitative and verbal skills and provides an overview of the test structure using the acclaimed Cambridge GRE Preparation System. The review focuses on successful techniques for both the verbal and quantitative sections of the exam through Cambridge’s Six-Step Approach™. All students will receive Cambridge’s GRE Victory text. (6 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64916 Ammerman  Monday  6/13-7/2  6:30pm- 9:30pm  Riverhead Bldg., 214

*Course Carries Student Accident Insurance Fee of $9.00
XEP120 MATH FOR INTRODUCTORY SCIENCE COURSES  Tuition $159.00
Review the basics of algebra. This course is designed for students who need to brush up on mathematical skills prior to taking credit-bearing courses such as engineering, chemistry or physics. (4 meetings) (1.5 CEUs)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64923  Ammerman  Tu/W/Th/F  5/29-6/1  6:00pm-9:45pm  Riverhead Bldg., 211

XSC105 CHEMISTRY REVIEW FOR BIOLOGY STUDENTS  Tuition $50.00
Reviews what chemistry students must know for success in college biology and the anatomy and physiology sequence. Topics include: energy and matter, composition of matter, electrons and chemical reactions, chemical bonding and molecular representations, types of chemicals bonds, types of molecule compounds, and energy production in a cell. (2 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64924  Ammerman  Tu/W  5/29-5/30  9:00am-12:30pm  Riverhead Bldg., 206
64925  Ammerman  Wed/Th  5/30-5/31  6:00pm-9:30pm  Riverhead Bldg., 208
64926  Grant  Tu/W  5/29-5/30  9:00am-12:30pm  Sally Slacke Ctr., 102

XSC106 PREPARATION FOR INTRODUCTORY SCIENCE COURSES  Tuition $70.00
Get the tools you need to succeed in an introductory college chemistry or biology course. Topics include: metacognition and active methods, scientific method, metric system, scientific notation, introduction to chemistry for biology, and introduction to cell biology. (2 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64927  Ammerman  Th/F  5/31-6/1  9:00am-3:30pm  Riverhead Bldg., 208
64928  Grant  Th/F  5/31-6/1  9:00am-3:30pm  Sally Slacke Ctr., 102

XSC126 ESSENTIAL A&P REVIEW FOR ANATOMY & PHYSIOLOGY  Tuition $45.00
This course is designed for students registered for BIO132 (A&PII) and that need to review the essentials of BIO130 (A&PI). The course will cover a basic review of anatomy, including major tissue types, body cavities, body membranes, skeletal muscle physiology, cellular respiration and relevant histology. (2 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64929  Grant  Tu/Th  5/29-6/1  6:00pm-9:30pm  Sally Slacke Ctr., 102

XEP109 PREPARATION FOR COLLEGE MATH PLACEMENT EXAMS  Tuition $150.00
This course provides an overview of basic arithmetic and elementary algebra. This course enables students to achieve higher scores on their mathematics entrance exams; eliminating the need to spend one or more semesters taking remedial math courses. Students will be required to purchase the textbook Accuplacer Math published by Barron’s. (ISBN 978-1-4380-9093-2); (5 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64930  Ammerman  M/W/Th  7/16-7/25  6:00pm-9:00pm  Riverhead Bldg., 24

XEP118 NYPD POLICE OFFICER ENTRANCE EXAM PREPARATION  Tuition $45.00
Learn the “ins and outs” of the NYPD Police Officer Entrance Exam from a New York City Police Department Lieutenant. This two-hour course is designed to give those interested in criminal justice valuable insight into this exam. (1 meeting)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64931  Sayville  Wednesday  8/1  7:30pm-9:30pm  304

XEP100 NOTARY PUBLIC PREPARATION  Tuition $35.00
Prepare for New York State’s Notary Public Exam. This course will familiarize the student with registration and test procedures in addition to covering notary public license law. (1 meeting/3 hours)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64932  Ammerman  Wednesday  6/20  6:00pm-9:00pm  Riverhead Bldg., 220
64933  Online  Online  7/9-7/15  Online  Online

COMPUTER COURSES

Students are required to bring a USB Flash Drive with a minimum of 1GB storage to all computer classes.

MICROSOFT OFFICE SUITE

XCA135 INTRODUCTION TO MICROSOFT OFFICE  Tuition $135.00
Learn how to use the popular Microsoft Office package that includes Word (word processing), Excel (spreadsheet) and Access (database management). (4 meetings) (1.0 CEU)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64934  Ammerman  Thursday  6/7-6/28  6:30pm-9:00pm  Smithtown Bldg., 118

XCA105 INTRODUCTION TO MICROSOFT EXCEL  Tuition $159.00
Provides hands-on experience on the PC for the creation of electronic spreadsheets using Excel, Microsoft's spreadsheet package. Topics include basics of spreadsheet design and use of statistical and financial functions to produce reports. Prerequisite: XCO116 or equivalent knowledge. (4 meetings) (1.5 CEUs)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64935  Ammerman  Tuesday  6/5-6/26  6:15pm-10:00pm  Riverhead Bldg., 219
64936  Grant  Thursday  6/7-6/28  6:15pm-10:00pm  Sally Slacke Ctr., 103

XCA205 INTERMEDIATE MICROSOFT EXCEL  Tuition $159.00
Covers topics such as data management, template manipulation and management, file manipulation, function manipulation and management, and toolbar management. Prerequisite: XCA105. (4 meetings) (1.5 CEUs)
CRN  CAMPUS  DAY  DATE  TIME  ROOM
64937  Ammerman  Tu/W  7/10-7/19  6:15pm-10:00pm  Riverhead Bldg., 219

*Course Carries Student Accident Insurance Fee of $9.00
QUICKBOOKS
Expands on the intermediate course and covers data analysis with pivot tables, workbook management, macro creation and advanced graphing techniques. Prerequisite: XCA205. (4 meetings) (1.5 CEUs)

CRN    CAMPUS    DAY    DATE    TIME    ROOM
64938    Ammerman    Tu/Th    7/24-8/2    6:15pm-10:00pm    Riverhead Bldg., 219

GRAPHICS AND PAGE LAYOUT SOFTWARE

XCG106 INTRODUCTION TO ADOBE PHOTOSHOP
Learn how to use Adobe Photoshop to create professional images ready for publication in print, multimedia and on the web. Practice with tools, commands and features that enhance images and optimize color. Prerequisite: XCO116 or equivalent knowledge. (4 meetings) (1.2 CEUs)

CRN    CAMPUS    DAY    DATE    TIME    ROOM
64939    Ammerman    Mon/Wed    6/11-6/20    6:00pm-9:00pm    Riverhead Bldg., 209
64940    Eastern    Tuesday    6/5-6/26    6:30pm-9:30pm    Orient Bldg., 209

XCG206 INTERMEDIATE ADOBE PHOTOSHOP
Build on the basics learned in Introduction to Adobe Photoshop. Image combining, enhancement retouching, scanning specifications, perfect masking and layering skills will be covered. Prerequisite: XCG106 or equivalent knowledge. (3 meetings) (1.2 CEUs)

CRN    CAMPUS    DAY    DATE    TIME    ROOM
64941    Ammerman    Mon/Wed    7/9-7/18    6:00pm-10:00pm    Riverhead Bldg., 209

WEB PAGE DEVELOPMENT

XCW110 WEB PAGE DESIGN WITH HTML
Learn to create Web pages using HTML code. Topics will include creating links, adding graphics, using FTP, registering domain names, and locating site hosts. Prerequisites: XCO116 or equivalent knowledge. (4 meetings) (1.2 CEUs)

CRN    CAMPUS    DAY    DATE    TIME    ROOM
64942    Grant    Mon/Wed    7/9-7/18    6:30pm-9:30pm    Sally Slacke Ctr., 103

XCW210 INTERMEDIATE WEB PAGE DESIGN WITH HTML
Learn to create Web pages using advanced features of HTML code and cascading style sheets (CSS). Prerequisite: XCW110. (4 meetings) (1.2 CEUs)

CRN    CAMPUS    DAY    DATE    TIME    ROOM
64943    Grant    Mon/Wed    7/23-8/1    6:30pm-9:30pm    Sally Slacke Ctr., 103

INTERNET APPLICATIONS

XCW111 BLOGGING 101
You’ve heard the term. Now learn how blogs are changing the way information is distributed for personal and professional purposes. Specific topics will include hosting a blog, joining a blog, creating a blog, getting your blogs at the top of search engines, and using blogs to generate revenue. An excellent tool for individuals who are seeking employment as writers. (4 meetings)

CRN    CAMPUS    DAY    DATE    TIME    ROOM
64983    Eastern    Monday    7/9-7/30    7:00pm-10:00pm    Orient Bldg., 209

XCW121 WELCOME TO G SUITE
An introduction to Google sheets, docs and slides. Learn how to use these applications, which are compatible with Microsoft Excel, Word, and PowerPoint. (4 meetings)

CRN    CAMPUS    DAY    DATE    TIME    ROOM
64984    Ammerman    Tuesday    7/10-7/31    6:15pm-10:00pm    Riverhead, 206

QUICKBOOKS

XCF100 INTRODUCTION TO QUICKBOOKS
This introductory course covers setting up a small business accounting management system using best-selling software. Learn how to set up your employee, customer and vendor lists, manage your inventory, prepare invoices, pay bills and create reports. Prerequisite: XCO116 or equivalent knowledge. (4 meetings) (1.5 CEUs)

CRN    CAMPUS    DAY    DATE    TIME    ROOM
64944    Ammerman    Monday    6/4-6/25    6:15pm-10:00pm    Smithtown Bldg., 118
64945    Ammerman    Saturday    6/9-6/30    9:00am-12:45pm    Smithtown Bldg., 118
64946    Eastern    Thursday    6/7-6/28    6:15pm-10:00pm    Orient Bldg., Room 209

XCF200 INTERMEDIATE QUICKBOOKS
This course continues the study of Quickbooks. Learn how to track customers, sales, vendors and expenses. Budgeting, forecasting and reporting will also be covered. Prerequisite: XCF100 or equivalent knowledge. (4 meetings) (1.5 CEUs)

CRN    CAMPUS    DAY    DATE    TIME    ROOM
64947    Ammerman    Saturday    7/14-8/4    9:00am-12:45pm    Smithtown Bldg., 118
64948    Ammerman    Monday    7/9-7/30    6:15pm-10:00pm    Smithtown Bldg., 118
64949    Eastern    Thursday    7/12-8/2    6:15pm-10:00pm    Orient Bldg., 209

*Tuition $159.00
*Course Carries Student Accident Insurance Fee of $9.00
REAL ESTATE

XRE103 75-HOUR REAL ESTATE SALESPERSON COURSE* Tuition $489.00
Prepare for the New York State real estate salesperson's examination with this mandatory 75-hour license qualifying course. Topics include license law and regulations, law of agency, real estate instruments, estates and interests, real estate financing, land use regulations, construction, valuation, human rights issues, fair housing law, real estate mathematics, and environmental issues. Students will be required to purchase the textbook New York Real Estate for Salespersons, Revised 6th Edition published by OnCourse Publishing. (ISBN 978-1-62980-025-7). Please Note: Missing more than two class meetings will result in a withdrawal from the program. 75 hours plus final examination. (20 meetings)

CRN CAMPUS DAY/DATE TIME ROOM
64950 Ammerman Tu/Th 6/6-8/30 6:00pm-10:00pm Riverhead Bldg., 220

COURSES TO AID VOCATIONAL PURSUITS

ENRGY AND CONSTRUCTION

XSC240 NABCEP SOLAR PV ENTRY LEVEL* Tuition $1,595.00
This course will cover basic solar energy principles, photovoltaics and solar panel installation. This course is designed for those individuals interested in the solar energy field. Hands-on and field work experience and all required material will be provided. Course materials are aligned with the nationally recognized North American Board of Certified Energy Practitioners (NABCEP) Entry Level Exam. The NABCEP Entry Level Exam is a way for candidates to demonstrate that they have achieved a basic knowledge of the fundamental principles of the application, design, installation and operation of PV and solar heating systems. The NABCEP Exam is optional. Exam fees are not included. (18 meetings/90 hours)

CRN CAMPUS DAY/DATE TIME ROOM
64953 Ammerman Mon/Wed 6/4-7/25 5:30pm–9:45pm Field Training

XSC119 BPI ENERGY ANALYST* Tuition $1,595.00
This training will cover the basic principles of building science, efficacy of building and insulating materials and energy efficiency. Hands-on efficiency testing experiences and all required material will be provided. This course aligned with the Building Performance Institute’s (BPI) nationally recognized exam. (19 meetings/90 hours)

CRN CAMPUS DAY/DATE TIME ROOM
64952 Grant Mon/Wed 6/4-7/25 5:30pm–9:45pm Sally Slacke Ctr., 105

XSC350 COMPREHENSIVE BPI ENERGY ANALYST & ENVELOPE* Tuition $5,695.00
This course will cover the basic principles of building science, the efficacy of building and insulating materials, energy efficiency and advanced envelope/shell principles. Learn to quantify building performance and prescribe improvements to help tighten the building envelope (shell), stop uncontrolled air leakage and optimize comfort and durability through insulation and HVAC performance. Hands-on efficiency testing experiences and all required materials will be provided. This course aligned with the Building Performance Institute’s (BPI) nationally recognized exam(s). (28 meeting/140 hours)

CRN CAMPUS DAY/DATE TIME ROOM
64953 Grant Mon/Wed 6/4-8/22 5:30pm–10:00pm Riverhead Bldg., 220

XOS117 OSHA 10-HOUR CONSTRUCTION CERTIFICATION Tuition $99.00
Acquire this important certification this spring! Students will learn the basic practices of identifying, reducing, eliminating and reporting hazards associated with their work. There will be an $8.00 fee collected by the instructor in class for your OSHA course completion card. Students must bring a government issued photo ID to class. (2 meetings)

CRN CAMPUS DAY/DATE TIME ROOM
64954 Ammerman Th/Fri 7/12-7/13 5:00pm-10:30pm Riverhead Bldg., 105

DRONES

XAV101 INTRODUCTION TO DRONES Tuition $75.00
Acquire basic understanding of safety equipment, current regulations and job opportunities related to drones. New technology and what the future holds for drones will be covered. (3 meetings)

CRN CAMPUS DAY/DATE TIME ROOM
64985 Ammerman Saturday 6/9-6/23 10:00am-12:00pm Riverhead Bldg., 201

SCHOOL AND MEDICAL CERTIFICATIONS AND WORKSHOPS

XED112 SAFE SCHOOLS AGAINST VIOLENCE IN EDUCATION TRAINING Tuition $36.00
All applicants for a teaching certificate on or after February 2, 2001, are required to complete at least two clock hours of course work or training in school violence prevention and intervention in accordance with Section 3004 of the Education Law. This includes applicants for certificates in administrative and supervisory service, classroom teaching service and pupil personnel service. Successful completion of this two-hour course will permit students to meet this requirement. (2 hours)

CRN CAMPUS DAY/DATE TIME ROOM
64955 Online 6/4-6/11 Online 3:00pm-5:00pm

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*Course Carries Student Accident Insurance Fee of $9.00
XED114 IDENTIFICATION AND TREATMENT OF CHILD ABUSE Tuition $45.00
Meets the training requirements of Chapter 544 of the Laws of New York, 1988, for licensure and re-registration effective January 1, 1991, which mandates that professionals with provisional certificates and those needing to renew licenses must provide documentation of having completed course work or training regarding the identification and reporting of child abuse and maltreatment. (3 hours)

CRN CAMPUS DAY DATE TIME ROOM
64958 Online 8/4-6/11
64957 Sayville Thursday 8/16 12:00pm-3:00pm 311

XED600 DIGNITY FOR ALL STUDENTS ACT (DASA) Tuition $90.00
The Dignity for All Students Act (DASA) seeks to ensure that all students attend school in an environment free from discrimination, intimidation, taunting, harassment, and bullying on school property. Under DASA, school professionals (teachers, paraprofessionals, counselors, psychologists and social workers) who apply for state certification after December 31, 2013 must take a six-hour course. This includes personnel who are applying for new certificates, e.g., paraprofessionals going from a Level 1 to a Level 2. (1 or 2 meetings, depending upon section)

CRN CAMPUS DAY DATE TIME ROOM
64961 Grant Saturday 6/16 9:00am-3:30pm Sally Slacke Ctr., 101
64962 Ammerman Mon/Tu 7/9-7/10 5:30pm-8:30pm Smithtown Bldg., 112

XSA100 SBIRT – Screening Brief Intervention Referral to Treatment Tuition $179.00
This 12-hour training will provide participants with the knowledge and ability to implement SBIRT. The training is a comprehensive, integrated, public health approach to the delivery of early intervention and treatment services for persons with substance use disorders, as well as those who are at risk of developing these disorders. The training focuses on screening procedures to identify risks; key motivational interviewing concepts and brief intervention; and referral to treatment for people with more serious alcohol and other drug use-related problems. Upon successful completion participants will receive a Certificate from New York State Office of Alcoholism and Substance Abuse Services. This course will also count as 12 CASAC hours. (2 meetings)

CRN CAMPUS DAY DATE TIME ROOM
64986 Grant Friday 7/20-7/27 9:00am-4:00pm HSEC., TBA

XAH150 INFECTION CONTROL WORKSHOP Tuition $45.00
Meets the training requirements of Chapter 786 of the Education Laws of 1992, as amended, which established a new requirement for all dentists, dental hygienists, licensed practical and registered nurses, optometrists, and podiatrists. The law states that those professionals who completed education work or training in infection control on or before July 1, 1994, must update this information every four years thereafter and attest compliance to the State Education Department with every application. All physicians, physician assistants and special assistants must attest compliance to the Department of Health. The required documentation will be supplied to all participants. Please bring your license/permit/control or certificate number to the workshop. (3 hours)

CRN CAMPUS DAY DATE TIME ROOM
64959 Online 6/4-6/11
64960 Sayville Thursday 8/16 12:00pm-3:00pm 308

MANAGEMENT AND LEADERSHIP SKILLS

XBM320 PROJECT MANAGEMENT Tuition $299.00
A first course in project management for students with no prior-related education or experience. Students completing this class will learn project management methodology, techniques, and best practices that can be applied immediately in the workplace. The course will cover ProjectScope, schedule, budget, human resources, communications, quality risk, contracts, integration, and stockholder management. Completion of this class will fulfill the Project Management Institute’s (PMI) educational requirement to be able to sit for the Certified Associate in Project Management (CAPM) Exam. Students must purchase the text A Guide to the Project Management Body of Knowledge: PMBOK Guide 6th Edition by Project Management Institute. (ISBN 978-1628253825) (6 meetings)

CRN CAMPUS DAY DATE TIME ROOM
64988 Grant Tuesday 6/12-7/17 9:00am-1:00pm Sally Slacke Ctr., 105
64987 Sayville Monday 7/9-8/3 6:00pm-10:00pm 308

MEDICAL BILLING SERIES

Upon completion of XBM101, XBM102 and XBM103 students will receive a series completion certificate.

XBM101 INTRODUCTION TO CODING DIAGNOSES FOR BILLING Tuition $105.00
A skill-based course with minimal theory which will introduce students to ICD10CM coding using practice exercises. Students must purchase ICD-10-CM 2018. The Complete Official Draft Code Set published by the American Medical Association (ISBN 978-1-62202-604-3). This is the first course in a series. (3 meetings)

CRN CAMPUS DAY DATE TIME ROOM
64964 Ammerman Tu/Th 6/12-6/19 6:30pm-9:30pm Smithtown Bldg., 114

XBM102 INTRODUCTION TO CODING PROCEDURES FOR BILLING (CPT4) Tuition $159.00

CRN CAMPUS DAY DATE TIME ROOM
64965 Ammerman Tu/Th 6/21-6/28 6:00pm-10:00pm Smithtown Bldg., 114

XBM103 INTRODUCTION TO BILLING IN THE MEDICAL OFFICE Tuition $115.00
Introduces students to billing in the medical office. Upon completion, the student will be able to identify medical terms necessary for the billing process, identify and work with the HCFA 1500 insurance form, and handle form submission and follow-up of claims. Prerequisite: XBM102. (3 meetings)

CRN CAMPUS DAY DATE TIME ROOM
64966 Ammerman Tu/Th 7/10-7/17 6:00pm-9:00pm Smithtown Bldg., 114

*Course Carries Student Accident Insurance Fee of $9.00
PHARMACY TECHNICIAN PROGRAM

Please contact Michael Riggio in the Office for Continuing Education 631-451-4892 prior to 5/30/18 to arrange for an interview and an admissions assessment to determine your eligibility.

XAH510 PHARMACY TECHNICIAN PART I* Tuition $1,695.00
Part I of a two-semester program. Acquire the knowledge and skills necessary to obtain employment in pharmacies under the supervision of registered pharmacists or licensed pharmacy technicians. Students must possess a high school equivalency (TASC). Note: Field placement is required.

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<td>5:30pm-10:00pm</td>
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XAH511 PHARMACY TECHNICIAN PART II* Tuition $1,695.00
Builds upon knowledge and skills acquired in XAH510. Prerequisite: Successful completion of XAH510 (Pharmacy Technician Part I) is required. Note: Field placement is required.

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HEALTH AND WELLNESS COURSES

XHE100 PLANNING FOR LIFE: SENIORS GUIDE TO ADVOCACY Tuition $45.00
This course will prepare the student on how to frame questions to health care professionals so that this information is clear to the patient. It will provide information about how to complete a health care proxy form. The difference between a health care proxy form and a living will; the difference between advance directives and a Do Not Resuscitate order (DNR); when is a MOLST form needed. Class discussions will include life limiting illness, choices of medical care, and communicating choices with family and loved ones. (1 meeting)

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XFT104 TAI CHI FOR EVERYONE* Tuition $135.00
Learn a form of exercise that will help increase your energy level and reduce stress, improve balance and coordination while maintaining your strength and flexibility. This form of exercise consists of gentle postures combined with slow continuous movements. (5 meetings)

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XFT124 YOGA* Tuition $95.00
Boost your concentration, flexibility and strength through Vinyasa Yoga by linking breath and movement. This active approach to yoga provides a mind/body workout that relaxes and invigorates at the same time. These sessions are suitable for all levels. Wear comfortable clothing! The instructor is an experienced yoga practitioner. This course is not designed for individuals who have pre-existing medical conditions that can be made worse by exercise. All participants should consult with their physicians prior to undertaking any program of exercise. Prior to the beginning of these classes, all course participants must read and sign an Assumption of Risk Release form. Note: Class will not meet on 7/5. (10 meetings)

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XSH133 MINDFULNESS THROUGH MEDITATION Tuition $35.00
Today more than ever before, people from every walk of life are using meditation, with its tremendous health and social benefits, to enhance their personal or professional lives. This course explores Eastern and Western philosophy and meditative approaches. Please bring the following to class: a mat, cushion or blanket, paper, pencil, and a water bottle. Please dress in comfortable clothing. (1 meeting)

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<td>8/4</td>
<td>10:00am-1:00pm</td>
<td>Brookhaven Gym, 2</td>
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XSH134 REIKI I PRACTITIONER Tuition $135.00
Through the ancient art of Usui Reiki, this course offers an understanding of the body, mind, and spirit connections. You will learn this beautiful Japanese technique which is offered in health care facilities around the world. Focusing on extensive practical experience, the Reiki Master will instruct students about the art of Reiki and how to provide Reiki sessions for themselves and others. Please bring a bottle of water to class. Course materials will be provided. (7 meetings)

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CPR AND FIRST AID

XAH113 COMMUNITY FIRST AID, CPR, AND SAFETY*  
Community First Aid and Safety is a 12-hour course that includes recognizing and caring for respiratory and cardiac emergencies in adults, infants and children. It also covers first aid topics such as cuts, scrapes and bruises; burns; bleeding control; how to minimize the effects of shock; injuries to bones, muscles and joints, such as sprains and strains; and sudden illness, including poisonings and heat and cold emergencies. The text will be provided. Successful completion of the course will result in Red Cross certification in CPR First Aid, valid for two years. (4 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64993 Sayville  Wednesday  6/6-6/27  7:00pm-10:00pm  308

XAH101 STANDARD FIRST AID*  
Instructs participants in the signs and symptoms of a heart attack; how to help someone who is choking; how to administer mouth-to-mouth resuscitation and one-person CPR; and how to help victims of bleeding and shock, burns, eye and nose injuries, bites and stings, fractures, poisoning, diabetic emergencies, stroke seizures, and temperature emergencies. The text will be provided. Successful completion of the course, including a written and practical test, will result in Red Cross certification, which is valid for two years. Note: Class will not meet on 6/20. (3 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64994 Sayville  Wednesday  6/6-6/27  7:00pm-10:00pm  308

XAH112 ADULT CPR WITH AED*  
A five-hour course that covers how to recognize and care for respiratory and cardiac emergencies in adults. Also presents information on living a healthy life and preventing heart disease. The text will be provided. Successful completion of the course will result in Red Cross certification valid for two years. (2 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64995 Sayville  Wednesday  6/6-6/13  7:00pm-10:00pm  308

XAH 110 INFANT AND CHILD CPR*  
A six-hour course that teaches participants how to recognize and care for breathing and cardiac emergencies in infants and children. It also includes information on how to prevent injuries to infants and children in and around the home and in play areas. The text will be provided. Successful completion of the course will result in Red Cross certification. Valid for two years. Note: Class will not meet on 6/13. (2 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64996 Sayville  Wednesday  6/6 & 6/20  7:00pm-10:00pm  308

XAH201 STANDARD FIRST AID RECERTIFICATION  
Standard First Aid is a review course for students who are already certified and wish to maintain certification. Successful completion of the course will result in Red Cross recertification, valid for two years. (1 meeting)
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64997 Sayville  Wednesday  6/27  7:00pm-10:00pm  308

XAH204 ADULT CPR RECERTIFICATION  
Adult CPR is a review course for students who are already certified and wish to maintain certification. Successful completion of the course will result in Red Cross recertification, valid for two years. (1 meeting)
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64998 Sayville  Wednesday  6/13  7:00pm-10:00pm  308

XAH 203 INFANT AND CHILD CPR RECERTIFICATION  
Infant and Child CPR is a review course for students who are already certified and wish to maintain certification. Successful completion of the course will result in Red Cross re-certification, valid for two years. (1 meeting)
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64999 Sayville  Wednesday  6/20  7:00pm-10:00pm  308

PERSONAL ENRICHMENT COURSES

ARTISTIC EXPRESSION

XBM141 VOICE OVER  
Voice-overs are hot today! You'll learn about an exciting, new way to get around the competition and actually turn voice-overs into a thriving full or part-time business! The instructor will discuss the voice-over business as a whole, the numerous opportunities, the incredible income potential, and the all-important "demo." You'll step up to the mic and do some practice recording, and best of all, you'll hear the results! (1 meeting)
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
65000 Ammerman  Saturday  7/7  9:30am-11:30am  Smithtown Bldg., 109

XFA104 BASIC DIGITAL PHOTOGRAPHY  
This workshop provides an exciting opportunity to explore the fascinating world of digital photography using a DSLR (digital single-lens reflex) camera. Topics include composition, light and shadow, portraiture, abstract and landscape photography. Explore how you intend to use your images – for the internet or print. What about noise reduction, burst speed, white balance, optical and digital zoom, buffer, and burst mode? Further explore these issues and the specifics of digital camera controls, such as resolution, formatting, color space and correct exposure. Students need to bring a DSLR camera to class. Each week students will bring in prints for group discussion and critique. (6 meetings)
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64972 Sayville  Tu/Th  6/12-6/28  7:00pm-9:00pm  308

*Tuition $45.00

*XBM141 - Voice Overs (6 meetings)

*XFA104 - Basic Digital Photography (6 meetings)

*Course Carries Student Accident Insurance Fee of $9.00
**XFA117 PORTRAIT PHOTOGRAPHY**  
Tuition $108.00  
This course is designed to provide students with the skills necessary to create a successful portrait. Students will explore a variety of methods and approaches to portrait photography. Topics will include lighting, location, film choice and composition. Each week students will shoot photos and critique their work in class. Students must bring their digital camera to class.  
(4 meetings)  
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**LANGUAGE AND CULTURE**

**XFL100 BASIC SPANISH FOR TRAVELERS**  
Tuition $81.00  
Intended for those planning to travel to a Spanish-speaking country. Learn the language you need to get to and from the airport, tour the country, take care of personal needs, enjoy cultural sites and eat at local restaurants.  
(3 meetings)  
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**XFL105 BASIC FRENCH FOR TRAVELERS**  
Tuition $81.00  
Intended for those planning to travel to a French-speaking country. Learn the language you need to get to and from the airport, tour the country, take care of personal needs, enjoy cultural sites and eat at local restaurants.  
(3 meetings)  
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**XFL106 BASIC ITALIAN FOR TRAVELERS**  
Tuition $135.00  
Intended for those planning to travel to an Italian-speaking country. Learn the language you need to get to and from the airport, tour the country, take care of personal needs, enjoy cultural sites and eat at local restaurants.  
(4 meetings)  
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<td>6/4-6/13</td>
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**XFL111 COMMUNITY SPANISH**  
Tuition $135.00  
This course is designed for the person who wants an easy and quick way to learn everyday Spanish. This course explores speaking in Spanish; listening in Spanish and cross-cultural issues.  
(5 meetings)  
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<td>6/5-6/19</td>
<td>6:15pm-9:15pm</td>
<td>311</td>
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**XFL104 SPANISH FOR HEALTH CARE PROFESSIONALS**  
Tuition $135.00  
Learn the basics of functional Spanish language skills to improve communication with Spanish-speaking patients. Knowledge of Spanish is not required.  
(4 meetings)  
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**ENTERTAINING**

**XCUI152 GRILLING DINNER PARTY**  
Tuition $85.00  
Treat your guests to a grilled feast. Preparation of grilled skewered herb seasoned shrimp with baby peas over tomato and fennel salad; flank steak with roulade and arugula pesto; saffron orzo and pasta salad will be demonstrated.  
(1 meeting)  
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<td>6/22</td>
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**XCUI206 SUMMER VEGETABLE PASTAS**  
Tuition $85.00  
This course demonstrates the preparation of penne with shrimp and zucchini; rigatoni with fresh tomato, garlic and Muenster; ditalini with asparagus and peas; and cold roasted summer vegetable orzo salad.  
(1 meeting)  
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**XCUI205 SUMMER EVENING COCKTAIL PARTY**  
Tuition $85.00  
Through demonstration, students will learn how to prepare grilled portobello mushrooms with grilled red pepper and fresh mozzarella; farfalle pasta salad with tuna; roasted tomato & mozzarella; and grilled marinated chicken skewers.  
(1 meeting)  
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<td>7/18</td>
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**XCUI180 EASY FINGER FOODS**  
Tuition $85.00  
In this demonstration you will learn to create bite-sized foods for your next cocktail party that will also let you enjoy your company. Discover the tools to prepare recipes in advance, leaving only a few finishing touches.  
(1 meeting)  
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**XCUI189 THE ART OF HORS D’OEUVRES**  
Tuition $85.00  
Excite your palate with the beautiful appearance, unique flavours and local ingredients. Hot and cold hors d’oeuvres preparation will be demonstrated.  
(1 meeting)  
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**XCUI174 NORTH FORK PRIMER ON OYSTERS AND CLAMS**  
Tuition $99.00  
Learn how to properly use local clams and oysters to make great North Fork shellfish dishes. Preparation will be demonstrated.  
(1 meeting)  
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*Course Carries Student Accident Insurance Fee of $9.00*
XDT100-XDT200 DRIVER AND TRAFFIC SAFETY EDUCATION*

Suffolk County Community College offers high school students a non-credit, state-certified Driver and Traffic Safety Education course. Those who successfully complete the course will receive the MV-285, “Student Certificate Completion” issued by the Motor Vehicle Department. Those who receive a “MV-285” will be eligible for a rate reduction in their automobile insurance and a senior license at the age of 17. This course will be offered on the Ammerman Campus in Selden, Eastern Campus in Riverhead, and the Michael J. Grant Campus in Brentwood. Students will need to purchase the textbook, Drive Right 2010 Student Edition Softcover, by O. Crabb, R. Thiel, F. Mottola and E. Weaver published by Pearson School DIV (K-12) (ISBN #9780133672664). To receive an application, please call the Office of Continuing Education at 631-451-4399.

PROFESSIONAL DEVELOPMENT ONLINE COURSES

Online courses are instructor-designed and accessible only over the internet. You must own a computer and have internet connectivity.

XED112 SAFE SCHOOLS AGAINST VIOLENCE IN EDUCATION TRAINING  Tuition $36.00

All applicants for a teaching certificate on or after February 2, 2001, are required to complete at least two clock hours of course work or training in school violence prevention and intervention in accordance with Section 3004 of the Education Law. This includes applicants for certificates in administrative and supervisory service, classroom teaching service and pupil personnel service. Successful completion of this two-hour course will permit you to meet this requirement. (2 hours)

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<td>6/4-6/11</td>
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XED114 IDENTIFICATION AND TREATMENT OF CHILD ABUSE  Tuition $45.00

Meets the training requirements of Chapter 544 of the Laws of New York, 1988, for licensure and re-registration effective January 1, 1991, which mandates that professionals with provisional certificates and those needing to renew licenses must provide documentation of having completed course work or training regarding the identification and reporting of child abuse and maltreatment. (3 hours)

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XAH150 INFECTION CONTROL WORKSHOP  Tuition $45.00

Meets the training requirements of Chapter 786 of the Education Laws of 1992, as amended, which established a new requirement for all dentists, dental hygienists, licensed practical and registered nurses, optometrists, and podiatrists. The law states that these professionals who completed course work or training in infection control on or before July 1, 1994, must update this information every four years thereafter and attest compliance to the State Education Department with every application. All physicians, physician assistants and special assistants must attest compliance to the Department of Health. The required documentation will be supplied to all participants. Please bring your license/permit/control or certificate number to the workshop. (3 hours)

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<th>DATE</th>
<th>TIME</th>
<th>ROOM</th>
</tr>
</thead>
<tbody>
<tr>
<td>64959</td>
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<td>Online</td>
<td>6/4-6/11</td>
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</table>

XEP100 NOTARY PUBLIC PREPARATION  Tuition $35.00

Prepare for New York State’s Notary Public Exam. This course will familiarize the student with registration and test procedures in addition to covering notary public license law. (1 meeting/3 hours)

<table>
<thead>
<tr>
<th>CRN</th>
<th>CAMPUS</th>
<th>DAY</th>
<th>DATE</th>
<th>TIME</th>
<th>ROOM</th>
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<tbody>
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</tbody>
</table>

*Course Carries Student Accident Insurance Fee of $9.00
CONTINUING EDUCATION REGISTRATION INFORMATION

1. Please print clearly, except for signature.
2. List the course number, CRN, and title of the course for which you are registering.
3. Sign the Declaration of Residence. If the statement does not apply to you, contact the Cashier's Office at: Eastern Campus - 631-548-2545 • Ammerman Campus - 631-451-4088 • Michael J. Grant Campus - 631-851-6730.
4. You must include a check or money order, made payable to Suffolk County Community College, for the tuition payment. Cash will not be accepted.
5. Submit completed registration form and payment by mail or in person to the Registrar's office at the campus which you are applying for.
6. If you wish to register and pay online, please visit the College website at www.sunysuffolk.edu. New students must follow the non-degree student application procedure before registering. Use this form only if you have never attended or applied to Suffolk County Community College, and you wish to take continuing education classes without being admitted to a degree program. Please allow one business day for this application to be processed prior to registering. Entering your email address will result in immediate confirmation of your application once you submit it. Prior applicants can register immediately online.
7. Please note the room assigned ON YOUR SCHEDULE as it may be different than that which is listed in the brochure.

GENERAL INFORMATION

COURSE LOCATIONS
Ammerman Campus • 533 College Road • Selden, New York 11784
Eastern Campus • Speonk-Riverhead Road • Riverhead, New York 11901
Michael J. Grant Campus • Crooked Hill Road • Brentwood, New York 11717
Sally Ann Slacke Center • Michael J. Grant Campus • Crooked Hill Road • Brentwood, New York 11717
Culinary Arts and Hospitality Center • 533 College Road • Riverhead, New York 11901
Sayville Downtown Center • 30 Greene Avenue • Sayville, New York 11782

CLASS CANCELLATION AND REFUND POLICY
If a course should be canceled due to insufficient enrollment, you will be notified by the Registrar's Office and you will have a check issued as promptly as possible. Full tuition refunds will be automatically issued to students who officially withdraw/drop up to one (1) day prior to the first class meeting. For all courses that meet more than once but are shorter than the full semester, an official withdrawal prior to the second class meeting will result in a 50% refund of tuition. Please visit www.sunysuffolk.edu/ContinuingEd/ for additional information.

ADMITTANCE TO CLASS
Since all courses are enrolled on a first-come, first-served basis, we encourage you to apply early. Students will be mailed a receipt within two weeks of registration. If you do not receive this, please call the Registrar's Office at the campus for which you are registering. You do not need a special card or receipt to be admitted to class. Instructors are provided with class lists with the names of those officially registered. You will not be admitted to class unless your name is on a class list and you have paid your tuition. Once again, please make note of the room in which your class is meeting, as noted ON YOUR SCHEDULE. That is the room to which you should report for class. It may be different than that which is noted in the brochure.

RETURNED CHECK CHARGE
A fee of $30.00 will be charged for any check that is returned to the College for any reason.

NOTE: THE COLLEGE RESERVES THE RIGHT TO CANCEL ANY COURSE, TO MAKE CHANGES IN FEES OR SUBSTITUTIONS IN FACULTY AND TO CHANGE DAYS OR HOURS WHEN NECESSARY. EVERY EFFORT IS MADE TO PROVIDE NECESSARY, CORRECTED INFORMATION TO THE STUDENTS AS SOON AS POSSIBLE.
Suffolk County Community College does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, equal pay compensation-sex, national origin, military or veteran status, domestic violence victim status, criminal conviction or disability in its admissions, programs and activities. This applies to all employees, students, applicants or other members of the College community (including, but not limited to, vendors and visitors). Grievance procedures are available to interested persons by contacting either of the Civil Rights Compliance Officers/Coordinators listed below. Retaliation against any person who files a complaint, serves as a witness, or assists or participates in the investigation of a complaint in any manner is strictly prohibited. For more information, see: www.sunysuffolk.edu/nondiscrimination.

The following person has been designated to handle inquiries regarding the College’s non-discrimination policies:

Civil Rights Compliance Officers

Christina Vargas
Chief Diversity Officer / Title IX Coordinator
Ammerman Campus, NFL Bldg., Suite 230
533 College Road, Selden, New York 11784-2899
vargasc@sunysuffolk.edu
(631) 451-4590

or

Dionne Walker Belgrave
Affirmative Action Officer/Deputy Title IX Coordinator
Ammerman Campus, NFL Bldg., Suite 230
533 College Road, Selden, New York 11784-2899
walkerd@sunysuffolk.edu
(631) 451-4051

In an emergency, contact Public Safety to make a report 24 hours a day/7 days a week by calling (631) 451-4242 or dialing 311 from any College phone.

Inquiries or complaints concerning alleged civil rights violations in the College's education admissions, programs and activities may also be directed to:

Office for Civil Rights (OCR) – Enforcement Office
U.S. Department of Education
32 Old Slip 26th Floor,
New York, NY 10005-2500
Telephone: (646) 428-3800
Fax: (646) 428-3843
TDD: (877) 521-2172
Email: OCR.NewYork@ed.gov
Also see: https://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm

Inquiries or complaints concerning discrimination in employment practices may also be directed to:

NYS Division of Human Rights
Long Island (Suffolk)
New York State Office Building
250 Veterans Memorial Highway, Suite 2B-49
Hauppauge, NY 11788
Telephone: (631) 952-6434
TDD: (718) 471-8300
Email: Info.LongIsland@dhr.ny.gov
Also see: https://dhr.ny.gov/how-to-file-complaint

U.S. Equal Employment Opportunity Commission (EEOC)
New York District Office
33 Whitehall Street, 5th Floor
New York, NY 10004
Telephone: (800) 669-4000
Fax: (212) 336-3790
TTY: (800) 669-6820
ASL Video Phone: (844) 234-5122
Also see: https://www.eeoc.gov/field/newyork/charge.cfm

Suffolk County Community College is committed to fostering a diverse community of outstanding faculty, staff, and students, as well as ensuring equal opportunity and non-discrimination in employment, education, access to services, programs, and activities, including career and technical education opportunities.

A copy of the postsecondary career and technical education courses offered by the College is available and may be obtained on our website at: sunysuffolk.edu/explore-academics/college-catalog or by calling the Office of Admissions at (631) 451-4000 to request a mailing.

*Course Carries Student Accident Insurance Fee of $9.00
CONTINUING EDUCATION REGISTRATION FORM – SUMMER 2018

Last Name: __________________________ First Name: ______________________ Middle Name: _______________

The Personal Privacy Protection Law requires this notice to be provided when collecting personal information from individuals. The information on this registration form will be used by the College to evaluate your request for registration and will be incorporated into your student records if/when you enroll. Failure to provide the requested information could prevent your registration from being processed. The authority to request this information is found in Section 355(2)(h) of the NYS Education Law. This registration form information will be maintained in the College Records Office and/or by the Office for Continuing Education, as appropriate. The official(s) responsible for the maintenance of this information is the College Registrar and/or the Office for Continuing Education. Suffolk County Community College, 533 College Road, Selden, NY 11784. Your Social Security Number is used to coordinate the collection of information for all your student records. Authority to collect the Social Security Number is granted under Section 355 of the New York Education Law. The disclosure of your Social Security Number is voluntary and you may refuse to provide this information.

Social Security #: __________________________

TERM: Fall  Spring  Summer  Wintersession  Year: __________

Mailing Address: ____________________________ City: ______________________ State: ______________ ZIP Code: __________

Permanent Address: ________________________ City: ______________________ State: ______________ ZIP Code: __________

(Address where you reside)

County (if other than Suffolk): _________________ Home Phone: (________) _____________ Cell Phone: (________) _____________

High School Attended: __________________________________________

Date of Birth: Day _______ Month _______________ Year ______ Former Last Name: ___________________________

Home Campus: ______________________ Email: ______________________________

A = Ammerman (Selden)  E = East (Riverhead)  W = West (Michael J. Grant/Brentwood)

Gender/Ethnicity/Race (These questions are for statistical purposes only. Your response is optional and does not affect your admission/registration. You will be given another opportunity to provide this information after registration if you wish to do so):

Gender: _________________ (F=Female / M=Male)

Ethnicity:

Are you Hispanic/Latino? □ Yes □ No

If Hispanic or Latino, please indicate your ethnicity (select one):

□ Cuban □ Dominican □ Mexican □ Puerto Rican □ South American □ Central American □ Other Hispanic/Latino

Race (select one or more):

□ American Indian or Alaska Native □ Asian □ Black or African American □ Native Hawaiian or Other Pacific Islander □ White

Background Information:

1. Have you ever been suspended from college for disciplinary reasons? □ Yes □ No

2. Have you been a legal resident of the State of New York for the past twelve (12) months? □ Yes □ No

3. Have you been a resident of the County of Suffolk for the past six (6) months? □ Yes □ No

4. Are you a citizen of the United States? □ Yes □ No

5. Are you a veteran of the United States Armed Forces? □ Yes □ No

EMERGENCY CONTACT INFORMATION:

Last Name: __________________________ First Name: ______________________ Middle Name: _______________

Address: ____________________________ Relationship: __________________________

Primary Phone: ______________________ □ Home □ Work □ Cell □ Other

Secondary Phone: _____________________ □ Home □ Work □ Cell □ Other

COURSE SELECTION:

CAMPUS                        CRN                        SUBJECT                        COURSE                        TUITION FEES

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

Form of Payment □ Check □ Money Order Amount Due: __________________________

SIGNATURE: __________________________ Date: ____________

Mail this form to the Registrar’s office at the campus where you are applying for courses.

Suffolk County Community College
Eastern Campus
Registrar’s Office
121 Spook/Riverhead Road
Riverhead, NY 11901
Suffolk County Community College
Ammerman Campus
Registrar’s Office
533 College Road
Selden, NY 11784
Suffolk County Community College
Michael J. Grant Campus
Registrar’s Office
Crooked Hill Road
Brentwood, NY 11717

*Course Carries Student Accident Insurance Fee of $9.00  

For Office Use Only: (NEWNOMM: SAAQUIK/SFAREGS) Processed by: __________________________ Date: ____________  

revised: 10/19/17

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________