Career and professional development that sets you apart.

Marci
CompTIA Security+ Certified

IT Prep Courses for:

- CompTIA – A+, Network+, Security+
- EC – COUNCIL - Certified Ethical Hacker
- (ISC)² - CSM is a Global Academic Partner with (ISC)²
- CISSP - Certified Information Systems Security Professional

See Inside for Courses in:
Business
Construction Trades
Healthcare
Hospitality
Teacher Education
and more ...

CSM
college of southern maryland
www.csmd.edu/ContinuingEducation
CYSBERSECURITY

CSM offers a wide range of courses in diverse fields for your career development. Choose from business, technology, healthcare, skilled trades, teacher education, and many more.

For serious-minded information security professionals, consider adding one or more of these top five information security certifications to your resumé to set yourself apart in this competitive market. Here are a few of the best security certifications for 2015.

- CompTIA Security+
- Certified Ethical Hacker
- Certified Information Systems Security Professional (CISSP)

FALL 2015

CSM is currently offering the following courses this fall:
- ITS-8280 Intro to PC Security
- ITS-8540 Advanced PC Security
- ITS-7910 CompTIA Security+
- ITS-8550 CompTIA Security+ Cert Prep
- ITS-8570 CompTIA Security+ Cert Prep 2

For more information, see the Computer and Information Technology section of this schedule, call Continuing Education at 301-539-4760 or 1-800-933-9177, ext. 4760, or visit www.csmd.edu/Workforce Development. You can also send an e-mail to conedops@csmd.edu.

“

At CSM, I’ve gotten real hands-on experience to use at my job in cybersecurity and information assurance.

”

Marci
CompTIA Security+ Certified

John Warsinske
CSM Instructor
(ISC)² CISSP, PMP, ITIL v3
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Contact/Information
301-539-4760 or 1-800-933-9177, ext. 4760

Three Easy Ways to Register!
REGISTER ONLINE

REGISTER ON CAMPUS

REGISTER BY MAIL

See the General and Registration pages for details.

COMING THIS FALL . . . New Website for CSM
Coming in the fall, the College of Southern Maryland (CSM) will be launching a fully re-imagined and re-designed website. See page 53 for details.
ANIMAL INTERESTS

Start a Pet Sitting Business
If you’re an animal lover, find out how to translate your passion into a profitable career! You will master the essentials of starting a pet sitting business. Begin with dog and cat care, including nutrition, exercise, first aid, and identification of common diseases. Find out how to handle home visits and impress potential clients. In addition, you will delve into the finances and explore start-up costs. By the end of the course, you will have all the knowledge you need to be a successful pet sitter. Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration.

PEP-8090 tuition: $62 / fees: $77
128552 Sept 16 – Oct 23 Online: Ed2go

Basic Dog Obedience
Imagine your furry BFF (best furry friend) and you sharing a class and bonding. Now imagine discovering a way of interacting together that increases good behavior and connection. You don’t have to imagine any longer. Join us for Basic Dog Obedience and bond, create a connection, and have your dog learn good canine manners! Topics that will be covered include understanding your dog, effective communication, training equipment, canine physiological information, and cutting edge training techniques. Also learn good manner commands and how to use them in everyday situations. Instructor has over 20 years of experience as a law enforcement K-9 handler and is currently a member of Association of Pet Dog Trainers, SoMd Association of Professional Pet Sitters, United States Police Canine Association, and National Police Bloodhound Association. All materials are included in the cost of the class to include use of equipment for all obstacles and food rewards for your dog. Proof of vaccines must be presented at start of class (Rabies, Distemper and Bordetella). Dogs must have collar and/or harness and standard leash during class. Waiver form will need to be signed the first day of class.

PEP-9280 tuition: $10 / fees: $119
128324 Tu 6PM – 7PM Sept 22 – Oct 27 BFFF

Canine Agility
Take your dogs conditioning to a new level! You and your dog will work together as a team to master a series of outdoor agility obstacles and, in doing so, build a unique bond. Expose your dog to new things making him/her more confident, all while you get your exercise as well! Instructor has over 20 years of experience as a law enforcement K-9 handler and is currently a member of Association of Pet Dog Trainers, SoMd Association of Professional Pet Sitters, United States Police Canine Association, and National Police Bloodhound Association. All materials are included in the cost of the class to include use of equipment for all obstacles and food rewards for your dog. Proof of vaccines must be presented at start of class (Rabies, Distemper and Bordetella). Dogs must have collar and/or harness and standard leash during class. Waiver form will need to be signed the first day of class.

PEP-9490 tuition: $10 / fees: $109
128321 Su 1:30PM – 5PM Sept 20 BFFF

Pet CPR & First Aid
Earn your Red Cross Pet CPR and First Aid Certification. Learn and practice pet CPR, bandaging/splinting your pet, the proper treatment of poisoning, burns, trauma, orthopedic injuries, and so much more. All materials to include reference book, test and CPR certification are included in the cost of the class. Class will be held at Bone-A-Fied Friends Forever Pet Services (www.mybffpetservices.com) 4611 Wilkerson Rd. Brandywine Maryland 20613.

PEP-9290 tuition: $10 / fees: $139
128318 Sa 2:15PM – 3:15PM Sept 19 – Oct 24 BFFF
ARTS AND CRAFTS

Introduction to Digital Scrapbooking
Learn to use digital editing techniques to show off your photos and memorabilia in Introduction to Digital Scrapbooking! Using Photoshop Elements, learn how to make the most of your scrapbooking talents and artistic ideas when you combine traditional and digital scrapbooking. Starting with simple projects, quickly master how to build pages, use artistic journaling, and produce sophisticated illusions. Photoshop Elements lets you build your own clip art, create frames, and develop multi-layer pages with an endless array of layouts and designs. See how to draw and create your own art, build collages and scrapbooks to share and work with both color and black and white. If you need to restore or age images - the tools are all available for you. Join us and take your scrapbooking to a new level! Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

AAA-5610 tuition: $62 / fees: $77
128567 Oct 14 - Nov 20 Online: Ed2go

Drawing for the Absolute Beginner
Have you always been interested in drawing, but never really knew how to get started? Gain a solid foundation and understanding of the basics to drawing and become the artist you’ve always dreamed you could be. You will explore different drawing materials, set up procedures, lighting and rendering techniques, design and layout methods, and much more. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

AAA-7110 tuition: $62 / fees: $77
128575 Sept 2 - Nov 20 Online: Ed2go

Batik
Learn one of the oldest resist dyeing techniques while creating your own piece of fine art! Batik is an ancient wax-resist art form used to produce layers of color through wax application on fabric, hand painting and then tub-dying. Learn and apply the full process of traditional batik painting on fabric from waxing, dyeing, color layering and wax removal. No experience is needed for this fun, unique and relaxing art form- just bring your creativity and love of color! All materials are included in the cost of the class.

AAA-7200 tuition: $10 / fees: $79
128417 Th 7:15PM - 9:15PM Sept 24 - Oct 15 B207-LEON

3 Dimensional Fiber Art: Basketry
Information about basket uses and forms, materials, and methods will be discussed. Techniques will be demonstrated and you will develop your skills through experiential learning. Three baskets will be completed. Session I: Project: Box Basket with a Wooden Lid (approximately 5" X 8" X 3" high) Weave a rectangular basket, shaping to a pre-made rim, to fit a finished wooden lid. Some choice of dyed accent rows will be available. Session II: Project: Double Wall Basket (approximately 6" in diameter and 5" high) Learn to weave a small round basket with a brightly colored interior and a plain exterior, because it has an inner and outer wall. Some choice of dyed accent weavers will be available. Session III: Project: Meeting Tote Basket (approximately 6" X 8" X8" high) Weave a rectangular basket that transitions to round at the top. Add shaker tape handles and a tie-on to decorate it. Some choice of colors will be available. Please bring a bag lunch to each class.

PEP-7490 tuition: $10 / fees: $159
128411 Su 10AM - 3:30PM Sept 27 MCAC
Su 10AM - 3:30PM Oct 25 MCAC
Su 10AM - 3:30PM Nov 15 MCAC

Painting Class: Acrylic Fundamentals
Acrylics are popular because they are vibrant and dry quickly. Work from still life, interior space and people or animals, to develop a basic understanding of painting three-dimensional space and form. Basic compositional elements will be discussed and reviewed. The uses of shape, value and color will be emphasized. You will need to purchase class supplies which will be emailed PRIOR to class start date. This course is designed for beginning and intermediate students.

PEP-9080 tuition: $10 / fees: $139
128243 M W 6:30PM - 8:30PM Oct 19 - Nov 11 PFA104-PRIN
Beginning Drawing
Develop your drawing skills and advance the development of your observation skills in this beginner drawing class. You will learn a variety of techniques for expressing form, light, and color using graphite pencil and colored pencil. You will work from nature, found objects, models, and your imagination. Assignments will include self-portraits, sketches of familiar objects, and architectural forms. Simple tricks to achieve the representation of proper perspective will be taught. Peer and instructor critiques are included. A supply list will need to be purchased by the student and will be provided the first night of class.

PEP-9190 tuition: $10 / fees: $139
128325 Tu Th 6:30PM – 8:30PM
Sept 22 – Oct 15 ST142–LAPL

Foundations and Concealers
Want to learn how to create a smooth, even tone, and natural look with foundation? Need to disguise those raccoon eyes? Then join Joy A. Johnson, international educator, makeup and nail stylist for a live demonstration on foundations and concealers. Have all the proper tools explained so even a makeup novice can leave this class feeling confident. Please bring your makeup bag so the instructor can look over your products and tools and advise you on what to keep and what to remove.

PEP-9030 tuition: $10 / fees: $55
128353 Sa 2PM – 5PM
Sept 26 CS101–LAPL

New Batik Tee Shirt Making
Learn one of the oldest resist dyeing techniques while creating your own Batik Tee Shirt! Batik is an ancient wax-resist art form used to produce layers of color through wax application on fabric, hand painting and then tub-dying. No experience is needed for this fun, unique and relaxing art form. This class is a nice simple introduction to Batik and you will go home with your own wearable art! All materials included in the cost of the class.

PEP-9560 tuition: $10 / fees: $59
128430 Tu Th 7:15PM – 9:15PM
Oct 27 – Oct 29 B207–LEON

Batik Tee Shirt Making
Learn one of the oldest resist dyeing techniques while creating your own Batik Tee Shirt! Batik is an ancient wax-resist art form used to produce layers of color through wax application on fabric, hand painting and then tub-dying. No experience is needed for this fun, unique and relaxing art form. This class is a nice simple introduction to Batik and you will go home with your own wearable art! All materials included in the cost of the class.

PEP-9560 tuition: $10 / fees: $59
128430 Tu Th 7:15PM – 9:15PM
Oct 27 – Oct 29 B207–LEON

Envied Eyes
Want to learn how to create a natural look, or the infamous smokey eye? How about how to groom and shape your brows? Then join Joy A. Johnson, international educator, makeup and nail stylist for a live demonstration on how to apply and choose the right eye shadow, eye primer, eye liner and eye cream. Last but not least, learn the proper tools needed to accomplish a flawless application. Please bring your makeup bag so the instructor can look over your products and tools and advise you on what to keep and what to remove.

PEP-9020 tuition: $10 / fees: $55
128382 Sa 2PM – 5PM
Oct 24 CS101–LAPL

Kissable Lips and Cheeky Cheeks
Want to learn how to sass up your lips and color your cheeks? Then join Joy A. Johnson, international educator, makeup and nail stylist for a live demonstration on the topic of lips and cheeks. Discuss lip primer, lip liner, lip stick, lip gloss, cheek color, and bronzers. Learn application, color selection, and tips and tricks for longevity. Have your face analyzed and receive recommendations for your specific application of cheek color/bronzer based upon your face shape. Finally, learn the proper tools needed to accomplish a flawless application. Please bring your makeup bag so the instructor can look over your products and tools and advise you on what to keep and what to remove.

PEP-9050 tuition: $10 / fees: $55
128405 Sa 2PM – 5PM
Nov 21 CS101–LAPL

How to Apply Your Own Lashes
Want to have fun flirty lashes everyday and apply them yourself? Then join Joy A. Johnson, International Ardell Lash Educator, makeup and nail stylist for a live demonstration and self application on how to apply band/strip eye lashes. Come and see how a set of lashes can take your look to the next level and NOT make you look foolish. Recommendations for certain eye lash types will be discussed as well as a list of recommended lashes for you. Be sure to bring a table top mirror as you will apply your own lashes after a tutorial on proper tools needed to accomplish a flawless application. Please bring

PEP-9030 tuition: $10 / fees: $55
128353 Sa 2PM – 5PM
Sept 26 CS101–LAPL
BEER AND WINE

NEW Girls Night Out - For the Love Of Chocolate
Ladies, grab your friends for a one-of-a-kind night out. You do not need a reason to celebrate other than the joy of friendship itself. If you are looking for a fun and effective way to bond with friends or meet new ones, and you love a good wine and gourmet chocolate, than Girls Night Out For the Love of Chocolate is for you! Learn the complexities of pairing wine and chocolate. Each has its own subtleties and flavor notes that need to be considered to maximize the flavor in a pairing. Class will be taught by professionals from Artfully Chocolate in Old Town Alexandria. Become knowledgeable about fine chocolate and fine wine and what to look for in pairing the two. You will be sampling 6 different wines and 12 delicious gourmet chocolates. Join us for an evening of fun, friendship and decadence! Must be 21 to register.

PEP-9630 tuition: $10 / fees: $59
128367 Th 6:30PM – 8:30PM
Oct 8 CE119–LAPL
128398 Th 6:30PM – 8:30PM
Nov 12 CE119–LAPL

NEW Wonderful World of Wine Tasting
Dust off your corkscrew and discover the wonderful world of wine! Taste your way through local wine from our very own Perigeaux Vineyard and Winery in Calvert County. Learn basics on growing grapes, basic wine making techniques, tasting techniques, food and wine pairing and proper wine service and storage. You'll also discover how to describe the characteristics of wines and find out how to pick the best bottle for your next occasion. You'll leave this class with a new appreciation for wine and thirst to learn more! Must be at least 21 years of age to register.

PEP-9660 tuition: $10 / fees: $49
129176 Th 6:30PM – 8:30PM
Oct 1 PFB221–PRIN
129175 Th 6:30PM – 8:30PM
Oct 29 CE119–LAPL
129171 Th 6:30PM – 8:30PM
Oct 15 B313–LEON

NEW Craft Beer 101
It’s a great time to be a craft beer drinker! Join us for this hands-on experience where you will learn how to discern aromas and flavors and enjoy the wide variety of craft beers that are available right here in our own backyard. Hosted by Mully’s Brewery - Southern Maryland’s first and finest production brewery - learn about the history of beer, beer pairings and of course, sample local craft beers such as Marc Six Blonde, Patuxent Pale Ale and Shucker Stout to name a few. Must be 21 years of age to register for this class.

PEP-9570 tuition: $10 / fees: $39
128263 F 6:30PM – 8:30PM
Nov 13 PFA204–PRIN
128310 F 6:30PM – 8:30PM
Sept 11 CS100–LAPL
128423 F 6:30PM – 8:30PM
Oct 9 B314–LEON

NEW Walk and Wine
Join us for CSM’s new wine and walking club. Get some fresh air and un “wine”-d with your friends and/or meet new ones. Stroll around the CSM La Plata campus while talking and having fun in a non-competitive environment. After the walk, enjoy different wines and sample appetizers while learning some new culinary recipes. Each class will highlight different wines, appetizers and recipes so each month will be something new! Must be 21 to register.

PEP-9580 tuition: $10 / fees: $39
128315 Th 6:30PM – 8:30PM
Sept 17 CE119–LAPL
128376 Th 6:30PM – 8:30PM
Oct 15 CE119–LAPL
128391 Th 6:30PM – 8:30PM
Nov 5 CE119–LAPL

your makeup bag so the instructor can look over your products and tools and advise you on what to keep and what to remove.

PEP-9040 tuition: $10 / fees: $55
128410 Sa 2PM – 5PM
Dec 12 CS101–LAPL
Basic Computer Skills for Seniors
Attention all AARP members, retired workers, baby-boomers, and/or career changers! Finally, a class designed to help you become computer literate in a non-threatening environment at an economical price. Learn how to use a desktop computer system, sign on and off the computer, and identify the use of basic computer software such as MS Office suite. Create, edit and save MS Word documents, browse web sites, and create, send, and receive e-mail messages.

**PEP-7770  tuition: $10 / fees: $49**

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Intermediate Computer Skills for Seniors
Take your basic computer skills to the next level. Enroll and build upon the foundation of the basic skills you already have. Identify and know more advanced techniques in MS Word; create, rename and delete files in My Documents; sign up for Facebook; find friends and upload photos; understand twitter and blogging; and learn web safety techniques to make your desktop computer system secure. Specifically designed for seniors with limited knowledge who desire to learn more advanced computer skills and techniques.

**PEP-8510  tuition: $10 / fees: $49**

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Jump Start Your Career With LinkedIn
Did you know that 95% of all job opportunities aren’t made public? Did you know that most people get their jobs through their “connections”? If you’ve been frustrated in your career or job search, LinkedIn is the solution you’re looking for. Whether you already have an account and you haven’t taken advantage of it yet, or you’re just beginning to think about signing up, this course will give you the knowledge you need to succeed with LinkedIn. Gain hands-on experience with this powerful tool as you build your own career network. Learn how to create a profile that shows your professional achievements off to their best advantage, and gain techniques for deepening and expanding your business contacts. Learn about LinkedIn groups - a great way to find others who share your interests and background, and who may be major players in your industry. Also learn how to incorporate LinkedIn into your overall job-search and career development strategy, including traditional methods such as calling, letter writing, email etiquette, in-person interviewing, as well as some of the newer media, including text etiquette and social media do’s and don’ts. Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration for this online class.

**AAA-7190  tuition: $65 / fees: $77**

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COOKING

**Savory and Sweet Sauces**
Let's face it- everything tastes better with sauce! Explore the art of sauce making with the five mother sauces and how you can take them and make them extraordinary. Make a basic cream sauce and turn it into sharp cheddar cheese sauce for your next pasta dish, or a brown sauce for savory mushroom and peppercorn gravy for a delicious steak dinner. Branch out with sweet dessert sauces and tangy vinaigrettes and dressings. Learn how to dress up any dish with a homemade sauce and make enough so you can always have some ready for your next dinner party or backyard BBQ. This is mainly a demonstration cooking class with student participation. Leave with a jar of your own homemade sauce mixture.

**PEP-7860  tuition: $10 / fees: $49**

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**Pizza School**
Forget 10 minute delivery pizza and join us as we slowly prepare and cook genuine delicious Italian pizza! You will learn about the 5 original pizza recipes, pizza colors, what pizza had to do with the Royal Family and how to only choose real buffalo mozzarella. Learn how to prepare and cook, step by step, 10 modern Italian pizza recipes. Be
prepared for the final surprise - a pizza dessert. Buon Appetito! This is a hands on beginner level cooking course with a native Italian instructor. Please bring plastic containers to take home extra food.

**Gum Paste and Fondant**

Take your cake decorating skills to a whole new level with Gum Paste and Fondant icing. You will create beautiful flowers and borders by hand. If you liked playing with modeling clay in your younger days, you'll love working with gum paste and fondant. Learn to cover your cake and cake boards in fondant. Decorate with bows, mums, carnations, calla lilies, rosebuds, roses, and daisies, all hand formed with gum paste. You will also learn how to make an eyelet, ruffle or embellished rope border to complete your cake design. Please bring one package of white ready-to-use rolled fondant, one package of ready-to-use gum paste, reusable cloth wipes, a work surface (roll and cut mat, cookie sheet, or smooth piece of plastic) to roll out icing, rolling pin, gel colors, and your practice board to the first session. A basic fondant book and kit are included in the cost of the class. Basic cake decorating experience is required.

**HGC-7130 tuition: $10 / fees: $129**

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Meet the Pasta

Have you ever wanted to learn real Italian cooking? Tired of books and fake Italian restaurants? Then this is the perfect course for you. Our award-winning Italian cooking teacher will train you in the art of Cucina Italiana. No theory here. Prepare together as a group from raw ingredients, lasagne, manicotti, gnocchi, ragu, pesto, and other famous pastas and sauces. A wine selection will be suggested for each recipe. No experience necessary. Buon Appetito! This is a hands on beginner level cooking course taught by a native Italian instructor. Please bring plastic containers to take home extra food.

**Cupcake Decorating**

Learn the basics of decorating cupcakes. Make that swirl top of icing like you see on most cupcakes today and learn some fun ways to decorate them. Master the following techniques: drop flower, rosette, star, pull out star, dots and zigzags. Improve your skills and join us for a few hours of cupcake decorating fun! Must bring one dozen, baked, unfrosted cupcakes to the class. Frosting and 12 piece cupcake decorating kit is included in the cost of the class.

**PEP-8940 tuition: $10 / fees: $39**

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Meet the Pasta

Have you ever wanted to learn real Italian cooking? Tired of books and fake Italian restaurants? Then this is the perfect course for you. Our award-winning Italian cooking teacher will train you in the art of Cucina Italiana. No theory here. Prepare together as a group from raw ingredients, lasagne, manicotti, gnocchi, ragu, pesto, and other famous pastas and sauces. A wine selection will be suggested for each recipe. No experience necessary. Buon Appetito! This is a hands on beginner level cooking course taught by a native Italian instructor. Please bring plastic containers to take home extra food.

**PEP-8800 tuition: $10 / fees: $59**

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Meet the Pasta

Have you ever wanted to learn real Italian cooking? Tired of books and fake Italian restaurants? Then this is the perfect course for you. Our award-winning Italian cooking teacher will train you in the art of Cucina Italiana. No theory here. Prepare together as a group from raw ingredients, lasagne, manicotti, gnocchi, ragu, pesto, and other famous pastas and sauces. A wine selection will be suggested for each recipe. No experience necessary. Buon Appetito! This is a hands on beginner level cooking course taught by a native Italian instructor. Please bring plastic containers to take home extra food.

**HGC-7110 tuition: $10 / fees: $129**

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Luscious Low Fat Lightning Quick Meals

Have you ever wished you had a personal chef preparing luscious, low-fat meals for you? This course is the next best thing! Learn how to ferret out fat in recipes, and discover how to reduce fat without sacrificing flavor or texture. Explore how to use flavor profiling to expand your culinary horizons. Learn how to prepare casseroles, crock-pot dishes, vegan dishes, oven-fried foods, meat-based meals, and many other entrees that are both nutritious and delicious! Discover how to get in and out of the kitchen faster, including tips for grocery shopping, menu planning, food preparation, and quicker cooking. Learn a dietitian's tricks of the trade for encouraging reluctant family members to eat more healthfully. Try over 50 exciting and easy low-fat recipes for tasty entrees, side dishes, desserts, and garnishes, with each recipe demonstrating a topic that’s covered in the lessons. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

PEP-5570  tuition: $62 / fees: $77
128616  Oct 14 – Nov 20  Online: Ed2go

Secrets to Turkish Cooking

Under the guidance of your host Sukruye, (otherwise known in the Southern Maryland area as the Turkish Lady) you will immerse yourself in the Turkish life and discover the delights of this exotic country. Suitable for all levels from complete beginners to experienced foodies, you will concentrate on the traditional cuisine of Turkey using its exotic array of spices and flavorings along with fresh ingredients, including lean meats and vegetables. The Turkish Lady is a passionate and enthusiastic cook who loves nothing better than teaching others her traditional local dishes such as fire roasted pepper salad, lamb shish kabob, su boregi, and Turkish kofte to name just a few. So if you are looking for a meal out of the ordinary, then join us for the Secrets to Turkish Cooking! This is a demonstration cooking class with student participation. Please bring plastic containers to take home left over food.

PEP-9110  tuition: $10 / fees: $59
128364  F 6PM – 9PM  Oct 2  NPHS

Couples Night Out - Italian Style

Grab your sweetie and join us for a night of love, laughter and a lot of food! Our native Italian instructor (Ms. Baldasarri) will guide you as you explore the food of love “Italian Style”. Enjoy a full Italian menu including appetizer, main dish, dessert and don’t forget the wine! Learn to speak the language of love, one bite at a time! This is a demonstration cooking class with student participation. Space is limited and this class fills fast so register early. Must be at least 21 years old to register. This class is per person so both partners must register.

PEP-9140  tuition: $10 / fees: $59
128393  Tu 6PM – 9PM  Nov 10  EWNF

Knife Skills

Learn how to literally have the sharpest knives in your drawer with this interactive knife skills class. In just 3 short hours you will learn the uses and techniques specific to the chef's knife, serrated knife, paring knife and slicer. Classic cuts and techniques include de-boning a whole chicken, various cuts for fruits and vegetables, knife sharpening and cleaning. Come hungry because no knife class would be complete without making a delicious meal as we slice, chop, and dice our way to excellent knife skills! This is a demonstration cooking class with student participation.

PEP-9150  tuition: $10 / fees: $59
129275  TH 6PM – 8:30PM  Nov 5  CCAT

Fall in Tuscany

Join us for an unforgettable experience at Fall in Tuscany! Forget meatballs and Alfredo sauce preconceptions. These tasty dishes are only found in Pisa, Florence, Siena and other Tuscan provinces and represent the wonders of simplicity and flavor of local Italian cuisine. Menu will include items such as Minestrone (soup) bruschetta (appetizer), manzo with herbs (beef main course) and pera cake (dessert). Cooked from raw and fresh ingredients only experience a true taste of Italy. Bring your appetite! This is a demonstration cooking class with student participation taught by a native Italian instructor.

PEP-9350  tuition: $10 / fees: $59
128357  Th 6PM – 9PM  Oct 1  NPHS
COOKING

Risotto Workshop
Risotto is a dish that has become associated with fancy high end restaurants, but really, it’s the epitome of Italian home cooking and comfort food. Knowing how to make a good risotto is something that every cook should have in their back pocket, if only because it’s one of those satisfying and easy to prepare dishes that never fails to impress! Learn through step-by-step preparation how to make numerous types of risotto such as vegetable, mushroom, and asparagus just to name a few. You will definitely not go home hungry! This is a hands on cooking class taught by a native Italian instructor. Please bring plastic containers to class to take home extra food.

PEP-9360 tuition: $10 / fees: $59
128888 Th 6PM - 9PM
Dec 3 NPHS

Intergenerational Pizza School
Stop in for some bonding time with your child and learn how to make true Italian pizza to top it off! This is a great father/daughter, mother/son opportunity or any other combination, including grandparents as well. Exposure to cooking together is important because it promotes family and quality time at home. Learn through step-by-step hands on experience on how to mix, knead and roll out the dough. A variety of pizzas will be made using fresh Italian ingredients. What a wonderful way to spend quality time together with that special young person in your life and really - who doesn't like a good pizza! This is a hands on cooking class taught by a native Italian instructor. One adult per child is required to register and attend. Child is free but must be at least 5 years of age to attend. Please bring a plastic container to bring home extra pizza.

PEP-9380 tuition: $10 / fees: $69
128399 Sa 12PM - 3PM
Nov 14 NPHS

NEW Mastering Seafood
Cooking seafood at home may seem daunting, but this class will show you how simple and satisfying it can be. Impress your family and friends by learning how to make a gourmet seafood dinner! Learn the finer points of making lobster, sea bass, and rockfish along with all the trimmings. Top it all off with the biggest surprise of the class—lobster ice cream! The only thing you need to bring is your appetite and a love of seafood! This is a hands on cooking class with student participation. Space is limited so register early.

PEP-9590 tuition: $10 / fees: $69
128404 Th 6PM - 9PM
Nov 19 NPHS

NEW The Whole Hog
Join us at our newest location at Eatwell Farms in LaPlata with well-renown Chef Michael Bonk Chef de Cuisine from The Pig restaurant in DC. Start the night off with a tour of the farm along with fresh “nibbles” found right on site in the Eatwell garden pickled and spiced. Move on to the fastest focaccia ever, fresh bacon, heirloom tomato, purple basil mayo and greens foraged from the farm. For the main course...get to know the whole pig in ways you never knew existed like pork belly stuffed with sausage, charred kale and strawberry jam. We will be using fresh pork from Hancock farm right here in Charles County. Finish the night and cleanse your palate with homemade tomato gelato with whipped ricotta and honey right from the hives at Eatwell - it doesn’t get any fresher than this! Wine will also be served. Register early as seating is limited. This is a demonstration cooking class and you must be 21 years of age to register.

PEP-9600 tuition: $10 / fees: $79
128351 Th 6PM - 9PM
Sept 24 EWNF
NEW  Pickling: Perfectly Preserved
When it comes to the delicious world of pickling, dill cucumbers are just the tip of the iceberg. Pickling: Perfectly Preserved offers hands-on participation and the chance to pickle whatever is in season. The class will cover process and ingredient selection for pickling and canning. Use vegetables such as cucumbers, cabbage, carrots, peppers or mix veggies with herbs and spices. Take home the items you pickled.

PEP-9610  tuition: $10 / fees: $39
128355  Sa  12PM – 2PM
         Sept 26  NPHS

NEW  Traditional Italian Christmas
Christmas is by far the most important holiday of the year in Italy with festivities lasting from December 24th through January 6th. Family gatherings are the most important part with family members reuniting from whatever corner of the world they may have settled in. It is around the table that Italian families come together to feast and reunite. Join us for a Traditional Italian Christmas and experience the splendid food and drink of this special time of year. Menu includes cocktail della casa, Sgabei (pasta fritta), Involtini d’asparagi e pancetta (asparagus and pancetta), Branzino al cartoccio (sea bass) and Gnoci de patate (potato pasta). There will also be an assortment of Italian desserts. This is a hands on cooking class taught by a native Italian instructor.

PEP-9640  tuition: $10 / fees: $59
128889  Sa  12PM – 3PM
         Dec 12  NPHS

DRIVER EDUCATION

Driver Education Classroom/Behind the Wheel
The Motor Vehicle Administration (MVA) requires this course for those wishing to obtain a Maryland Driver’s License. Maryland law requires thirty hours of classroom instruction and six hours of driving. Classroom instruction includes orientation, discussion of space management, basic maneuvering, reducing risk and personal factors influencing operator performance and collision avoidance. In addition, six hours of individual student driving will be scheduled at the orientation and will be offered in four 1 1/2 hour sessions. The MVA requires that the student attend an orientation accompanied by a parent, guardian or mentor. The orientation will be 3 hours long and will acquaint students with the school’s requirements and components of Maryland’s Graduated Driver Licensing Laws. Students must be 16 years old and have a learners permit to attend the classes.

Prerequisite: The first class meeting date listed is a mandatory orientation that must be attended with a parent or guardian. You must bring your learners permit with you to orientation. The second set of dates are the dates for the classroom portion of this class. In addition to the dates and times listed, there is an additional six hours of driving time (four 1.5 hour sessions) that will be scheduled during the orientation. Student must be age 16 by the first date of class (orientation).

TRA-9000  tuition: $125 / fees: $224
127879  Tu  6PM – 9PM
         Aug 25  PFA119–PRIN
         M Tu Th  6PM – 9PM
         Aug 31 – Sept 21  PFA233–PRIN
         W  6PM – 9PM
         Sept 9  PFA233–PRIN

CALVERT COUNTY

Reminder: In addition to the orientation and classroom hours listed below, six hours of individual student driving time will be scheduled at the orientation.

LOCATIONS KEY

LAPL  La Plata Campus
LEON  Leonardtown Campus
PRIN  Prince Frederick Campus
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### Driver Improvement Program

The Driver Improvement Program (DIP) is required by Maryland law for individuals who have a suspended or revoked driver’s license. DIP may also be required for certain violations cited under the provisional license. Individual’s participation in the Driver Improvement Program is through referrals by courts or an administrative law judge.

**Prerequisite:** You must bring your MVA requirement letter and photo I.D. with you to class and you must be on time.

**TRA-9400**
- **tuition:** $50
- **fees:** $25

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### Alive At 25 Behavior Modification

Motor vehicle crashes are the number one cause of death for young adults ages 16-24. Out of 60,000 Colorado students who completed the Alive at 25 program, the program reduced deaths from crashes by 97%! Alive at 25 is a highly interactive, behavior modification program delivered by law enforcement. Through interaction and role-playing, students are persuaded to take responsibility for their actions, adopt safe practices, focus on healthy decision making, and to form their own conclusions about the consequences of risky driving behaviors. Alcohol, distractions, peer pressure, speed factors and more are discussed.

**TRA-9500**
- **fees:** $55

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HISTORY-CURRENT EVENTS

The Basics of Genealogy
Maybe you are new to genealogy or you just need a refresher on how to create your family tree. Whatever the reason, The Basics of Genealogy will help you build a strong foundation to seriously get started. Learn what is available online, what repositories have information that can help answer your genealogical questions and start building your family tree! Class will be held in a computer lab to assist in researching information.

AAA-7160 tuition: $10 / fees: $79
128416 Tu 7PM – 9PM
Sept 22 – Oct 13 A301-LEON

Genealogy - The Next Step
Are you looking to improve your skill set in family history and genealogy? Do you want to learn how to transcribe and abstract documents you find and discuss records from as far back as the 17th and 18th century? Then join us for Genealogy - The Next Step. Learn what is available online, what repositories have information that can help answer your genealogical questions and dig deeper into your family tree.

AAA-7220 tuition: $10 / fees: $79
129326 Tu Th 7PM – 9PM
Dec 1 – 10 A203-LEON

Ghost Hunting
Ever been ‘haunted’ by paranormal events and the concept of ghost hunting? Discuss the theories behind different types of hauntings, and some simple how to's of ghost hunting! Learn the equipment used and the theories behind its usage as well as techniques and protocols. Develop your own investigation plan and learn techniques for reviewing evidence. This class includes a visit to a reportedly haunted location; giving you a chance to execute your investigation plan! Transportation will be on your own. Happy Hunting!

PEP-5990 tuition: $10 / fees: $109
128420 Sa 10AM – 12PM
Sept 26 – Oct 31 B215-LEON

HOME AND GARDEN

At Home With History in Charles County
Be at home with and bring history to life when you learn about and visit some of Charles County's historic homes. Discover the history of who built and lived in these homes and the contributions made to Charles County, the State of Maryland and our country, by its inhabitants. Meet and visit with the inhabitants through first person interpretation. Tentative home visits MAY include the Friendship House, Mt. Aventine, Smallwood's Retreat, Maxwell Hall and Haberdeventure to name a few.
Be advised that there may be a nominal entry fee for a few of the homes. Instructor is a living history interpreter for Friends of Chapman State Park. Class time will be split between the class lectures and home visits.

PEP-9200 tuition: $10 / fees: $119
128377 Th 6:30PM – 8:30PM
Oct 1 – Nov 5 CE120-LAPL

Beginning Sewing
For those who have little to no sewing experience, this class is for you! Learn how to properly operate a sewing machine and choose appropriate fabrics and notions for class projects. Learn the basics of sewing like reading a pattern, pattern layout and cutting, and sewing simple seams. Work on the selected class project together in order to master sewing techniques together. You will need to purchase your supplies for each project. A supply list will be sent prior to the first class and provided prior to each subsequent project, if applicable. Your own sewing machine is required.

HGC-5090 tuition: $10 / fees: $169
128362 Sa 9AM – 12PM
Oct 3 – Nov 7 CS100-LAPL
Sewing II
Learn by doing in this hands-on sewing class. You will learn how to read a pattern, pattern layout, cutting a pattern, and sewing simple garments. You will work with other students on the same project to master sewing techniques together. A supply list will be sent to you prior to the first class. Please bring your sewing machine. This class is designed for students who have successfully completed Beginning Sewing (HGC 5090) and/or who have sewing skills beyond “basic sewing”.  
Prerequisite: HGC-5090

HGC-7150 tuition: $10 / fees: $139

128400  Sa  9AM – 12PM
Nov 14 - Dec 19  CS100–LAPL

From the Color Wheel to Room DESIGN
When decorating a room, choosing a color scheme can be a difficult task and choosing the right paint color even more stressful. Before you turn your back on the world of color, join us for “From the Color Wheel to Room Design” and discover the concept of color and how to choose the right paint colors for your space. Learn to be confident, bold and creative with color.

HGC-7300 tuition: $10 / fees: $89

128317  F  6PM – 9PM
Sept 18  CS100–LAPL
Sa  9AM – 4PM
Sept 19  CS100–LAPL

NEW  A Sound Approach to Home Landscaping
Ready to make a change in your yard? Need some ideas for those tricky spots? Landscape practices that contribute to healthy waterways will be introduced as well as practical suggestions for managing your landscape. Learn the few simple changes you can make that will help develop a functional ecology in your own home landscape, while improving its appearance, requiring less work, and improving our local watershed. Course is being presented by University of Maryland Extension-St. Marys Master Gardeners.

HGC-7540 tuition: $10 / fees: $29

128433  Sa  9AM – 12:30PM
Nov 7  B315–LEON

NEW  Fall Gardening
Just because the weather is cooling off, doesn't mean gardening has to stop! Extend your garden season well into the fall and winter months or get started with a new garden. Learn more about growing and harvesting fall vegetables, planting bulbs for spring flowers, and composting. Fall is a great time of year to start gardening and get a jump-start on the more intense spring and summer seasons. Course is being presented by University of Maryland Extension-St. Mary's Master Gardeners.

HGC-7550 tuition: $10 / fees: $29

128421  Sa  9AM – 12:30PM
Oct 3  B315–LEON

The Art of Getting Organized
Examine each room in your home and discover concepts and tips that will de-clutter your space and keep it that way—paper and mail clutter included! Professional organizers' secrets will be revealed. Bring a bag lunch if the session is scheduled to meet just once - all day.

PEP-6100 tuition: $10 / fees: $59

128446  Sa  10AM – 4:30PM
Nov 7  CS117–LAPL
LANGUAGES AND LITERATURE

American Sign Language I
Designed specifically for adults and families, enroll and learn the predominant language of most deaf North Americans in American Sign Language I. Learn the manual alphabet, your name sign, and begin signing simple ASL phrases. Alongside the grammar, syntax, and vocabulary of ASL, get acquainted with deaf culture, learn bi-cultural-appropriate behaviors, and receive a brief overview of the history of deafness in Europe and the Americas.

PEP-8480 tuition: $10 / fees: $159
128341 Tu Th 6PM – 8PM
Sept 22 – Oct 15 CS117-LAPL

American Sign Language II
Designed specifically for adults and families, enroll and learn the predominant language of most deaf North Americans in American Sign Language II. Appreciate and respect that sign language is a living, unique and wholly naturally-occurring language, and the people who are deaf are part of a community with their own set of cultural traditions and values. Learn the detailed directions, identifying others by physical features, using classifiers, occupations, personality traits and daily routines. Must have taken PEP 8480 American Sign Language I in order to register for this class.

Prerequisite: Must have taken PEP 8480 or have previous ASL experience.

PEP-9010 tuition: $10 / fees: $159
128385 Tu Th 6PM – 8PM
Oct 27 – Nov 19 CS117-LAPL

Simple Italian: Language and Culture
Are you planning a trip to Italy or other Italian-speaking country? Do you want to know more about your Italian roots? Then join us for this beginner level course to introduce you to the use and understanding of basic Italian sentences and of Italian culture. At the end of the course you will be able to plan your trip, ask for information, order food at restaurants, and negotiate prices while shopping at local stores. No boring syntax lessons, here we learn modern use of Italian, while exploring the beauty of the Peninsula, its traditions, food and art. Buon divertimento! Course is taught by a native Italian language teacher.

PEP-8780 tuition: $10 / fees: $139
128370 M W 6:30PM – 9PM
Oct 12 – Oct 28 CE103-LAPL

Writing for ESL
Has your academic or career progress been slowed by the challenges of writing in English? Many ESL learners have excellent education, training, and skills from their native countries. However, their dreams of success elude them in English-speaking countries because they cannot write effectively in their new language. This course will show you what English readers expect and how your writing can achieve your goals. Please visit www.csmd.edu/Training/Online for registration information on this online class.

AAA-6310 tuition: $62 / fees: $77
128571 Oct 14 – Nov 20 Online: Ed2go

Grammar for ESL
If English is your second language, and you are headed for college, you will find this class to be very valuable. This course will provide you with an in-depth analysis of English grammar and structure so that you will be more prepared to succeed in any class taught in English. This course is designed for intermediate to advanced level ESL students. A basic understanding of English grammar is required. Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration.

AAA-5080 tuition: $62 / fees: $77
128560 Oct 14 – Nov 20 Online: Ed2go
Easy English 1
Learn basic English fast! Fun activities and games will help you master the English skills you need for real-life situations including shopping, job-hunting, handling medical emergencies, and finding a place to live. You will build grammar and vocabulary skills step-by-step. Improve your listening skills through audio and video activities. By the time you're done, you will have the skills you need to speak basic English with confidence in any setting. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

AAA-7120 tuition: $62 / fees: $77
128514 Sept 16 – Oct 23 Online: Ed2go

Easy English 2
A continuation from Easy English 1, you will master real-life situations like using the bank, finding a job or home, dealing with sickness and making good shopping decisions. Build your grammar, vocabulary, and writing skills step-by-step. Continue to improve your listening skills through audio and video activities. By the end of class you will be able to speak intermediate-level English with confidence. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

AAA-7130 tuition: $62 / fees: $77
128576 Oct 14 – Nov 20 Online: Ed2go

Easy English 3
Take your English skills to the next level and master the English you will need to interview for jobs, buy a home, and take care of your own health. Develop strategies for reading comprehension and improve your listening skills through audio and video activities. With each lesson, you will become more fluent, more confident, and more prepared to speak English at home, at school, or on the job. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

AAA-7140 tuition: $62 / fees: $77
128626 Nov 11 – Dec 18 Online: Ed2go
LIFE SKILLS

Conversational Japanese
Whether you want to learn conversational Japanese for travel or just for fun, you'll find that this course makes it easy and enjoyable for beginners to master the essentials of the Japanese language. Guided by your native Japanese instructor, you'll learn useful conversational phrases and vocabulary words, while getting a tour of some fascinating spots in Japan. You'll come away with cultural knowledge only an insider has. By the end of this course, you'll not only have basic conversational skills that will enable you to travel around the country easily, but you'll have discovered the heart of Japan! Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration.

PEP-9620 tuition: $10 / fees: $159
128409 Tu 6PM – 8PM
Oct 13 – Dec 1
BU112-LAPL

NEW English As a Second Language
English as a Second Language is intended for non-native speakers who have basic, functional language skills and need to improve their ability to understand, speak, read, and write English. Throughout the course, students will practice listening and speaking, focusing on correctness and on conventions of American conversational patterns. Read and discuss publications intended for general audiences in order to improve reading comprehension and expand vocabulary. Students will also write short papers of various types in order to increase your command of standard written English. All texts and class materials provided in the cost of the class.

PEP-9650 tuition: $10 / fees: $239
128887 W 6PM – 9PM
Sept 23 – Dec 16
BU112-LAPL

LIFE SKILLS

Merrill Ream Speed Reading
Are you struggling to keep up with a flood of e-mail, articles, reports, books, and other printed material? Save yourself oodles of time by learning to read faster and with better comprehension from acclaimed speed reading expert Dr. Merrill Ream. This course is a complete speed reading experience. Topics are presented in a logical progression with plenty of time to help you master the skills and techniques you will need for lasting proficiency as a speed reader. Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration.

AAA-5160 tuition: $62 / fees: $77
128562 Oct 14 – Nov 20
Online: Ed2go

NEW Simple Spanish Language and Customs
Master the basics with simple conversational techniques by learning Spanish phrases, words, and expressions useful for basic conversation and travel. Explore Spanish heritage, customs, art, and more. You will be introduced to basic conversational Spanish and learn to converse on everyday topics such as daily activities, travel, weather, and shopping. Study the Hispanic and Latino cultures of the world, including their geography, politics, economics, history, traditions, food, and religion, and examine the impact of these cultures on that of the United States.

AAA-5160 tuition: $62 / fees: $77
128562 Oct 14 – Nov 20
Online: Ed2go
An Introduction to Voiceovers
Are people always telling you that you have a great voice? Do you often find yourself listening to your favorite audio book, commercial, or cartoon character and thinking, “I could do that”? This fun and empowering 90 minute introductory workshop covers the different types of voiceovers and what tools are needed in order to find success in the industry. You will be coached as you perform a real voiceover script and be recorded so that you can receive a professional voiceover evaluation later. After class you will have the knowledge necessary to help you decide if this is something you’d like to pursue. Class is taught by a professional voice actor from the Voice Acting Training Company, Voices for All and is offered online only. You can use Skype, iChat or even your phone to complete this course. Your instructor will contact you personally to schedule your instructional time once you have registered.

PEP-5980 tuition: $10 / fees: $49

128269 Sept 1 - Sept 30 OFF SITE – LAPL
128359 Oct 1 – Oct 31 OFF SITE – LAPL
128389 Nov 1 – Nov 30 OFF SITE – LAPL

Be a Virtual Assistant
Interested in starting your own virtual business? Virtual assistants work from home by offering administrative support services to small businesses and non-profit organizations through Internet and fax communication. Virtual assistants can earn $25 - $50 per hour performing tasks such as word processing, database management, desktop publishing, and e-mail services. You will be taught how to establish and successfully grow a virtual assistant business including how to locate customers, set fees, and develop client contracts.

PEP-7620 tuition: $10 / fees: $29

128387 Sa 9AM – 12:30PM
Oct 31 CS101 – LAPL
MOTORCYCLE SAFETY

Get Assertive!

Are you tired of being intimidated and treated badly by others? Learn specific techniques to become more assertive in all parts of your life. Discover how people manipulate you and how you submit to being a victim. Understand the difference between passive, aggressive, and assertive behaviors, and see how inner dialogues keep people acting in passive ways. Explore ways to change your inner dialogue, such as using affirmations and visualization, creating new labels for yourself and others, and keeping a journal. Get the assertiveness training you need in order to be more confident and powerful with family members, friends, bosses, co-workers, professionals, service people, and even total strangers. It’s your turn to speak up!

PEP-8520  tuition: $62  /  fees: $69
128659  Nov 11 – Dec 18  Online: Ed2go

Building Family Connections

Attention all parents and/or adults working with youth: Do you have a middle school or high school aged child in your home or group? If you answered yes, then Building Family Connections course is a MUST TAKE course for you! Developed by the Medical Institute for Sexual Health and World Vision, this course will take you through step by step on how to increase connection and communicate with teens regarding risky sexual behaviors. Help improve the health of your teen by postponing the age of his/her first sexual encounter. Topics will include effective communication, decision making skills, adolescent development, teenage pregnancy, contraception, HIV/STIs, healthy and unhealthy relationships and how to discuss abstinence. Building Family Connections course is offered by Care Net Pregnancy Center of Southern Maryland, a United Way partner organization.

PEP-9520  tuition: $10  /  fees: $25
129159  Tu  6:30PM – 9:30PM  Sept 29 – Oct 27  PFB203–PRIN
129151  Th  6:30PM – 9:30PM  Oct 1 – Oct 29  CE118–LAPL
129170  Th  6:30PM – 9:30PM  Oct 1 – Oct 29  B306–LEON

NEW MVA Requirement
Effective 2015:

Learn online and be prepared for your safety class. Motorcycle Safety Foundation online eCourse component is now required. The eCourse can be taken at www.msf-usa.org for $19.99.

CSM students registered for a motorcycle course may request a coupon code to register for free. Contact our Motorcycle office at: motorcycle@csmd.edu to request a code after completing your CSM registration. Course must be completed 0-30 days ahead of your Motorcycle Safety Course.

(continued on next page)
Basic Rider Course (BRC)
This 17-hour course is approved by the Maryland Motor Vehicle Administration (MVA) for obtaining the Class “M” license. It is designed for the beginning rider who has little to no riding experience. The course includes classroom and riding instruction. Course materials and use of a 250cc training motorcycle is included in the cost of tuition. During the seven hours of classroom time, participants discuss topics that include responsible riding, selecting proper riding gear, basic riding skills, defensive riding strategies, and how to handle a variety of riding situations. Participants receive approximately 10 hours of riding and practice clutch-throttle control, stopping, turning, shifting, and basic crash avoidance skills. Throughout the course, Rider Coaches evaluate and critique each rider’s performance. The student will be required to pass both a knowledge test and operator skill evaluation. The successful course participant will receive, at the end of the course, a MD MVA completion certificate and card.

Prerequisite: Student must be at least 16 years of age. Motorcycle Safety Foundation online eCourse is now required. Course must be completed 0-30 days ahead of your Motorcycle Safety Course. The eCourse can be taken at www.msf-usa.org for $19.99. Students may contact our motorcycle office at motorcycle@csmd.edu after registering to request a coupon code to take the eCourse for free.

TRA-8000 tuition: $173 / fees: $122
Alternate Basic Rider Course (ABRC)
This seven-hour course is approved by the Maryland Motor Vehicle Administration (MVA) for obtaining the Class “M” license. Individuals who have a basic ability to operate a motorcycle and a need to budget their time may seek this alternative path to obtain their Class “M” license. It is a condensed version of TRA 8000 with all training occurring on the motorcycle. Students participate in the course using 250cc motorcycles provided by CSM. All activities are conducted at the riding range and there is no formal classroom instruction. Range exercises involve riding with control, braking, limited-space maneuvers, cornering techniques and hazard avoidance. To complete the course, riders will be required to pass a knowledge test and operator skill evaluation. The successful course participant will receive a MD MVA completion certificate and card. Participants have the option of using their own personal motorcycle if it is trailered to the training site or the rider is in possession of a valid MD motorcycle permit and rides their motorcycle to the training site accompanied by a licensed rider. 
Prerequisite: Student must be at least 16 years of age and have basic ability to operate a motorcycle

TRA-8100 tuition: $173 / fees: $122

Basic Live Sound Operation
Learn the operation of a basic live sound PA system in this course. Topics covered will include mixing console operation, PA design and system setup, equalization, amplifiers, crossovers, loudspeaker design, microphone techniques, and monitoring. This course is ideal for sound crews from nightclubs, churches, and reception halls. This class is conducted at Night Sky Studios in Waldorf, Md.

PEP-5000 tuition: $10 / fees: $139

Introduction to Basic Studio Recording
Come and be introduced to basic recording equipment and procedures in a studio recording setting. This class will prepare you to advance in the field and will include pertinent instruction on the essential elements for a studio, which include consoles or mixers, recorders, and monitors. You will also learn how to identify which microphones to use and how to place them, as well as a basic mix after recording. This class is held at Night Sky Studios in Waldorf, Md.

PEP-6840 tuition: $10 / fees: $139

Pro Tools
“Pro Tools” is the main software you will find in the majority of professional music and film facilities as well as in countless home studios. Cover basic Pro Tools principles and learn everything you need to complete a basic Pro Tools project from initial set up to final mix down. You will focus on Pro Tools software and cover a multitude of functions and features. Whether your project involves recording live instruments, using MIDI instrumentation, or audio editing, this course will give you the basic skills to succeed! This course is conducted at Night Sky Studios in Waldorf, MD.

PEP-8880 tuition: $10 / fees: $139
Group Piano for Adults I
Join a group of your peers to learn basic elements of music, sight-reading, note reading and harmony skills. Class is held in a piano room - no need to bring a keyboard. At the end of class, you will be able to entertain yourself by playing simple musical pieces you will enjoy. Piano book is included in the cost of the class.

PEP-5380 tuition: $10 / fees: $89
128311  Sa  9AM – 10:30AM  Sept 12 – Oct 17  FA143A/B – LAPL

Group Piano - Beginner Part 2
If you are comfortable with the very basics of piano and ready to advance to the next level, this class is for you! We will cover advanced flats, sharps, greater expression of playing through phrasing, and deciphering tempo markings, and establish a firm knowledge of basic chords.
Prerequisite: Must take PEP 380 (Group Piano for Adults I) or have prior instructor approval.

PEP-5890 tuition: $10 / fees: $89
128388  Sa  9AM – 10:30AM  Oct 31 – Dec 12  FA143A/B – LAPL

Ballroom Dancing
Do something fun for yourself! Exercise, meet new friends, and dance! These are only some of the reasons you should enroll in our ballroom dance class. Learn basic ballroom dances like the Waltz, Fox Trot, Rumba, and Tango. Several variations for each dance as well as lead/follow technique will be covered. All levels welcome. No previous dance experience required. No partner required. Please wear something comfortable and easy to move in. Sneakers not recommended as they inhibit proper foot movement.

PEP-5250 tuition: $10 / fees: $79
128319  Su  4PM – 5PM  Sept 20 – Oct 25  PE120C–LAPL
128881  Su  4PM – 5PM  Nov 1 – Dec 13  PE120C–LAPL
128418  Th  7:30PM – 8:30PM  Sept 24 – Oct 29  D113–LEON
128883  Th  7:30PM – 8:30PM  Nov 5 – Dec 17  D113–LEON

Latin Dancing
From energetic and passionate, to subtle and sensual, learn different Latin dances such as Rumba, Cha Cha and swing to use in any social setting such as weddings, cruises, or dance parties. The focus will be on footwork, timing, rhythm of the music and partner connection. All levels welcome. No previous dance experience required. No partner required. Please wear something comfortable and easy to move in. Dress shoes or any shoes with suede, or leather bottoms should be worn. Sneakers not recommended as they inhibit proper foot movement.

PEP-6740 tuition: $10 / fees: $79
128320  Su  5PM – 6PM  Sept 20 – Oct 25  PE120C–LAPL
128885  Su  5PM – 6PM  Nov 1 – Dec 13  PE120C–LAPL
128419  Th  8:30PM – 9:30PM  Sept 24 – Oct 29  D113–LEON
128886  Th  8:30PM – 9:30PM  Nov 5 – Dec 17  D113–LEON

Swing Dance
Learn the basics of partnering technique as well as the basic step of East Coast Swing and a few minor turns. This swing dance class is a progressive class and each night builds on the other. All levels are encouraged to join. No partner necessary. Dance Attire: Please wear something comfortable and easy to move around in. Shoes should be suede, leather bottoms or dress shoes.

PEP-8570 tuition: $10 / fees: $89
128877  Su  3PM – 4PM  Sept 20 – Nov 8  PE120C–LAPL
128422  Tu  7:30PM – 8:30PM  Oct 6 – Nov 24  D113–LEON

Hand Dancing
Learn hand-dancing by using the 7-step approach. This ten-week beginner class will show you the basic steps, proper technique for spinning/turning, hand dance etiquette and correct footwork. Male students will learn the proper techniques to correctly lead his partner. It’s important to remember that this is a beginner class, and you will be limited to learning basic skills.

PEP-7890 tuition: $10 / fees: $89
128322  Tu  7PM – 8PM  Sept 22 – Nov 24  PE120C–LAPL
## Hand Dancing Intermediate
Continue to build on dance moves from the basic hand dance class, and expand your skills to include multiple footwork dance steps. You will learn double turns, wrap moves, expanded lead and follow indications and execution. An improved walking technique when moving around the dance floor will also be covered.

**PEP-8240**  
**tuition:** $10  
**fees:** $89  
**128323**  
**Tu**  
8PM – 9PM  
**Sept 22 – Nov 24**

## Music Made Easy
If you enjoy music and would like to know more about what makes it work, this is the course for you. You will gain a complete understanding of rhythm, melody, and harmony, and you will be able to recognize pitches on the musical staff and on the keyboard. You will also be able to build intervals, major scales, and chords. By the time you complete this comprehensive and full-featured course, you will be able to read, write, and even play simple musical pieces on a keyboard. This course is geared towards those who have no musical background, those who play but do not read music, or anyone who is interested in understanding the fundamentals of music. Requirements: a computer equipped with speakers and headphones. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

**AAA-5170**  
**tuition:** $62  
**fees:** $77  
**128563**  
**Oct 14 – Nov 20**  
**Online:** Ed2go

## Basic Acoustic Guitar
For the true beginner! Learn how to tune your guitar, properly hold and play, how to hold a pick, and how to play a chromatic scale. The rudiments of reading music, basic note reading and symbol recognition, lead guitar picking, beginning chords and strumming will also be addressed. This class is for everyone who has an acoustic guitar in the closet that they have always wanted to learn how to play but did not know where to start. The class will culminate with playing a simple song using G major, C major, and D major chords.

**AAA-6220**  
**tuition:** $10  
**fees:** $89  
**128365**  
**Sa**  
11AM – 12:30PM  
**Oct 3 – Nov 7**

## Ballet I
Students are introduced to the basic concepts and techniques of ballet and movement. This course helps to develop self confidence, posture, and body awareness. This course is combined with credit course DAN-1050.

**PEP-5040**  
**tuition:** $10  
**fees:** $69  
**128305**  
**M W**  
1PM – 2:20PM  
**Sept 2 – Dec 16**  
**FA149–LAPL**

## Latin Ensemble
This ensemble will expose participants to a variety of musical styles of Latin America including salsa, Afro-Cuban, Latin pop, merengue, mambo, samba, ska, and reggae. The ensemble will consist of wind players (saxophone, trumpet, trombone, flute), singers, piano, bass, guitar, various Latin drums, and hand percussion. At least one public performance will be done during each semester. Wind, piano, bass, and guitar players should have a basic music reading ability or the ability to learn quickly by ear; percussionists and singers need only have a willingness to learn! This course combined with credit course MUS-1030. Students are required to contact the music ensemble director to receive approval to participate in the course.

**PEP-5430**  
**tuition:** $10  
**fees:** $69  
**128270**  
**W**  
7PM – 9:30PM  
**Sept 2 – Dec 16**  
**FA143–LAPL**

## Jazz Ensemble
As a combined course, both credit and continuing education students rehearse and perform big band charts and arrangements representing different styles, composers, and arrangers under the direction of a professional conductor. Each semester will include participation in public performances. This course is combined with credit courses MUS-1060, MUS-1061, MUS-1062, MUS-1063. Students are required to contact the music ensemble director to receive approval to participate in the course.

**PEP-5470**  
**tuition:** $10  
**fees:** $69  
**128312**  
**M**  
7PM – 9:30PM  
**Sept 14 – Dec 10**  
**FA141–LAPL**

## Information
Information: 301-539-4760  
Register online: www.csmd.edu/Go/Register
NATURAL HEALTH AND HEALING

Heal Yourself Using Energy Medicine
Tap into your body's natural healing energy systems and quickly and easily get your energy moving. Learn how to get your body balanced - free from phobias and fears, traumatic memories, and addictions, and learn how to promote physical healing and enhance your self image. Energy medicine is a complement to medicine and a 'natural' for pain relief, stress, chaos, anxiety, depression, abuse, tiredness, insomnia, focus, fibromyalgia, thinking and learning, immune systems, vitality, cravings, weight loss, and more.

For the full one day class, bring a bag lunch.

AAA-6190 tuition: $10 / fees: $65

Introduction to Natural Health And Healing
Would you like to learn more about natural health but don't know where to start? If so, then this is the course for you! Discuss the various stages of health and illness and discover that true health means wholeness of the mind, body, and spirit. Start a personal health journal to evaluate your current lifestyle and observe how ones behaviors can affect ones health. Explore naturopathy, which seeks ways for the body to heal itself. Learn about proper breathing techniques that enhance health, as well as the value of hydrotherapy, diet, biorhythms, and fasting. Examine using the power of the mind for healing the body—discussing brain function tests, visualization, and relaxation therapies. Delve into vitamins, minerals, antioxidants, free radicals, and the basic requirements that constitute a healthy diet and develop menus that improve health. Look at herbal healing, aromatherapy, body therapies, massage techniques, osteopathy, chiropractic, T’ai Chi, reflexology, yoga, Feng Shui, therapeutic touch, natural remedies for common emergencies, and much more. Take charge of your own health and healing! Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration for this online class.

AAA-7180 tuition: $65 / fees: $77

Introduction to Guitar
Learn to play guitar, and become the musician you've always wanted to be! In these fun and informative lessons, build basic guitar skills step-by-step with the help of hands-on exercises, audio and video recordings, and detailed illustrations. Get to know all the parts of your guitar, from frets to strings, and learn how to tune your instrument. Explore the fundamentals of music notation and find out how to produce clear, beautiful notes and chords. Discover how to control your rhythm, tempo, and volume, and how to express yourself artistically. The guitar skills you'll master in this course will allow you to play any style of music, from hard rock to country-and-western. Whether you're a beginner or an intermediate student, take your musical talent to the next level. By the time you're finished, you'll be well on your way to becoming a skilled guitar player. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

PEP-7530 tuition: $62 / fees: $77

Chorale I
As a combined course, both credit and continuing education students study, prepare, and perform fine choral music under the direction of a professional conductor. Students will participate in several public concerts at the end of each semester. This course is combined with credit course MUS-1040. Students are required to contact the music ensemble director to receive approval to participate in the course.

PEP-5480 tuition: $10 / fees: $69

Introduction to Guitar
Learn to play guitar, and become the musician you've always wanted to be! In these fun and informative lessons, build basic guitar skills step-by-step with the help of hands-on exercises, audio and video recordings, and detailed illustrations. Get to know all the parts of your guitar, from frets to strings, and learn how to tune your instrument. Explore the fundamentals of music notation and find out how to produce clear, beautiful notes and chords. Discover how to control your rhythm, tempo, and volume, and how to express yourself artistically. The guitar skills you'll master in this course will allow you to play any style of music, from hard rock to country-and-western. Whether you're a beginner or an intermediate student, take your musical talent to the next level. By the time you're finished, you'll be well on your way to becoming a skilled guitar player. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

PEP-7530 tuition: $62 / fees: $77

128274 Th 7PM - 9:30PM
Sept 3 – Dec 16 FA143-LAPL

Chorale I
As a combined course, both credit and continuing education students study, prepare, and perform fine choral music under the direction of a professional conductor. Students will participate in several public concerts at the end of each semester. This course is combined with credit course MUS-1040. Students are required to contact the music ensemble director to receive approval to participate in the course.

PEP-5480 tuition: $10 / fees: $69

128445 Sa 9AM – 4:30PM
Oct 24 PFA123-PRIN

Introduction to Natural Health And Healing
Would you like to learn more about natural health but don't know where to start? If so, then this is the course for you! Discuss the various stages of health and illness and discover that true health means wholeness of the mind, body, and spirit. Start a personal health journal to evaluate your current lifestyle and observe how ones behaviors can affect ones health. Explore naturopathy, which seeks ways for the body to heal itself. Learn about proper breathing techniques that enhance health, as well as the value of hydrotherapy, diet, biorhythms, and fasting. Examine using the power of the mind for healing the body—discussing brain function tests, visualization, and relaxation therapies. Delve into vitamins, minerals, antioxidants, free radicals, and the basic requirements that constitute a healthy diet and develop menus that improve health. Look at herbal healing, aromatherapy, body therapies, massage techniques, osteopathy, chiropractic, T’ai Chi, reflexology, yoga, Feng Shui, therapeutic touch, natural remedies for common emergencies, and much more. Take charge of your own health and healing! Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration for this online class.

AAA-7180 tuition: $65 / fees: $77

128373 Th 7PM - 9:30PM
Sept 3 – Dec 16 FA143-LAPL
NATURAL HEALTH AND HEALING

NATURAL HEALTH AND HEALING

Community Education

Holistic Nutrition for Women
The female body goes through many stages. Nutrition plays a vital role in what those stages look like in the process. Learn how to feed the mind, body, and spirit for optimum health using essential oils, herbs, and food as medicine. The chakra system will also be discussed and you will learn which nutrients and food combinations are most effective for PMS, menopause, depression and more.

NHH-5260 tuition: $10 / fees: $92
128439 Sa 9AM - 1PM
tuition: $10 / fees: $89
128441 Sa 9AM - 1PM

Fasting, Juicing, and Detoxing
Sometimes the secret to vibrant health is in your blender, and cleansing the body of toxins is essential for the body to maintain function. Through these inner cleansing techniques, you will learn the proper ways to fast, juice, and detoxify the mind, body, and spirit. Learn what foods have the richest nutrients from Vitamin A to zinc, and various cleanses to benefit the colon, liver, gall bladder, kidneys and more. Beyond the body, discover what a heavy toll emotional, mental, and spiritual unrest can take on the body (and sometimes even encourage disease) and learn unique, effective methods for cleansing the body of such toxicity. You will feel better, more energized, and improve your immune system.

NHH-5270 tuition: $10 / fees: $89
128441 Sa 9AM - 1PM

Secrets of Tea
Teas are the most gentle, natural, and beneficial way to absorb the healing properties of herbs both easily and inexpensively. A simple cup of tea not only has the power to soothe and relax but to deliver healing herbal agents to the bloodstream more quickly than capsules, tinctures, or infusions. Hot or iced, these pure and simple drinks offer delicious ways to stay healthy and revitalize you from the inside out. Join us for the Secrets of Teas and discover not only the history behind teas but most importantly information about teas for everyday use and illness prevention.

NHH-5310 tuition: $10 / fees: $52
128444 Sa 10AM - 4:30PM

See, Feel and Read Auras
Everyone has an aura. Awaken your abilities to see, feel and read the energies of auras! Everyone sees auras, they just don’t realize where to concentrate their thinking. This class is helpful to those with experience in energy work or newcomers with fun exercises and practice sessions to see, feel, and read auras.

NHH-5340 tuition: $10 / fees: $64
128448 Sa 9:30AM - 5PM
128447 Sa 9:30AM - 5PM

Reiki Level 1
Reiki is a universal life force energy that is healing, gentle, restful, and rejuvenating on the physical, mental, emotional, and spiritual levels. The history, principles, story, and healing benefits of Reiki will be explored along with the seven major chakras. Reiki Level 1 hand positions for self-healing, healing others, and group healings will be demonstrated and practiced in class. This workshop includes all class materials. Please bring a journal, pen, bag lunch, and wear comfortable clothing.

PEP-6810 tuition: $10 / fees: $159
128443 Sa 8:30AM - 5PM

Information: 301-539-4760 | Register online: www.csmd.edu/Go/Register
PERSONAL FINANCE

Basics of Long-Term Care
Most of us consider and cover the risk of dying too soon, but what about the risk of living a long life? People are living longer and rapid advances in treating illnesses makes living longer inevitable. Enroll and get a clear understanding of the purpose, risks, features, and options involved in long-term health care. Learn how to make decisions about planning for the risk of living a long life and the impact it has on family retirement plans.

PEP-7500 tuition: $10 / fees: $39
128429 Sa 9AM – 1PM
          Oct 24
          B307–LEON

Where Does All My Money Go?
Ever get frustrated that you never seem to get ahead? Find out where your money goes. Make your own choices about where you want it to go. Start to tackle your debt. Learn how to fund your dreams and stop worrying about money. You can't afford not to take this course and change your habits. Invest in your future and save the cost of this class many time over by applying what you learn. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

PEP-8100 tuition: $62 / fees: $77
128617          Oct 14 - Nov 20
                  Online: Ed2go

Stock Analysis: BetterInvesting Part I
Stock Analysis BetterInvesting Method will introduce you to a method of selecting companies for investment using the BetterInvesting Stock Selection Guide (SSG) form for analysis. Topics include: investment terminology, sources of investment information, as well as understanding and interpreting financial information. Learn about growth portfolio management, diversification, and stock selection criteria to help make informed decisions regarding your investments. A SSG analysis on a well known company is completed in the class. Ability to solve basic math equations using a calculator is necessary. BetterInvesting is a trademark of the National Association of Investors Corporation (NAIC).

PEP-8680 tuition: $10 / fees: $49
128368 Sa 9AM – 2PM
          Oct 17
          ST109–LAPL

Stock Analysis: BetterInvesting Part II
Build on the concepts covered in Part I by completing SSG analyses on two additional companies in the same industry as the one covered in Part I. The three company analyses are compared using the BetterInvesting Stock Comparison Guide form. Automated ways of performing the Stock Selection Guide will also be demonstrated. BetterInvesting is a trademark of the National Association of Investors Corporation (NAIC). Ability to solve basic math equations using a calculator is necessary. Must have taken Stock Analysis: BetterInvesting Part I (PEP 8680).

Prerequisite: Must Take PEP 8680

PEP-8690 tuition: $10 / fees: $39
128386 Sa 9AM – 1PM
          Nov 7
          ST109–LAPL

Taking a Second Look At Reverse Mortgages
Why are financial planners, CPAs, estate attorneys, realtors, baby boomers and their parents looking at the new reverse mortgage? Join us for this informational course all about reverse mortgages to see if this is an option for you. Learn the difference between a reverse mortgage and the more traditional forward mortgage; the basics of a reverse mortgage; reverse mortgage expenses, fees and closing costs; tax benefits and treatments; annuity issues; and how a reverse mortgage can impact estate planning in a positive way. Class is taught by a mortgage professional.

PEP-9450 tuition: $10 / fees: $25
128251 Sa 9AM – 12:30PM
          Oct 24
          PFA124 – PRIN

128401 Sa 9AM – 12:30PM
          Nov 14
          CS117 – LAPL

128432 Sa 9AM – 12:30PM
          Nov 7
          B307 – LEON

Basics of Personal Finance
Join us for a comprehensive personal finance course that teaches practical and relevant financial skills that you can implement right away to make a big difference immediately! Topics will include Savings - how to save for emergencies, large purchases and wealth building. Budgets - how to create and live on a zero-based budget. Family, Friends and Philanthropy - assess the impact of money on relationships. Consumer Awareness -
RECREATIONAL ACTIVITIES AND PAST TIMES

Plan Parties Like a Professional
Are you looking to plan a party, but not quite sure how to get started? Learn how to plan the perfect fun-filled party from A-Z just like the professionals. This hands-on course will include everything from developing a budget, managing a time-line, coming up with catchy themes, games, a menu and more! You will learn how to create memorable events with fun for all ages.

PEP-9460  tuition: $10  /  fees: $200
128361  Th  6PM – 9PM  Oct 1 – Nov 12  CS100–LAPL

Kayak 101
Taught on the calm waters of local waterways, learn basic instruction in life jacket fitting, clothing, gear, personal equipment, safety, rescue, weather, judgment, trips, boat fitting, types of kayaks, car racks, paddles and water comfort, and boat maneuvering all in just four lessons! You will also learn several paddle strokes and participate in a guided tour. Dress to get wet! Hosted by the Greenwell Foundation in Hollywood MD and/or Up-the-Creek Rentals, in Indian Head MD, and taught by ACA certified instructors in Kayak/Canoe instruction. Must be 16 years old to register.

PEP-7120  tuition: $10  /  fees: $169
128415  M W  6PM – 8PM  Sept 14 – Sept 23  GWSP

Photography Basics: Principles of Composition and Exposure
Do you enjoy photography but want to learn to take better photographs? Have you read the manual for your camera only to become confused and frustrated? If you own a Digital Single Lens Reflex (DSLR) camera or advanced point and shoot camera (with manual controls) and are ready to move beyond the full auto mode to create better photos, this course is for you. Learn about the elements of composition and exposure (aperture, shutter speed and ISO) and how to apply this knowledge creatively to get consistent results to create better photographs. Textbook is required.

PEP-8830  tuition: $10  /  fees: $209
128235  M W  6:30PM – 8:30PM  Sept 28 – Nov 4  PFA124–PRIN

RECREATIONAL ACTIVITIES AND PAST TIMES

Travel Photography for the Digital Photographer
Join us and discover this fascinating world through a photographer’s eye. Address the special needs and techniques digital photographers need to capture scenes from around the world and bring them home. Focus on specific tips for digital photographers, and how to use both traditional techniques as well as those unique to digital equipment. Look at subjects such as wildlife on land and at sea, and how to get the best shots of animals in captivity as well as those in the wild. Discuss ways to blend in with nature for this popular area of photography and the best kind of equipment for specialized shooting. Gather tips on taking shots for professional use and those to treasure from a family vacation. Discuss the situations that require model and property releases, and those that don’t. Address environmental issues that affect equipment (both hot and cold) and learn practical solutions to the problem. Learn more about traveling with digital equipment and what to take and what to leave behind as you venture into the wilderness, onto a cruise ship, up in a helicopter, or over an international border. Expand your knowledge of techniques for shooting digitally and working with the images after you get back. Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration for this online class.

AAA-7170  tuition: $62  /  fees: $77
128372  Oct 14 – Nov 20  Online: Ed2go

Information: 301-539-4760   |   Register online: www.csmd.edu/Go/Register
Learning to Make the Most of Your Digital Camera
Most digital cameras have common features that owners do not fully know how to use to their best advantage. Higher-end digital cameras have features that never existed on film cameras. Even reading the instruction manual can be confusing. Learn techniques of photography for landscapes, buildings, people and combinations of each. Expose yourself to techniques utilized in photo editing on your computer. Learn advanced techniques such as “stitching” photos together and combining photos with various exposures to improve high-contrast situations that make photographing difficult. You can begin to think of yourself as a skilled amateur or even a (semi) professional photographer. Place your photos on your web-site and enter photo contests. You can even have your own show at your local museum. Please bring your camera, owner's manual, any lenses or flash units, and any other camera paraphernalia. Join us and learn to make the most of your digital camera!

GED Preparation
If you’re comfortable reading a high school textbook, doing basic math operations like fractions and decimals without a calculator, and writing a short letter in English, you’re ready to get started! This course will help you analyze your strengths and weaknesses so you can focus your studying on the areas that you need most. You’ll get the basics of what you need to know to succeed on the five GED test modules: Reasoning Through Language Arts, Social Studies, Science, Writing and Mathematical Reasoning. After completion of this course, you should be well-equipped to take and pass the GED test! Important: Some GED Testing Centers require proof that you have passed a GED test preparation course or the official practice tests before you can take the official GED tests. Before enrolling in this course, please check with the official GED Testing Center where you intend to take your tests to make sure that this course will meet their requirements. Please visit www.csmd.edu/Training/Online for registration information for this online class.

Prepare for the GED Math Test
Master the skills required to pass the Mathematical Reasoning module in the GED test series. You’ll start off with a review of math basics and begin building the foundation you’ll need to solve the types of math problems commonly found on the test. In the process, you’ll develop hands-on experience with percentages, proportions, statistics, algebra, geometry, and more. Each lesson gives you a chance to apply your knowledge by practicing with the same kind of questions you may find on the GED test. By the time you finish this course, you’ll be much more comfortable with your math skills, and you’ll know how, when, and why to use each math concept you learn. Important: Some GED Testing Centers require proof that you have passed a GED test preparation course or the official practice tests before you can take the official GED tests. Before enrolling in this course, please check with the official GED Testing Center where you intend to take your tests to make sure that this course will meet their requirements. Please visit www.csmd.edu/Training/Online for registration information for this online class.
Placement Test Review
In this course students will have the opportunity to strengthen their skills in reading, writing, and mathematics prior to taking or re-taking the college placement tests. The course is an interactive, self-paced, computer delivered instructional program. Some students may be eligible to take this class free of charge. For more information contact the Student Success Center at 301-934-7657.

STU-7050 tuition: $50 / fees: $7.5

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SAT Tutorial
Study for the SAT exam using Plato, an interactive online program. Study anywhere with internet accessibility and work at your own pace. Test out of everything you know which allows you to study only what you need to know. Math content includes ratio, proportion, percent, decimals, geometry, statistics, probability, and algebra. Reading content covers vocabulary building, strategies, and practice reading for literature, social sciences, history and science. Learn writing tips for using arguments, strong conclusions, effective transitions, revising and editing, writing and evaluation of essays. Brush up on punctuation, clauses, phrases, capitalization, subject and verb agreement, pronoun use, adjectives, and adverbs. This course is computer delivered and is NOT INSTRUCTOR LED. A textbook is not required. For more information contact the Student Success Center at 301-934-7657.

STU-7130 tuition: $119 / fees: $30

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ACT Tutorial
Study for the ACT using Plato, an interactive online program. Study anywhere with internet accessibility and work at your own pace. Test out of everything you know which allows you to study only what you need to know. Math content includes pre-algebra, elementary algebra, intermediate algebra, coordinate geometry, plane geometry, and trigonometry. Reading content covers building reading skills, reading strategies, and reading practice for literature, social sciences, and science. Learn writing tips for supporting arguments, strong introductions and conclusions, effective writing, transitional devices, writing for tests, and writing precisely. Brush up on punctuation, clauses, phrases, capitalization, subject and verb agreement, pronoun use, adjectives, and adverbs. The unit on science covers biology, chemistry, physical science, earth science and reading science questions including charting and graphing. This course is computer delivered and is NOT INSTRUCTOR LED. A textbook is not required. Students who plan to petition for the Nursing Program should call the Nursing Programs Outreach Advisor prior to registering for this course at 301-934-7631. For more information contact the Student Success Center at 301-934-7657.

STU-7120 tuition: $119 / fees: $30

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Cruising 101
Have you ever wanted to go on a cruise vacation, but felt completely daunted by the vast array of options that exist? Join us to determine the benefits of a cruise vacation and understand why 14 million US citizens cruised last year. Learn the trade secrets of the cruise industry: cruise lines, age demographics, popular destinations, on-board activities for the whole family, foodie fun facts, and shore excursions while in port. Learn how to book a cruise in terms of the best/worst times to travel, embarkation ports, ship classifications, and hidden costs/fees. Identify and address safety and medical concerns while at sea, to put your mind at ease. Come aboard, novices and experienced cruisers alike, to expand your horizons and set sail toward your next dream vacation.

PEP-8810 tuition: $10 / fees: $19

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<td>128424</td>
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Information: 301-539-4760 | Register online: www.csmd.edu/Go/Register
Aquatic Exercise
This course is designed to promote cardiovascular fitness, endurance, flexibility, and muscle strength and tone through the use of various deep and shallow water conditioning techniques. The buoyancy provided by the water allows the participant maximum exercise potential with a minimum risk of injury. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.

Prerequisite: Must be 15 years of age or older

WFA-8120 tuition: $22 / fees: $54

127697 Tu Th 7:15PM – 8:15PM
Sept 8 – Oct 22
D106C–LEON

127698 Tu Th 7:15PM – 8:15PM
Oct 27 – Dec 15
D106C–LEON

Aquatic Reconditioning and Strengthening
Physicians and physical therapists often recommend aquatic exercise to their patients as a part of a comprehensive rehabilitation program. This class is designed for individuals with disabilities including hip or knee replacements, chronic back pain, disc problems, broken limbs, arthritis or surgery. The goal of the class is to improve range of motion, flexibility and muscular strength, and endurance through a moderate exercise program. Upper- and lower-body range of motion and resistance exercises will be performed in a pool. A physician’s written consent is required to participate in class activities.

Prerequisite: Physician’s written approval

WFA-8190 tuition: $22 / fees: $60

127953 M W 9AM – 10AM
Sept 7 – Oct 19
PE119–LAPL

127954 M W 9AM – 10AM
Nov 9 – Dec 21
PE119–LAPL

129327 F 10AM – 11AM
Sept 18 – Dec 11
PE119–LAPL

127707 W F 9AM – 10AM
Sept 9 – Oct 16
D106D–LEON

Adult Beginning Swimming
Learn the basic swimming strokes and water safety skills. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.

Prerequisite: Must be 15 years of age or older

WFA-8200 tuition: $32 / fees: $55

128000 Tu 6PM – 7PM
Sept 15 – Oct 20
PE119–LAPL

127998 Sa 9AM – 10AM
Sept 19 – Oct 24
PE119–LAPL

127714 Sa 9AM – 10AM
Sept 12 – Oct 17
D106C–LEON

127715 M 7PM – 8PM
Sept 14 – Oct 19
D106C–LEON

127716 Sa 9AM – 10AM
Oct 31 – Dec 12
D106C–LEON

Adult Intermediate Swimming
Perfect your basic swimming skills and learn advanced strokes, underwater swimming, and lap swimming skills. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.

Prerequisite: Must be 15 years of age or older

WFA-8210 tuition: $32 / fees: $55

128001 Tu 6PM – 7PM
Sept 15 – Oct 20
PE119–LAPL

127999 Sa 9AM – 10AM
Sept 19 – Oct 24
PE119–LAPL

129228 Sa 9AM – 10AM
Nov 7 – Dec 19
PE119–LAPL

129227 Tu 6PM – 7PM
Nov 10 – Dec 15
PE119–LAPL

127717 Sa 9AM – 10AM
Sept 12 – Oct 17
D106C–LEON

127719 M 9AM – 10AM
Sept 14 – Oct 19
D106C–LEON

127718 Sa 9AM – 10AM
Oct 31 – Dec 12
D106C–LEON
Aqua Zumba
Keep the Zumba fitness workout party going in the pool. Typical land-based Zumba dance steps, such as cha-cha, merengue, salsa, reggaeton and mambo are more exaggerated and slower in the water. The integration of these movements mixed with the philosophy of traditional aqua fitness disciplines blend together into a safe, challenging, water-based workout that is cardio-conditioning, muscle strengthening, and most of all, exhilarating beyond belief. Certified instructors will lead you through this fun, low-impact exercise class using Latin-inspired music to get you moving.

WFA-8240 tuition: $15 / fees: $120
127720 Tu 10AM – 11AM Sept 8 – Dec 15 D106C–LEON
127699 Sa 9AM – 10AM Sept 12 – Dec 19 D106C–LEON
127703 M 8:30AM – 9:30AM Sept 14 – Dec 21 D106C–LEON

Aquatic Reconditioning II
Designed specifically for those who have completed Aquatic Reconditioning and Strengthening and are ready for a challenging aquatic exercise program to further build on the skills already mastered. A variety of appropriate aquatic exercise equipment will be utilized to further advance range of motion, flexibility, as well as muscular strength and endurance. Upper and lower body range of range of motion, core, and cardiovascular exercises will be performed in a pool. A physician’s written consent is requested to participate in class activities.

Prerequisite: WFA-8190

WFA-8290 tuition: $48 / fees: $72
127955 M W 10AM – 11AM Sept 7 – Oct 19 PE119–LAPL
127713 M W 11AM – 12PM Oct 26 – Dec 7 D106C–LEON

Senior Aquatic Wellness
For senior adults and those who are medically referred, this course teaches the positive impact of exercise in the water on arthritis, cardiovascular function, and overall fitness and health. The class consists of health education in the form of lecture, discussion, question and answer, and handouts in these topic areas: cardiovascular health, joint fitness, muscle tone, balance, and the physiological and cognitive benefits of exercise. The students participate in guided aquatic exercise during the class. Instructors demonstrate and explain the health benefits of each type of aquatic activity prior to introducing it in class. A significant portion of the class is devoted to lecture-based instruction. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.

WFA-9730 tuition: $75 / fees: $45
127956 Tu 9AM – 10AM Sept 8 – Dec 8 PE119–LAPL
127957 Th 9AM – 10AM Sept 10 – Dec 17 PE119–LAPL
127721 Tu 1PM – 2PM Sept 8 – Dec 8 D106D–LEON
127722 Th 1PM – 2PM Sept 10 – Dec 17 D106D–LEON

Arthritis Foundation Aquatic Program
The Arthritis Foundation Aquatic Program provides instruction for individuals who suffer from arthritis including methods and treatments to increase strength and flexibility. Exercises include range of motion and muscle strengthening exercises with optional equipment. Topics include how to use water resistance to improve health and well being, improve muscular strength, flexibility and balance. The program follows the Arthritis Foundation Aquatic Program guidelines. Participants do not need to know how to swim in order to participate.

WFA-9740 tuition: $22 / fees: $60
127723 M W 1PM – 2PM Sept 9 – Oct 26 D106D–LEON
127724 M W 2PM – 3PM Sept 9 – Oct 26 D106D–LEON
127729 Th 10AM – 11AM Sept 10 – Dec 17 D106D–LEON
127725 M W 1PM – 2PM Oct 28 – Dec 16 D106D–LEON
127726 M W 2PM – 3PM Oct 28 – Dec 16 D106D–LEON

VIDEO SPOTLIGHT
See a video of Aquatic Exercise at www.csmd.edu/CommunityEducation.
Ai Chi

Ai Chi is a total body relaxation and strengthening technique used for aquatic type therapy. This aquatic exercise is performed standing in shoulder-depth water using a combination of deep breathing and slow, broad movements of the arms, legs, and torso. Enjoy the water in a flowing, yet powerful, progression. Increase your oxygen and caloric consumption through correct forms of positions in the water. This exercise is ideal for improving range of motion and mobility.

WFA-8250 tuition: $15 / fees: $97
129315 Tu Th 6:45PM – 7:15PM
Sept 1 – Nov 24   D106D–LAPL

AQUATICS- YOUTH

American Red Cross Swimming for Infants/Tots

Parents, come be with your 6 month to 3 year-old tots and help them to learn to be safe around water. Infants and toddlers will develop a comfort level in and around the water as well as a readiness for learning to swim. Pool and water safety will be discussed and practiced in a fun, upbeat atmosphere.

Prerequisite: Must be six months to three years old and parents are required to accompany their child in the water.

WFA-8170 tuition: $32 / fees: $23
127958 Sa 11AM – 11:30AM
Sept 19 – Oct 24   PE119–LAPL
127959* Sa 11:30AM – 12PM
Nov 7 – Dec 19   PE119–LAPL
127820 Th 12PM – 12:30PM
Sept 10 – Oct 15   D106D–LEON
127821 Sa 10AM – 10:30AM
Sept 12 – Oct 17   D106D–LEON
127822 Sa 10:45AM – 11:15AM
Sept 12 – Oct 17   D106D–LEON
127823 Sa 11:30AM – 12PM
Sept 12 – Oct 17   D106D–LEON
127824* Th 12PM – 12:30PM
Oct 29 – Dec 10   D106D–LEON
127825* Sa 10AM – 10:30AM
Oct 31 – Dec 12   D106D–LEON
127826* Sa 10:45AM – 11:15AM
Oct 31 – Dec 12   D106D–LEON
127827* Sa 11:30AM – 12PM
Oct 31 – Dec 12   D106D–LEON
*Registration for courses indicated with an “*” begins on Oct 5. For all other youth swim sections, registration begins on Aug 17.

Preschool Aquatics - Water Exploration (American Red Cross Level 1)

The objective of this course is to help preschool age students feel comfortable in the water. In Level 1, elementary aquatic skills are taught with an emphasis on water safety; blowing bubbles, front/ back floating and kicking are among the skills introduced in Level 1. At this level, all of the skills are practiced with support. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.

Prerequisite: Must be three to five years of age, and should be able to swim with support of an instructor. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.

WFA-8110 tuition: $32 / fees: $33
127960 Th 6PM – 6:40PM
Sept 17 – Oct 22   PE119–LAPL
127962 Sa 12:15PM – 12:55PM
Sept 19 – Oct 24   PE119–LAPL
127963* Th 6PM – 6:40PM
Nov 5 – Dec 17   PE119–LAPL
127961* Sa 10AM – 10:40AM
Nov 7 – Dec 19   PE119–LAPL
127772 Tu 5:45PM – 6:25PM
Sept 8 – Oct 13   D106C–LEON
127773 Th 5:45PM – 6:25PM
Sept 10 – Oct 15   D106C–LEON
127774 Sa 10AM – 10:40AM
Sept 12 – Oct 17   D106C–LEON
127775 Sa 11:30AM – 12:10PM
Sept 12 – Oct 17   D106C–LEON
127776* Sa 10AM – 10:40AM
Oct 31 – Dec 12   D106C–LEON
127777* Sa 10:45AM – 11:25AM
Oct 31 – Dec 12   D106C–LEON
127778* Sa 11:30AM – 12:10PM
Oct 31 – Dec 12   D106C–LEON

*Registration for courses indicated with an “*” begins on Oct 5. For all other youth swim sections, registration begins on Aug 17.

VIDEO SPOTLIGHT

See a video of Swimming for Tots at www.csmd.edu/CommunityEducation.
Preschool Aquatics- Primary Skills  
(American Red Cross Level 2)  
The objective of this course is to give preschool age students success with fundamental skills such as floating and basic locomotion. In Level 2, students build on the skills learned in Level 1 with an emphasis on safety; students learn to float without support and recover to a vertical position. At this level, many skills are still practiced with support. Participants in this course must complete a short health questionnaire and a statement of informed consent prior to the start of class.  
Prerequisite: Must be three to five years of age; and students should be able to submerge mouth and blow bubbles for at least three seconds; Students must enter the water independently using a ladder, steps, or side, and travel at least five yards with support, and glide on front with support for at least two body lengths. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.  
WFA-8230 tuition: $32 / fees: $33

127965 Th 6PM – 6:40PM  
Sept 17 – Oct 22 PE119–LAPL

127966 Sa 12:15PM – 12:55PM  
Sept 19 – Oct 24 PE119–LAPL

129229* Th 6PM – 6:40PM  
Nov 5 – Dec 17 PE119–LAPL

127964* Sa 10AM – 10:40AM  
Nov 7 – Dec 19 PE119–LAPL

127781 Tu 5:45PM – 6:25PM  
Sept 8 – Oct 13 D106C–LEON

127806 Th 5:45PM – 6:25PM  
Sept 10 – Oct 15 D106C–LEON

127807 Sa 10AM – 10:40AM  
Sept 12 – Oct 17 D106C–LEON

127808 Sa 10:45AM – 11:25AM  
Sept 12 – Oct 17 D106C–LEON

127809 Sa 11:30AM – 12:10PM  
Sept 12 – Oct 17 D106C–LEON

127810* Sa 10AM – 10:40AM  
Oct 31 – Dec 12 D106C–LEON

127812* Sa 10:30AM – 11:10AM  
Oct 31 – Dec 12 D106C–LEON

127811* Sa 12:15PM – 12:55PM  
Oct 31 – Dec 12 D106C–LEON

*Registration for courses indicated with an * begins on Oct 5. For all other youth swim sections, registration begins on Aug 17.

Preschool Aquatics- Stroke Readiness  
(American Red Cross Level 3)  
The objective of this course is to give preschool age students success with swimming independently. Level 3 builds on skills learned in Level 2 by providing guided practice; students are encouraged to improve coordination of simultaneous and alternating arm and leg actions. In this level, skills are taught with an emphasis on safety and diving is introduced. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.  
Prerequisite: WFA-8230; must be three to five years of age; and students should be able to swim without support, glide on front and back for at least two body lengths, roll from front to back and float (without support) for five seconds, and swim using combined arm and leg actions on front for three body lengths. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.  
WFA-8130 tuition: $32 / fees: $33

127967 Th 6PM – 6:40PM  
Sept 17 – Oct 22 PE119–LAPL

127968 Sa 10:45AM – 11:25AM  
Sept 19 – Oct 24 PE119–LAPL

129230* Th 6PM – 6:40PM  
Nov 5 – Dec 17 PE119–LAPL

127969* Sa 11:45AM – 12:25PM  
Nov 7 – Dec 19 PE119–LAPL

127813 Tu 5PM – 5:40PM  
Sept 8 – Oct 13 D106C–LEON

127814 Th 5PM – 5:40PM  
Sept 10 – Oct 15 D106C–LEON

127815 Sa 10AM – 10:40AM  
Sept 12 – Oct 17 D106C–LEON

127816 Sa 10:45AM – 11:25AM  
Sept 12 – Oct 17 D106C–LEON

127817* Sa 10AM – 10:40AM  
Oct 31 – Dec 12 D106C–LEON

127818* Sa 11:30AM – 12:10PM  
Oct 31 – Dec 12 D106C–LEON

127819* Sa 12:15PM – 12:55PM  
Oct 31 – Dec 12 D106C–LEON

*Registration for courses indicated with an ** begins on Oct 5. For all other youth swim sections, registration begins on Aug 17.
Water Exploration
(American Red Cross Level 1)

The objective of this course is to help school age students feel comfortable in the water. In Level 1, Elementary Aquatic Skills are taught with an emphasis on Water Safety; blowing bubbles, front/back floating and kicking are among the skills introduced in Level 1. At this level, all of the skills are practiced with support. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.

Prerequisite: Must be at least six years of age; Students should be able to swim with the support of an instructor (with no parent/guardian in the pool). If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.

WFA-8010 tuition: $32 / fees: $33

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*Registration for courses indicated with an ** begins on Oct 5. For all other youth swim sections, registration begins on Aug 17.

Primary Skills
(American Red Cross Level 2)

The objective of this course is to give school age students success with fundamental skills such as floating and basic locomotion. In Level 2, students build on the skills learned in Level 1 with an emphasis on safety; students learn to float without support and recover to a vertical position. At this level, many skills are still practiced with support. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.

Prerequisite: WFA-8010; must be at least six years of age; students should be able to submerge mouth and blow bubbles for at least three seconds, enter the water independently using a ladder, steps, or side, and must travel at least five yards with support, and glide on front with support for at least two body lengths. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.

WFA-8020 tuition: $32 / fees: $33

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*Registration for courses indicated with an ** begins on Oct 5. For all other youth swim sections, registration begins on Aug 17.
Stroke Readiness  
(American Red Cross Level 3)

The objective of this course is to give school age students success with swimming independently. Level 3 builds on skills learned in Level 2 by providing guided practice; Students are encouraged to improve coordination of simultaneous and alternating arm and leg actions. In this level, skills are taught with an emphasis on safety and diving is introduced. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.

**Prerequisite:** WFA-8020; must be at least six years of age; students should be able to swim without support, glide on front and back for at least two body lengths, roll from front to back and float (without support) for five seconds, and swim using combined arm and leg actions on front for three body lengths. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.

**WFA-8030**  
tuition: $32  
fees: $33

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*Registration for courses indicated with an “*” begins on Oct 5. For all other youth swim sections, registration begins on Aug 17.

Stroke Improvement  
(American Red Cross Level 4)

The objective of this course is help school age children develop confidence in the skills learned and improve other Aquatic skills. In Level 4, students increase their endurance by swimming familiar strokes (front/back crawl, elementary backstroke) at greater distances than Level 3. Breast stroke, side stroke and the basics of turning are also introduced. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.

**Prerequisite:** WFA-8030; must be at least six years of age; students must show the ability to tread water for 30 seconds, swim/float/crawl and do the elementary backstroke for 15 yards, perform rotary breathing (ten times), do a head first entry into deep water, and have the ability to float on front and back for 30 seconds. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.

**WFA-8040**  
tuition: $32  
fees: $33

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*Registration for courses indicated with an “*” begins on Oct 5. For all other youth swim sections, registration begins on Aug 17.
Stroke Refinement
(American Red Cross Level 5)

The objective of this course is to provide further coordination and refinement of strokes. Butterfly open turns and feet first surface dives are introduced. Participants learn to perform the front and back crawl for increased distances and front/ back crawl flip turns are introduced. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.

Prerequisite: WFA-8040; must be at least six years of age; and must show the ability to swim underwater (three to five body lengths), swim 25 yards of front crawl, 15 yards of butterfly and breaststroke, do a head first entry into deep water, and swim backstroke and front crawl open turn. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.

WFA-8050 tuition: $32 / fees: $33

127993 Th 7:30PM – 8:10PM Sep 17 – Oct 22 PE119–LAPL
127987 Sa 11:30AM – 12:10PM Sept 19 – Oct 24 PE119–LAPL
129231* Th 7:30PM – 8:10PM Nov 5 – Dec 17 PE119–LAPL
127992* Sa 11:30AM – 12:10PM Nov 7 – Dec 19 PE119–LAPL
127764 Tu 6:30PM – 7:10PM Sept 8 – Oct 13 D106C–LEON
127765 Th 6:30PM – 7:10PM Sept 10 – Oct 15 D106C–LEON
127766 Sa 11:30AM – 12:10PM Sept 12 – Oct 17 D106C–LEON
127767* Sa 11:30AM – 12:10PM Oct 31 – Dec 12 D106C–LEON

Swimming & Skill Proficiency
(American Red Cross Level 6)

The objective of this course is to refine strokes so participants can swim with ease, efficiency, power and smoothness over greater distances. Students develop considerable endurance by the end of the course. Participants in this course must complete a short health questionnaire and a Statement of Informed Consent prior to the start of class.

Prerequisite: WFA-8050; must be at least six years of age and must show successful completion of Level 5; plus show ability to swim 50 yards of elementary backstroke and front crawl using flip turns, tread water for five minutes, swim 25 yards of the breaststroke, butterfly, and back stroke, and shall for 30 seconds. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.

WFA-8060 tuition: $32 / fees: $33

127995 Th 7:30PM – 8:10PM Sept 17 – Oct 22 PE119–LAPL
127994 Sa 11:30AM – 12:10PM Sept 19 – Oct 24 PE119–LAPL
127997* Th 7:30PM – 8:10PM Nov 5 – Dec 17 PE119–LAPL
127996* Sa 11:30AM – 12:10PM Nov 7 – Dec 19 PE119–LAPL
127736 Tu 5PM – 5:40PM Sept 8 – Oct 13 D106C–LEON
127769 Sa 11:30AM – 12:10PM Sept 12 – Oct 17 D106C–LEON
127770* Sa 11:30AM – 12:10PM Oct 31 – Dec 12 D106C–LEON

*Registration for courses indicated with an asterisk begins on Oct 5. For all other youth swim sections, registration begins on Aug 17.
Beginner Swim Clinic for Competitive Swimming

Beginning swim clinic is for youth 18 and under who desire to gain experience in the competitive side of swimming and to maintain skills for the summer swim season. Practice includes hands on training and development aimed at increasing proficiency of all 4 competitive strokes, as well as starts, turns, finishes strength and endurance. Placement is at the discretion of the instructor. Prerequisite: Students must be able to swim 25 yards freestyle, 25 yards backstroke and 25 yards butterfly. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.

WFA-8310 tuition: $10 / fees: $133
127730 Sa 1PM – 3PM Aug 29 – Oct 24 D106C-LEON
127731 Sa 1PM – 3PM Oct 31 – Dec 19 D106C-LEON

Intermediate Swim Clinic for Competitive Swimming

Intermediate swim clinic is for youth 18 and under who desire to continue gaining experience in the competitive side of swimming and to maintain skills for the summer swim season. Practices are a gentle progression from the previous group. The goal is to continue to refine strokes and turns while increasing strength and endurance. Increased practice time and attention to detail are hallmarks of this group. Prerequisite: Swim 25 yards of Freestyle, Backstroke, Butterfly and Breast stroke. Evaluation by Instructor. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.

WFA-8320 tuition: $10 / fees: $146
127732 M W F 5PM – 6:35PM Sept 2 – Oct 23 D106C-LEON
129266 T Th 5:45PM – 7:15PM Sa 7AM – 8:30AM Oct 22 – Dec 15 D106C-LEON
127733 M W F 6PM – 7:30PM Oct 26 – Dec 21 D106C-LEON
129265 Tu Th 5:45PM – 7:15PM F 4PM – 5:30PM Sept 1 – Oct 20 D106C-LEON

Advanced Swim Clinic for Competitive Swimming

Advanced swim clinic is for youth 18 and under who desire to continue gaining experience in the competitive side of swimming and to maintain skills for both summer swim and high school swim seasons. Advanced swimmers have a strong understanding of all strokes and techniques. Main focus is on strength and endurance training and perfecting strokes. Prerequisite: Swim 25 yards of Freestyle, Backstroke and Breast Stroke. Instructor Approval. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on what level is appropriate, please call the aquatic office.

WFA-8330 tuition: $10 / fees: $183
127734 M W F 6PM – 8:05PM Tu Th 4PM – 8:05PM Sept 1 – Oct 26 D106C-LEON
127735 M Tu W Th F 6PM – 8:10PM Oct 27 – Dec 21 D106C-LEON

High School Swim Conditioning

Prepare for your high school swim season by developing and building competitive swim skills. The main focus will be on stroke technique, stroke refinement, and building endurance and speed. Prerequisite: Students must be able to swim 25 yards of each stroke, and the butterfly. If a student fails to meet all prerequisites, he or she may be withdrawn from class. Should you require more guidance on whether this level is appropriate, please call the Aquatics Office.

WFA-8300 tuition: $10 / fees: $159
129316 Su 1PM – 3PM Sept 13 – Nov 1 D106C-LEON
FITNESS AND AQUATICS PUNCH PASS

10 Punch Pass - $49  20 Punch Pass - $89

Punch passes allow the purchaser to buy access for a specified number of visits, rather than a specified time period. Punch passes are not transferable, replaceable, refundable, or renewable and expire within one year of purchase. Passes include use of pool (during open and lap swim hours) at the La Plata and Leonardtown campuses and/or fitness centers at the La Plata, Leonardtown, and Prince Frederick campuses. Punch passes are available to anyone meeting the requirements below and require in-person registration at any CSM express counter/business office location. Customers present receipt of payment to the Wellness Center staff to receive punch passes.

Requirements:
- Students must be in good health and not have health-related issues which might prohibit them from physical exercise. Please call 301-539-4760 for additional information.
- Students must be 14 years or older to access fitness centers.
- All students/participants under the age of 16 must be accompanied by a parent or legal guardian for full access to our facilities.

Forms may be found at www.csmd.edu/CommunityEducation/WFR/Fitness/services.html.

PERSONALIZED SERVICES
- Personal Training
- Fitness Assessments
- Small Group Fitness
- One-on-One Yoga
- Reiki
- Private Swim Lessons

Reach your wellness goals today! The Wellness, Fitness, and Aquatics Department is now offering personalized wellness services! We will provide each client with education, guidance, and motivation, to safely improve your health and wellness! Call for more information:

Sherrise Debaugh, Leonardtown Campus
240-725-5300, ext 5574
Justine Clarke, LaPlata Campus
301-934-7551
Melvina Frazier, Prince Frederick Campus
443-550-6000, ext. 6450

*Private swim lessons at La Plata and Leonardtown campuses only.

SIGN UP FOR GROUPEX PASSPORT!
WFA-5730-127673 - La Plata Campus
WFA-5730-127828 - Leonardtown Campus
September 1 - December 22, 2015

Get fit now!

Our Passport program offers you an unlimited combination of land, mind/body, and aquatic classes, all for one great price.

Register for WFA-5730 and check out our most up to date schedule at:

www.csmd.edu/passport

FITNESS
### WELLNESS, FITNESS AND AQUATICS

Community Education

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### GroupEx Passport Schedule

**Fall 2015 - La Plata**

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<th>MONDAY</th>
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<tr>
<td><strong>MORNING 6:00AM – 9:00PM</strong></td>
<td><strong>MORNING 6:00AM – 9:00PM</strong></td>
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<tr>
<td>Aquatic Ex 8:45am PE 120C</td>
<td>Spinning 7:45am PE 120C</td>
<td>Aquatic Ex 8:45am PE 120C</td>
</tr>
<tr>
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<td>Pilates 8:45am PE 120C</td>
<td>Yoga 9:15am PE 120C</td>
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<td>Relaxation 12:15pm PE 120C</td>
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<td>Yoga 4:15pm PE 120C</td>
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<td>Yoga 6:15pm PE 120C</td>
<td>Zumba 5:15pm PE 120C</td>
<td>PiYo 5:15pm PE 120C</td>
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<tr>
<td>5K Training 7:15pm PE Lobby</td>
<td>Aqua Boost 6:15pm PE Pool</td>
<td>Yoga 6:15pm PE 120C</td>
</tr>
<tr>
<td>Zumba 7:15pm PE 120C</td>
<td>Power Pump 6:15pm PE 120C</td>
<td>Aqua Zumba 6:15pm PE Pool</td>
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<td>Sports Conditioning 7:15pm PE Pool</td>
<td><strong>THURSDAY</strong></td>
<td><strong>FRIDAY</strong></td>
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<td>PiYo 8:00am PE 120C</td>
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<tr>
<td>Metabolic Musc. Train.</td>
<td>Tai Chi 9:15am PE 120C</td>
<td>Tai Chi 9:15am PE 120C</td>
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<td>9:15am PE 120C</td>
<td>Aqua Boost 9:15am PE Pool</td>
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<td>5K Training 9:15am PE Lobby</td>
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<td>Yoga 6:15pm PE 120C</td>
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<td><strong>SATURDAY</strong></td>
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<td>Kickboxing 7:15pm PE 120C</td>
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</table>

**NOTE:**

Spinning classes have limited space. First Come, First Serve!

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The college will be closed September 5-7 for the Labor Day holiday and November 25-29 for the Thanksgiving holiday.

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**SEPT 1 TO DEC 22 - WFA 5730–127673**

Classes are subject to change. Please visit www.csmd.edu/CommunityEducation/WFR/index.html for the most updated schedule.

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Information: 301-539-4760 | Register online: www.csmd.edu/Go/Register
The college will be closed September 5-7 for the Labor Day holiday and November 25-29 for the Thanksgiving holiday.
WELLNESS, FITNESS AND AQUATICS

GroupEX Passport
Remove roadblocks to your fitness goals with GroupEX Passport. Overcome scheduling conflicts and boredom as you reap the benefits of cross-training and improve over all fitness. Combine vigorous sport-specific training with relaxing mind-body and energizing dance formats to create an exercise program all your own. The GroupEX Passport allows access to all classes on the GroupEX Passport schedule. Included classes are marked throughout the fitness section of this schedule. More information can be found at www.csmd.edu/passport.

WFA-5730 tuition: $15 / fees: $129
127673 Sept 1 – Dec 22 PE120C–LAPL
127828 Sept 1 – Dec 22 D114–LEON

Fit Over 40
Have you noticed that you don’t have the energy or strength that you used to? According to ACSM, adults lose a half of a pound of lean muscle tissue each decade after the age 25; this progressive muscle loss is advanced by inactivity and yo-yo dieting, resulting in decreased energy, metabolism and strength. Using functional conditioning and a combination of muscular and cardiovascular training, a Certified Fitness Professional will motivate and challenge you with exercises to suit your experience and fitness level.

WFA-6000 tuition: $22 / fees: $54
128107 M W 12PM – 1PM Sept 2 – Oct 26 PFB100–PRIN
128111 M W 12PM – 1PM Oct 28 – Dec 21 PFB100–PRIN

Strength and Functional Conditioning (level I)
Advancing age and inactivity result in reduced balance, flexibility and physical endurance, due to the loss of lean muscle tissue. Scientific research proves that progressive resistance training can safely and effectively reverse this trend for all populations. Under the guidance and supervision of a Certified Fitness Professional, you will utilize strength and balance equipment to train your body in dynamic functional movements, increasing physical capacity and decreasing age-related risk factors. This course is perfect for senior participants!

WFA-6010 tuition: $15 / fees: $59
128089 Tu Th 10AM – 11AM Sept 3 – Oct 22 PFB100–PRIN
127675 Tu Th 10AM – 11AM Sept 1 – Oct 22 PE102–LAPL
127677 Tu Th 10AM – 11AM Oct 27 – Dec 22 PE102–LAPL
127837 Tu 10AM – 11AM Sept 1 – Dec 15 D117–LEON

Strength and Functional Conditioning (level II)
Are you looking to progress your current exercise program under the guidance and supervision of a Certified Fitness Professional? The Level II Strength & Functional Training course allows for more individualization of your fitness program and more independence in the weight room. Continue to improve balance and physical capacity with more advanced exercises and specialized functional equipment. This course is perfect for the senior population!

WFA-6020 tuition: $15 / fees: $59
128090 Tu Th 11AM – 12PM Oct 27 – Dec 17 PFB100–PRIN
127674 Tu Th 10AM – 11AM Sept 1 – Oct 22 PE120C–LAPL
127676 Tu Th 10AM – 11AM Oct 27 – Dec 22 PE102–LAPL
127838 Tu 10AM – 11AM Sept 1 – Dec 15 D117–LEON

Information: 301-539-4760 | Register online: www.csmd.edu/Go/Register
A.B.C. - Amazing Ball Class
Have a ball with this core conditioning class! Balance training on a stability ball works the trunk in almost every exercise performed. Explore a variety of appropriate stability and strength exercises to increase core strength and balance. A Certified Fitness Professional will guide you through a series of exercises designed to improve posture and create overall awareness of body movement. Exercises are progressed safely and are appropriate for all fitness levels.

WFA-6060 tuition: $22 / fees: $54

<table>
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<th>Days</th>
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<td>Oct 22 - Dec 15</td>
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Abs and Low Back
Inactivity, weak core muscles, and tight hip flexors are believed to be major contributors to low back pain. This class focuses on form and technique and involves building strength for core stability muscles of the abs and low back. Safe and effective exercises, without crunches, and stretching techniques will be presented by a Certified Fitness Professional to strengthen your abdominal muscles and strengthen your back.

WFA-6080 tuition: $22 / fees: $54

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Health and Fitness for Seniors
This course is designed to teach senior adults about health and wellness and the use of regular physical activity to combat aging and related diseases. Topics include physical activities developed by the President's Council on Physical Fitness and the American Association for Retired Persons (AARP), basic first aid awareness, nutrition, and health and safety.

WFA-6140 tuition: $15 / fees: $109

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<td>11AM - 12PM</td>
<td>Sept 2 - Dec 16</td>
<td>PE120C-LAPL</td>
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5K: Training Program for Beginning Runners
People who have never run before, not run in a long time, or are fairly new to running, will benefit from this course. Get ready to run your first 5k. We take a very gradual training approach to increasing distance to keep you running injury free. Stretching, hydration, and proper nutrition are key to staying healthy and will be discussed. This class will also incorporate the benefits and techniques of aqua jogging and may consist of some class sessions in the pool with an aquatics jogging belt.

WFA-6150 tuition: $22 / fees: $54

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<td>Sept 12 - Dec 19</td>
<td>PFB100-PRIN</td>
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<tr>
<td>127829</td>
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<td>8:15AM - 9:15AM</td>
<td>Sept 12 - Dec 19</td>
<td>D114-LEON</td>
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</table>

Nordic Walking
Research shows that cross-country skiing is one of the most effective total body workouts available. Use the principles of this amazing exercise year round with our newest fitness class. Take your current walks to a whole new level using Nordic walking poles on a variety of terrain. Trekking is an excellent cross-training opportunity and the perfect complement to all fitness plans. Whether you bike, swim, run, or currently live a sedentary lifestyle, this class is for you! Benefits include: reduced stress on the knees and hips and ankles, and increased stability while walking. Enjoy the outdoors, meet new people, burn more calories than regular walking and have fun!

WFA-6180 tuition: $22 / fees: $54

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<td>W</td>
<td>6PM - 7PM</td>
<td>Sept 9 - Oct 28</td>
<td>D114-LEON</td>
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</table>
**Spinning TM**
Some group fitness classes can leave you feeling frustrated trying to follow complicated choreography. There are no complicated moves in Spinning TM. You will be guided, challenged and encouraged by a certified Spinning TM instructor in an atmosphere that will help you focus on your workout, form, spinning rate, breathing and your personal visualization! You will find that you will work more efficiently, effectively and safely using heart rate training zones! Regardless of your fitness level, you will experience a great workout.

**WFA-7040** tuition: $22 / fees: $54

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<td>12PM – 1PM</td>
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**Zumba**
Dance your way into fitness with this Latin inspired dance style class which combines high energy moves and dance combinations. You will be guided through a series of dance steps such as salsa, meringue, and reggae while incorporating exercises such as squats, knee lifts, and bicep curls. You'll have so much fun doing Zumba you won't even realize you're working out!

**WFA-7050** tuition: $22 / fees: $54

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**Cardio Kickboxing**
Kick and punch your way into fitness! During this powerful high intensity workout participants will utilize kicking, boxing, aerobic movements and martial-art type actions for a challenging total body conditioning experience. Learn proper techniques for kicking, punching and various self-defense moves from a Certified Fitness Professional. Don’t miss out on this exciting workout!

**WFA-7060** tuition: $22 / fees: $54

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**Total Body Power Pump**
Variety is the name of the game in this strength training class! A Certified Fitness Professional will lead participants to motivating music while sculpting and strengthening your total body. Increase muscle strength using the latest fitness equipment and techniques. This class is designed to assist participants reaching their personal training goals. Total Body Power Pump is the perfect compliment to a cardiovascular workout!

**WFA-7070** tuition: $22 / fees: $54

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<td>127835</td>
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<td>8:15AM – 9:15AM</td>
<td>Sept 12 – Dec 5</td>
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**Super Circuit**
Circuit training is an effective, time-efficient way to improve your cardiovascular and muscle endurance. By performing intervals of aerobic and anaerobic training, you will move quickly from station to station to perform different exercises. This is the perfect class for anyone who is short on time yet wants to develop all-around fitness. Variety is the name of the game in this challenging workout!

**WFA-7080** tuition: $22 / fees: $54

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<td>8:15AM – 9:15AM</td>
<td>Sept 12 – Dec 5</td>
<td>D113–LEON</td>
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</table>
High Intensity Interval Training (HIIT)
Get in shape quickly and stay in shape. HIIT is a variant of exercising that is the quickest way to burn fat and gain muscle simultaneously. Optimize your workout time by utilizing a series of short, high-intensity intervals, followed by longer, low-intensity intervals. HIIT’s repeated intervals keep your body guessing so you don’t plateau. This class boosts your metabolism and will continue to burn hundreds of calories hours after you are done exercising! This is a high intensity class; however, our certified instructors will be able to modify exercises for all fitness levels.

WFA-7120 tuition: $15 / fees: $149
127836 Su 3PM – 4PM Sept 13 – Dec 20 D113-LEON

MEMBERSHIP PROGRAMS

Plus Fifty Encore Individual Fitness and Aquatics Membership
The Plus Fifty Encore Individual Fitness and Aquatics Membership allows participants ages 50 years of age and better to use the fitness center at either LaPlata, Leonardtown or Prince Frederick, and the pool at LaPlata or Leonardtown campus. Members have access to open hours in the fitness center and pool, a free equipment orientation, and wellness programs when offered. Pool access includes use of the pool during scheduled open/lap swim times. Membership is valid only at the campus for which it is purchased.
Prerequisite: Must be at least 50 years old to register.

PFE-5500 tuition: $10 / fees: $89
128192 Sept 1 – Dec 22 PFB100-PRIN
127683 Sept 1 – Dec 22 PE102-LAPL
127852 Sept 1 – Dec 22 D117-LEON

Annual Individual Membership
The Annual Individual membership allows participation in fitness center, aquatic center and Group Ex Passport activities. Annual individual membership allows members, ages 16 and older (14 years of age in the fitness center only if accompanied by a parent or legal guardian), access to open hours in the fitness center and pool, a free equipment orientation, monthly wellness programs, all Group Ex Passport classes and three complimentary passes. Pool access includes use of the pool during scheduled open swim times. Membership is valid at all three CSM campus locations, LaPlata, Leonardtown and Prince Frederick.

WFA-5900 tuition: $35 / fees: $414
127672 Sept 1 – Aug 31 PE100-LAPL
128890 Oct 1 – Sept 30 PE100-LAPL
128894 Nov 1 – Oct 31 PE100-LAPL
128897 Dec 1 – Nov 30 PE100-LAPL
127851 Sept 1 – Aug 31 D114-LEON
128892 Oct 1 – Sept 30 D114-LEON
128895 Nov 1 – Oct 31 D114-LEON
128898 Dec 1 – Nov 30 D114-LEON
Annual Family Membership

The Annual Family Membership allows families up to 6 people (immediate family, grandparents, grandchildren, and step children, or any family member residing within the same household) participation in fitness center, aquatic center and Group Ex passport activities. Proof of relationship or residency may be required. Members, ages 16 and older (14 years of age in the fitness center only if accompanied by a parent or legal guardian), have access to open hours in the fitness center and pool, a free equipment orientation, monthly wellness programs, all Group Ex Passport classes and a complimentary pass to bring a guest (one per family). Pool access includes use of the pool during scheduled open swim times. Membership is valid at all three CSM campus locations, LaPlata, Leonardtown and Prince Frederick.

WFA-5910 tuition: $46 / fees: $54

<table>
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</table>

WELLNESS

Pilates (Level I)

Join the power of Pilates and learn why so many swear by this total body toning system. Regardless of your current level of fitness, the Pilates method will serve to both condition your body and prevent injury. With the use of mat work, you will look to your body to create resistance - an amazing way to connect with and strengthen your core. This class challenges your stamina, flexibility and strength, as you flow through the exercises and deepen your body awareness with each movement.

WFA-6200 tuition: $22 / fees: $54

<table>
<thead>
<tr>
<th>Course No.</th>
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<th>End Date</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
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Hatha Yoga (Level I)

Yoga is a holistic modality for the mind, body and spirit. Allow your Certified Instructor to act as your guide, introducing you to basic yoga postures, relaxation techniques, and deep breathing practices. These soothing benefits are achieved through a reduced blood pressure, improved flexibility and increased muscle tone.

WFA-6220 tuition: $22 / fees: $54

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<th>Course No.</th>
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Tai Chi (Level I)
Are you looking for a way to reduce stress and improve your fitness? Tai Chi provides all of the cardiovascular, muscular, and flexibility benefits of traditional exercise formats, without the impact on joints and stress on the heart. During this moving meditation, your Certified Instructor will guide you through gentle martial arts movements, using serene music and deep breathing techniques. You will leave class feeling fit and energized!

WFA-6240 tuition: $22 / fees: $54

127678  F  9AM – 10AM
Sept 4 – Dec 18
PE102–LAPL

Tai Chi (Level II)
Take your Tai Chi program to the next Level as you progress through more challenging poses and transitions. Build on the series of movements learned in Tai Chi I, developing a mind-body connection and improved strength and balance through slow, conscious movement of the muscles and joints.
Prerequisite: WFA-6240

WFA-6250 tuition: $22 / fees: $54

127833  Tu  3:45PM – 4:45PM
Sept 8 – Dec 15
D114–LEON

PiYo TM
Are you new to mind-body exercise? PiYo TM offers the cardiovascular, strength and flexibility benefits of traditional Pilates and Yoga formats, with a new twist! Sculpt lean, flexible muscles with classic poses as you relax and clear your mind. Your Certified Instructor will guide you through exercise transitions and progressions, adding soft music to create a soothing ambiance for this toning workout.

WFA-6260 tuition: $22 / fees: $54

127800  F  8AM – 9AM
Sept 4 – Dec 18
PE120C–LAPL

129323  W  5PM – 6PM
Sept. 2 – Dec 16
PE120C–LAPL

127841  M  6:45PM – 7:45PM
Sept 14 – Dec 21
D114–LEON

WRITERS’ WORLD

Beginner’s Guide to Getting Published
Your success in the writing game will be determined by the amount of credibility publishers attach to you and your work. This course, taught by a published author, will help you gain that credibility. You'll discover powerful shortcuts most other writers still haven’t learned after many years of trying to get published. If you really want to be a writer, this step-by-step course will give you all the tools you need to get published again and again. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

AAA-5000 tuition: $62 / fees: $77

128504  Sept 16 – Oct 23
Online: Ed2go

Fundamentals of Technical Writing
Learn the skills you need to succeed in the well-paying field of technical writing. You will discover the secrets of successful technical writers, including technical writing conventions, interviewing skills, documentation management, publishing and formatting techniques, and how to get your first job as a technical writer. Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration.

AAA-5060 tuition: $62 / fees: $77

128558  Oct 14 – Nov 20
Online: Ed2go

Grammar Refresher
Revive your lost or forgotten knowledge of English grammar and gain confidence in your ability to produce grammatically correct writing. Whether you are a student or professional, a published or beginner writer, this course will help you navigate and master the linguistic twists and turns inherent in English grammar. Grammar is fun if you know the rules. A patient instructor will support you throughout the course, and plenty of interactive exercises will give you ample opportunity to put into practice everything you learn. Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration.

AAA-5090 tuition: $62 / fees: $77

128507  Sept 16 – Oct 23
Online: Ed2go
WRITERS' WORLD

Community Education

Introduction to Journaling
This insightful course will help you discover an exciting new way to express yourself and enhance your creativity. You will learn to use powerful journaling techniques to develop a deeper and more spiritual understanding of yourself and explore your thoughts, feelings, beliefs, and values. You will discover how to use journaling to ease the stress of unwanted change, improve your physical and emotional health, and achieve a greater level of professional success. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

AAA-5130  tuition: $62 / fees: $77
128561  Oct 14 – Nov 20  Online: Ed2go

The Keys to Effective Editing
Ask any published writer and you will hear that a good editor is not just helpful, but essential. If you aspire to be an editor, this course will teach you the fundamentals of top-notch editing for both fiction and nonfiction. If you are already working as an editor, you will not only brush up on your skills, but will also learn about recent advances in your chosen profession. If you are a writer, you will learn essential self-editing tools to give your manuscripts the professional look that publishers like to see. Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration.

AAA-5210  tuition: $62 / fees: $77
128564  Oct 14 – Nov 20  Online: Ed2go

Travel Writing
Explore your world for fun and profit as a travel writer. You can write about the exotic lands half a world away or what’s happening in your own backyard. You can sell your experiences in articles or in travel books. Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration.

AAA-5230  tuition: $62 / fees: $77
128565  Oct 14 – Nov 20  Online: Ed2go

Writerrific: Creativity Training for Writers
Banish writers block forever with these tricks from the published writers’ toolbox. Writerrific liberates the inventive bolts of genius that are inside everyone. If you have ever dreamed of hearing your writer’s voice, this class will make it happen. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

AAA-5260  tuition: $62 / fees: $77
128508  Sept 16 – Oct 23  Online: Ed2go

Research Methods for Writers
Attention all writers! Learn how to efficiently and effectively conduct research for any writing project: fiction, non-fiction, business, even term papers and dissertations. Research has progressed far beyond a visit to the library. Today, a myriad of resources provide almost anything a writer might need to know on any subject. Learn how to identify and access every information source imaginable. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

AAA-5280  tuition: $62 / fees: $77
128509  Sept 16 – Oct 23  Online: Ed2go
128624  Nov 11 – Dec 18  Online: Ed2go

Writing Essentials
Master the essentials of writing, and become the stellar wordsmith you always wanted to be! Develop the skills you need to excel at business communications, express yourself clearly online, and take your creative literary talents to a new level. Whether you’re hoping to get a better job, write for a blog, or publish a short story, gain the writing tools you need for success. Gain confidence right away as you practice free writing and discover how to create solid drafts. Improve your writing skills by learning to select strong and persuasive words, spell correctly, and choose the right punctuation. Find out how to put it all together by crafting well-written sentences, building effective paragraphs, and organizing your material logically. And finally, explore ways to make the most of e-mails and other forms of electronic communication. Express yourself clearly and persuasively in writing both in your personal life and in the business world. Please visit www.csmd.edu/Training/Online for registration information for this online class.

AAA-5830  tuition: $62 / fees: $77
128510  Sept 16 – Oct 23  Online: Ed2go
Writing for Children
Join a published children’s author and discover how you can touch the hearts of children by creating books for them. In this highly interactive, hands-on course, you’ll take pen to paper and begin work on your first fiction or nonfiction manuscript. In the process, you’ll explore the changing world of children’s literature and understand the various formats—from baby’s first books to novels for young adults. Please visit www.csmd.edu/Training/Online/ for class requirements and registration information prior to registration.

AAA-6160 tuition: $62 / fees: $77
128569 Sept 2 – Nov 20 Online: Ed2go

Writerific 2: Advanced Creativity Training for Writers
Increase writing confidence, beat writers block, manage time, negotiate writing fees, write, and live your dreams. Learn advanced methods to create and write like the professionals—whether you’re launching a career or seeking personal satisfaction through writing. In Writerific 2, you’ll learn to be the writer you’ve always wanted to be and have fun, too.
Prerequisite: AAA-5260 is recommended.

AAA-6280 tuition: $62 / fees: $77
128570 Oct 14 – Nov 20 Online: Ed2go

Write Your Life Story
Have you thought about writing your story, sharing life-altering events? Does your family really know about their heritage? If you’ve ever thought about writing your life story, now is the time. Have the satisfaction of telling history your way. You may even find a lucrative market for your story, just like the authors of the bestselling Rocket Boys and Angela’s Ashes. Walk step-by-step through the process of writing your life story. It’s fun. It’s exciting. It’s a story only you can tell. Please visit www.csmd.edu/Training/Online/ for registration information for this online class.

AAA-7150 tuition: $62 / fees: $77
128577 Oct 14 – Nov 20 Online: Ed2go
Coming in the fall, the College of Southern Maryland (CSM) will be launching a fully re-imagined and re-designed website. This process began with input from our students about how to provide you with information in a more streamlined, responsive manner.

NEW FEATURES:

- Navigation based on your intent or goal
- Responsive design based on how you are viewing the information (smartphone, computer, or tablet)
- Ability to search in a variety of ways

The new website will NOT affect how you register, but may affect where to find it. For more information, check our website in August for a tour of the new site.
Education 2 Go (Online) Classes

Ed2Go Online Courses

ONLINE LEARNING ANYTIME, ANYWHERE ... JUST A CLICK AWAY!

Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners.

Most courses run for six weeks (with a ten-day grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any of these courses entirely from your home or office and at any time of the day or night.

START DATES
New course sessions begin each month.

REQUIREMENTS
All courses require Internet access, e-mail, and the Microsoft Internet Explorer or Firefox web browsers. Some courses may have additional requirements. Please visit our Online Instruction Center for more information.

HOW TO GET STARTED
1. Visit our Online Instruction Center at: www.ed2go.com/csm
2. Click the Courses link, choose the course title you are interested in and select the Enroll Now button. Follow the instructions to set up your access to the course. Here you will enter your e-mail and choose a password that will grant you access to the Classroom.
3. Visit www.csmd.edu/go/register or use the link sent to you via email to register and pay for your class.
4. When your course starts, return to our Online Instruction Center and click the Classroom link. To begin your studies, simply log in with your e-mail and the password you selected during enrollment.

Learn Microsoft Office 2010 in Six Weeks from the Comfort of Home

- Intro to Microsoft Word 2010
- Intro to Microsoft Excel 2010
- Intro to Microsoft PowerPoint 2010
- Intro to Microsoft Access 2010
- Intro to Microsoft Outlook 2010

Visit our Online Instruction Center to find more courses.

www.csmd.edu/training/online
CAMPUSES

La Plata Campus
8730 Mitchell Road
P.O. Box 910
La Plata, MD 20646-0910
301-934-2251, 301-870-3008
FAX: 301-934-7694

Leonardtown Campus
22950 Hollywood Road
Leonardtown, MD 20650-4700
240-725-5300
FAX: 240-725-5400

Prince Frederick Campus
115 J. W. Williams Road
Prince Frederick, MD 20678
443-550-6000
FAX: 443-550-6100

Waldorf Center for Higher Education
3261 Old Washington Road, Suite 1020
Waldorf, MD 20602-3223
301-632-2900
FAX: 301-632-2940

OTHER TRAINING SITES

Center for Trades and Energy Training
17 Irongate Drive
Waldorf, MD 20602
(Note: mail should be sent to the La Plata Campus)
301-539-4730
FAX: 301-374-2158

Center for Transportation Training
5825 Radio Station Road
La Plata, MD 20646
(Note: mail should be sent to the La Plata Campus)
301-392-5493
FAX: 301-392-0462

EMERGENCY/WEATHER CLOSING HOTLINE
301-369-1999 or 1-800-650-4023

BOARD OF TRUSTEES

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Theodore Harwood II, Vice Chair
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Lois E. DiNatale
Samuel C. Jones
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Julie A. Sickle
Dr. Janice T. Walthour

The college’s TDD (telecommunications device for the deaf) is located in the Student Success Center in the Learning Resource Center on the La Plata Campus, and can be reached by calling 301-934-1188. The number of the Maryland relay service is 800-735-2258.

ONLINE INFORMATION

www.csmd.edu
e-mail address: conedops@csmd.edu
CSM BUILDINGS AND LOCATIONS

A  LEON Building A
B  LEON Building B
BI LAPL Center for Business and Industry
BU LAPL Business Classroom Building
C  LEON Building C
CE LAPL Community Education Building
CNET CSM Center for Nuclear Energy Training, Prince Frederick
CS LAPL College Services Building
CTET CSM Center for Trades and Energy Training, Waldorf
CTRA CSM Center for Transportation Training, La Plata
D  LEON Building D (Wellness and Aquatics Ctr.)
FA LAPL Fine Arts Center
HT LAPL James C. Mitchell Center for Health Technology
LAPL La Plata Campus
LEON Leonardtown Campus
LR LAPL Learning Resource Center
PE LAPL Physical Education Center
PRIN Prince Frederick Campus
ST LAPL Francis P. Chiaromonte, M.D. Center for Science and Technology
TC LAPL Maryland Center for Environmental Training
WALD Waldorf Center for Higher Education, Waldorf

Please see www.csmd.edu/Training/Locations/index.html for the exact addresses and for more information.

AREA LOCATIONS

ARC American Red Cross Training Center, La Plata
BUFF Bone-A-Fied Friends Forever Pet Service, Brandywine
CAHS Calvert High School, Prince Frederick
CANC Calvert County Nursing Center
CCAT Calvert Career and Technology Academy
CCNC Charles County Nursing and Rehabilitation Center
CHVH Charlotte Hall Veterans’ Home, Charlotte Hall
DBFA DBF Media Studio
EWFN EatWell Natural Farms
FHGC Fun Haven Golf Course
GGGS Gracie’s Guys and Gals Dance Studio
GWSP Greenwell State Park, Hollywood
HUHS Huntingtown High School, Huntingtown
KAMP Kamp-A-Kom-Plish, Nanjemoy
LKHS Lackey High School, Indian Head
LPHS La Plata High School, La Plata
MCAC Mattawoman Creek Arts Center
MDHS McDonough High School, Pomfret
NITE Night Sky Studios, Waldorf
NOHS Northern High School, Owings
NOMS Northern Middle School, Owings
NPHS North Point High School, Waldorf
NRR No Room Required
ONLINE Online Section
PXHS Patuxent High School, Lusby
SCHS St. Charles High School, Waldorf
SMDN St. Mary’s Dental
SMNC St. Mary’s Nursing Center
SMO Southern Maryland Oil, La Plata
SNC Solomons Nursing Center, Solomons
TBA To Be Announced
TOC Three Oaks Center, Lexington Park
TSHS Thomas Stone High School, Waldorf
WLHS Westlake High School, Waldorf
WPGC White Plains Golf Course, White Plains
Costs
Costs are listed with each course description. Full payment of tuition and fees or third-party payment documentation must accompany the completed registration form(s). Students are individually responsible for payment of tuition, fees, and all other charges. Please note that financially delinquent accounts may be referred to an outside collection agency. If this occurs, the individual or company will be responsible for all attorney and collection agency fees imposed.

Additional Tuition and Fees
• Legal residents of Maryland residing outside of the tri-county area $5 more per course
• Out-of-state residents $10 more per course
• Continuing Education Certificate no cost
• Replacement of Continuing Education Certificate no cost
• Check returned NSF (not refundable) $25

The college reserves the right to adjust tuition and fees.

Free Tuition for Senior Citizens
If you are a Maryland resident, 60 years of age or older, you need not pay the course tuition for most courses, if the course has sufficient enrollment to be conducted. However, you are still responsible for all other related costs.

Employees of Maryland Business and Industry Tuition Rate
CSM offers a cost-saving agreement that allows employers located and doing business in Calvert, Charles, and St. Mary's counties to be charged lower, in-county tuition rates for their employees who do not live in Calvert, Charles, and St. Mary's counties. Employers not located in Calvert, Charles, or St. Mary's counties, but within the state of Maryland, may be charged a lower, in-state tuition rate for their employees who live outside the state of Maryland. To be eligible, employers must pay the tuition for their employees taking CSM credit or continuing education courses. Employers must sign the Business In-County Tuition Rate Agreement and submit it with the employee registration form. For details, call 301-934-7712 or 240-725-5300, ext. 7712.

Adding Into Closed Classes
Occasionally, seats will become available in a class that has been closed. You can monitor seat openings through the college's web site. If a seat becomes available, you can add the class through Online Services or in person at one of our campus locations. Payment is required at the time of registration.

Course Cancellation
The college reserves the right to cancel any course due to low enrollment or unforeseen circumstances. However, every attempt will be made to prevent undue hardships on students. Students enrolled in courses cancelled by the college will receive full refund of tuition and fees. Please call the Bursar's office at 301-934-7712 or 240-725-5300, ext. 7712 or e-mail bursarsoffice@csmd.edu for refund inquiries or requests.

Course Changes
Changes to course information and room assignments occur on a regular basis. For the most current information, check out the college's web site at www.csmd.edu.

Schedule Changes/Withdrawals
You may change a class using Online Services, or in person at any of our campus locations. Withdrawals can be made at anytime during the course using Online Services or at any college location.
**Refunds**

**REFUND POLICY:**
Students officially withdrawing from a credit or continuing education course during the published refund period are eligible for a refund. Students withdrawing after the normal refund period will not receive a refund.

In extreme circumstances, when the student is forced to withdraw after the normal refund period, the college will consider granting a partial refund of tuition and fees. To be eligible for consideration, the student must meet the criteria described in the Involuntary Withdrawal Policy and must submit a written request and any and all documentation to the Division of Student and Instructional Support Services at http://csmd.edu/StudentServices/StudentAppeals.html.

**PROCEDURE:**
A student officially withdrawing by the last college business day prior to the start of a class is eligible for a 100 percent refund of tuition and applicable fees (see the schedule to determine those fees which are refundable). In addition,

• **for courses which last 14 weeks or longer:**
  - 100% refund prior to the first day of class
  - 100% refund during the first week (the 7 calendar day period following the first day of class)
  - 50% refund during the second week (the next 7 calendar day period)
  - 0% refund after the second week

• **for courses which last 6 to 13 weeks:**
  - 100% refund prior to the first day of class
  - 100% refund during the first two days following the start of class (does not include the first day of class)
  - 75% refund during the remainder of the first week (the next 5 calendar day period)
  - 50% refund during the second week (the next 7 calendar day period)
  - 0% refund after the second week

• **for courses which last 15 days to 5 weeks:**
  - 100% refund prior to the first day of class
  - 100% refund during the first two days following the start of class (does not include the first day of class)
  - 0% refund after the first two days

• **for courses which last 14 days or fewer:**
  - 100% refund prior to the first day of class
  - 0% refund on the first day of class or later

**CEU/Attendance Policy**

The Continuing Education Unit (CEU) is a nationally recognized method for recording participation in a continuing education (credit-free) program that does not carry credit toward a degree but does meet established criteria for increasing knowledge and competencies. One CEU is awarded for each 10 contact hours to those students who complete a minimum of 80 percent of an organized credit-free course.

**CEU AWARD CRITERIA**
Students wishing to earn CEUs must:
• Demonstrate completion of all course objectives, skills, or assignments listed on the course outline.
• Satisfy course attendance requirements.

**ATTENDANCE REQUIREMENTS**
Attend a minimum of 80% of the course sessions (more stringent criteria may be applied to the definition of “successful completion” of any or all of the courses at the discretion of CSM or its clients). Attendance will be taken for every class as part of the college’s recordkeeping system and to meet the criteria for awarding CEUs.

**CEU RECORD**
Continuing education students can acquire a continuing education record that will list the continuing education units completed, beginning with the 2004 spring semester. Students may obtain a continuing education record one of several ways:

1. Records can be obtained by using Online Services.
2. Students may visit the campus and request their record. Students may wait and pick up their record at the Information Center in the Administration Building (AD) during normal business hours (M-Th, 8:30 a.m. to 7 p.m., and F, 9 a.m. to 4:30 p.m.).
3. Students may also request their record by mail or fax. Please send a request to the Registrar’s Office and include the following (or fill out the transcript request form):
   • Name (and any former names used)
   • Current mailing address
   • A contact phone number in case of questions
   • Student ID (if known) or last 4 digits of social security number
   • Birthdate (MMDDYYYY)
   • Last semester attended
   • Number of transcripts requested
   • The address(es) to send the record(s)
   • Your signature
Fax the request to 301-934-7698.

Or mail the request to:
REGISTRAR’S OFFICE (REG)
ATTN: CONTINUING EDUCATION
TRANSCRIPT
COLLEGE OF SOUTHERN MARYLAND
PO BOX 910
LA PLATA, MD 20646-0910

AWARDS INCLUDE:

CMP  Completed the course, met required competencies and earned CEUs
ATT  Attended the course, no CEUs awarded
WD   Withdrawal
CIP   Course in Progress
INA   Incomplete for Non-Attendance
I     Incomplete

An appeal process has been established for students who wish to appeal their continuing education unit awards.

Admissions Policy
Continuing Education courses are open to persons age 16 or older unless stated in the course description. Students may enroll in continuing education courses without being admitted to the college unless your financial assistance requires it. In all cases, the college reserves the right to make final decisions on admission or eligibility for enrollment in continuing education courses.

Student Code of Conduct
A community of higher learning can make its maximum contribution only if high standards of integrity, courtesy, and accomplishment are maintained by every member of the college. Responsibility for achieving this goal falls upon students, faculty, and administration alike.

The college reserves the right to discipline any student for any behavior, on college premises or in connection with college-sponsored activities, which is judged as detrimental to the aim and objectives of the college. The individual student is responsible for understanding specific regulations set forth in the Student Code of Conduct appearing in the Student Handbook.

Academic Probation
Continuing Education students can be placed on probation for non-attendance. This will only apply in situations where students are receiving financial aid.

Credit for Prior Learning
The College of Southern Maryland has partnered with the Calvert County, Charles County and St. Mary’s County school systems to recognize the achievements of students who have taken specialized technical training in some high schools. If you have completed course work in one of the high schools, you can progress to the next level course for similar non-credit CSM Career Starters programs.

The college recognizes that students may bring with them a variety of learning gained through work and life experience, participation in non-collegiate courses and training activities and self-directed study. Students may possibly receive credit for learning from service schools and other non-collegiate sponsored instruction if applicable. For more information, visit http://www.csmd.edu/Training/ArticulationAgreements.html.

Attention Veterans - 15% Discount on Individual Fitness and Pool Memberships

CSM now offers a 15% discount of tuition for individual fitness and pool memberships for Veterans. Eligible classes are WFA-5900 and PFE-5500. Veterans who wish to receive a 15% discount of tuition should complete a Continuing Education registration form for an eligible class and present the registration and proof of VA status in person at any campus location. A military identification card, DD214 or a Healthcare card issued by the Federal Health System are accepted as proof of VA Status. Students only need to show proof of VA status once. All future membership registrations will automatically apply the discount.

Note: Veterans can obtain a Healthcare card issued by the Federal Health System at the Charlotte Hall Veterans Home – Outpatient Clinic. 29449 Charlotte Hall Road, Charlotte Hall, MD 20622, 301-884-8171.
Services for Students with Disabilities
The College of Southern Maryland is committed to making individuals with disabilities full participants in its programs, services, and activities, in compliance with Title II of the Americans with Disabilities Act of 1990, Section 504 of the Vocational Rehabilitation Act of 1973, and all other pertinent laws.

Individuals are responsible for making timely requests for accommodations to meet their particular needs. Requests for accommodations/services must be made at least four weeks before the date that the services/accommodations will be needed. Requests made less than four weeks in advance will be addressed in the order in which they were received. Individuals can access services by filling out the Support Services/Accommodations form and/or contacting the office at one of our college campuses.

Financial Assistance
Financial assistance is available through the CSM Foundation for all eligible students enrolled in selected career development training courses which are indicated with the money bag graphic. A limited amount of financial assistance is available on a first-come, first-served basis to those who meet certain criteria. Scholarships provide up to 50% of the cost of the course (books are not included). Scholarships are based on funding availability.

How to Apply
1. Complete and submit a tuition assistance application. Go to: www.csmd.edu/training/financial to locate the application and instructions.
2. You will be notified about your scholarship award status via e-mail. If no e-mail address is provided, a letter will be mailed to your home address.
3. Scholarship recipients must register and make the remaining payment for the course. Any scholarship not used by the expiration date will be returned to the scholarship fund.

Note: Students who do not receive scholarships should go to www.csmd.edu/training/Financial to find information on other types of financial assistance or the CSM Tuition Payment Plan (FACTS).

CSM Tuition Payment Plan (FACTS)
CSM offers a convenient payment plan for total charges greater than $500, except for Kids’ and Teen College, which remains at $300. The payment plan allows you to spread payments over a longer period of time. There is a small one-time set-up fee. Contact the CSM Bursar’s Office at 301-934-7712 or e-mail paymentplan@csmd.edu for more information.

VA Veterans Benefits
If you are eligible to receive Veterans benefits through yourself, your parents, or spouse, the following Continuing Education programs have been approved for VA benefits:

- Certified Structural Welder
- Commercial Truck Driver: Class A
- Electrical Helper
- Plumber Helper
- HVAC Helper
- IT Support Technician
- Network Administrator

For more information about VA benefits: www.csmd.edu/current/veterans.
Payment Plan

CSM Tuition Payment Plan

To help you meet your educational expenses, the College of Southern Maryland is proud to offer FACTS as a convenient payment budget plan. This is not a loan program. You have no debt, there are no interest or finance charges assessed, and there is no credit check. The cost to budget your interest-free monthly payment plan is a $50 per semester nonrefundable enrollment fee. You may budget your tuition and fees in the following ways:

1. Enroll in classes with total charges of $500** or greater; $300** or greater for Kids’ and Teen College. **Please note, however, that the minimum amount is subject to change.

2. Enroll in the CSM Payment Plan and select one of the following ways to make payment.

A. Automatic Bank Payment (ACH)—ACH payments are those payments you have authorized FACTS to process directly with your financial institution. It is simply a bank-to-bank transfer of funds that you have preapproved for your expenses at the College of Southern Maryland. Payments may be made from either your checking or savings account. Payments are processed on the 20th of each month and will continue until the balance is paid in full.

B. Credit Card Option (MasterCard/VISA)—Paying with your credit card gives you the option of taking advantage of any bonus programs that may be offered by your credit card company. Your monthly payment will be automatically charged to the credit card you designate. Payments will be charged on the 20th of each month until the balance is paid in full.

Important: Your account balance will not be automatically adjusted if financial aid is received or a class is dropped or added. You should review your agreement balance and e-mail paymentplan@csmd.edu to authorize the change in writing.

FACTS Program Enrollment Deadlines

<table>
<thead>
<tr>
<th>Deadline for Paper Agreement</th>
<th>Required Down Payment</th>
<th>Number of Payments</th>
<th>Months of Payments</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 24</td>
<td>20%</td>
<td>4</td>
<td>Aug.-Nov.</td>
</tr>
<tr>
<td>Aug. 21</td>
<td>25%</td>
<td>3</td>
<td>Sept.-Nov.</td>
</tr>
<tr>
<td>Sept. 23</td>
<td>40%</td>
<td>2</td>
<td>Oct.-Nov.</td>
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</tbody>
</table>

Budget Worksheet

<table>
<thead>
<tr>
<th>Total Amount of Tuition/Fees</th>
<th>$ ____________</th>
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</thead>
<tbody>
<tr>
<td>Less - (Scholarships/Grants/Financial Aid/ Tuition Assistance) enter approved amount</td>
<td>$ ____________</td>
</tr>
<tr>
<td>TOTAL DUE</td>
<td>$ ____________</td>
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<tr>
<td>Less - Down Payment Required (20%, 25%, or 40%; see enrollment deadlines)</td>
<td>$ ____________</td>
</tr>
<tr>
<td>Total Amount to Budget through FACTS - (amount due College of Southern Maryland)</td>
<td>$ ____________</td>
</tr>
<tr>
<td>Number of Monthly Payments - (see enrollment deadlines)</td>
<td>$ ____________</td>
</tr>
<tr>
<td>Monthly Payment Amount - (amount to budget through FACTS divided by number of payments)</td>
<td>$ ____________</td>
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</table>
# Change in Class Schedule Form

**TOTAL**

<table>
<thead>
<tr>
<th>DATE</th>
<th>SEMESTER, YEAR</th>
<th>FIRST NAME</th>
<th>MIDDLE INITIAL</th>
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**STUDENT’S BIRTH DATE**

(Please print) LAST NAME

## ADD

<table>
<thead>
<tr>
<th>DEPT.</th>
<th>COURSE #</th>
<th>SECTION</th>
<th>BEGIN DATE</th>
<th>COURSE TUTION</th>
<th>RESIDENCY FEE*</th>
<th>COURSE FEE</th>
<th>TOTAL</th>
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*Residency Fee:* Charles, Calvert, and St. Mary’s counties— as listed, other Maryland residents add $5.00; out-of-state residents add $10.00 under residency fee.

## DROP

<table>
<thead>
<tr>
<th>DEPT.</th>
<th>COURSE #</th>
<th>SECTION</th>
<th>BEGIN DATE</th>
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</tbody>
</table>

## For Student Use

**REASON FOR THE DROP:**

---

## Note of Explanation

**ADD:** Students must complete this form for any course registration that follows their initial semester enrollment. Students may add a course(s) one week prior to the first class meeting within the semester period.

**DROP:** Students wishing to drop a course and receive a refund must notify the Registrar’s Office on this form. Please see complete details on the refund policy.

*Providing a social security number in connection with a continuing education course is voluntary, unless enrollment is pursuant to the Workforce Investment Act or as otherwise required by law.

**STUDENT SIGNATURE**

DATE

**APPROVED BY**

DATE

---

**Make checks payable to:**

CSM and mail with form to:

COLLEGE OF SOUTHERN MARYLAND
CONTINUING EDUCATION (REG)
PO BOX 910
LA PLATA MD 20646-0910
Three Easy Ways to Register

Register Online
- Visit Online Services at www.csmd.edu/Go/Register
- Online registration is available from 7 a.m. to 1 a.m. daily.

Register on campus
- Complete a registration form found in the center of this schedule or download the applicable PDF found at www.csmd.edu/Go/Register.
- Bring the registration form to the campus location near you:
  - La Plata Campus - Administration Building (AD), Lobby
    Monday - Thursday, 8:30 a.m. - 7 p.m.; Friday, 9 a.m. - 4:30 p.m.
  - Leonardtown Campus - Building C, Room 105
    Monday - Thursday, 9 a.m. - 7 p.m.; Friday, 9 a.m. - 4:30 p.m.
  - Prince Frederick Campus - Flagship Building, Room 101
    Monday-Thursday, 9 a.m. - 7 p.m.; Friday, 9 a.m. - 4:30 p.m.
  - Waldorf Center for Higher Education - Suite 1020
    Monday-Thursday, 9 a.m. - 7 p.m.; Friday, 9 a.m. - 4:30 p.m.

Register by mail
- Complete a registration form found in the center of this schedule or download the applicable PDF found at www.csmd.edu/Go/Register.
- Mail form to: College of Southern Maryland
  Continuing Education (REG)
  PO Box 910
  La Plata MD 20646-0910
- Forms must be received at least one week prior to the start date of the course.
- Full payment must be included or provide tuition assistance paperwork.
- Please Note: If you are registering for a Wellness, Fitness, and Aquatics class, you must also include a Statement of Informed Consent and Par-Q Form with

Important College Closure Information

The college will be closed as follows:
September 5-7 for the Labor Day weekend, November 25-29 for Thanksgiving Break,
and the college will be closing at 3 p.m. on December 22 for Winter Break.
The college will reopen on January 4, 2016.
Additional Important Information

Student ID Information

Getting Your Student ID Card
Continuing education students are eligible to get a student ID if they are currently registered for a CSM class. Student ID cards can be obtained at any campus library by presenting a photo ID, such as a driver’s license. Students without a photo ID can present other forms of acceptable identification. For more information call 301-934-7626.

Finding Your Student ID Number
Your CSM Student ID can be found in the following locations:
- Student ID Card
- Registration Statement - located in the upper left corner
- CSM Bill

If you are unable to locate your Student ID number, please present a photo ID at any campus location to obtain your Student ID number. Please note that we are unable to provide Student ID numbers over the phone or via e-mail.

Instructors Needed!

Do You Want to Give Back to the Community? Have You Ever Considered Teaching?

CSM is looking for the best and brightest in their fields to share their knowledge with others. CSM is actively seeking applications for instructors in the areas of:

- Business
- Computer and Information Technology
- Construction Trades
- Drivers Education
- Healthcare
- Transportation
- Personal Enrichment
- Wellness, Fitness, and Aquatics

Apply today at: www.csmd.edu/Employment.

Buying Books
You may use cash, check, or credit card (MasterCard, Visa, American Express and Discover), and you will find a wide range of college accessories available. Call 301-934-7570.

Note: Sometimes books for continuing education classes are not available in the College Store until three days prior to the start of class. It is recommended that you contact the College Store to be sure that your book is available before attempting to purchase your book in person.

Hours:

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>MONDAY-THURSDAY</th>
<th>FRIDAY</th>
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</thead>
<tbody>
<tr>
<td>LA PLATA</td>
<td>9:30 a.m. - 7:30 p.m.</td>
<td>9:30 a.m. - 4:30 p.m.</td>
</tr>
<tr>
<td>PRINCE FREDERICK</td>
<td>11 a.m. - 7 p.m.</td>
<td>11 a.m. - 2 p.m.</td>
</tr>
<tr>
<td>LEONARDTOWN</td>
<td>11 a.m. - 7 p.m.</td>
<td>11 a.m. - 2 p.m.</td>
</tr>
</tbody>
</table>
Mail this form with a check or money order made payable to CSM to: COLLEGE OF SOUTHERN MARYLAND, CONT ED (REG), PO BOX 910, LA PLATA, MD 20646-0910. CHECK OR MONEY ORDER MUST ACCOMPANY THIS REGISTRATION. You may also register in person or through the college’s online services.

STUDENT’S SOCIAL SECURITY NUMBER* or STUDENT ID # YEAR
(*Providing a social security number in connection with a continuing education course is voluntary, unless enrollment is pursuant to the Workforce Investment Act or as otherwise required by law.)

LAST NAME FIRST NAME MIDDLE INITIAL DATE OF BIRTH (month/day/year)(required)

FORMER NAME

HOME ADDRESS

CITY COUNTY STATE ZIP CODE

DAY TELEPHONE (area code) number) EXT. EVENING TELEPHONE (area code) number) EXT.

EMERGENCY CONTACT PERSON EMERGENCY TELEPHONE (area code) number)

E-MAIL ADDRESS

HAVE YOU EVER BEEN FOUND GUILTY OF A FELONY? YES, I HAVE BEEN CONVICTED OF A FELONY NO, I HAVE NOT BEEN CONVICTED OF A FELONY

HAS THE ABOVE INFORMATION CHANGED SINCE THE LAST TIME YOU REGISTERED FOR CLASSES? YES NO

The College of Southern Maryland collects information on our students’ birth date, gender, ethnicity and citizenship which is used for reporting purposes only in compliance with the Maryland Higher Education Commission and U.S. Department of Education. Completion of class will be withheld until information is provided.

The information I have provided above is accurate. I understand that I am financially responsible for all charges that I incur at CSM and that the Student Code of Conduct (available from the Student Life Department) applies to all CSM students. I will follow all of the college’s policies and procedures. When registering for WFS or youth courses, I understand that I (or my parent or guardian if I am less than 18 years old) will be required to sign a Statement of Informed Consent, Assumption of Risk and Release Form, and/or a health status questionnaire prior to my (or my child’s) participation in the activity. Based upon the results of the health status questionnaire, a medical release may be required prior to participation. I also understand that, in the event of an emergency, the college will contact emergency services to arrange transport for me (or my child) to a nearby health-care facility.

The College of Southern Maryland makes several federally required reports and statistics available for prospective students. The Campus Public Safety Report contains college policies regarding a variety of safety and security issues and includes crime statistics for the college. This report is available at www.csm.edu/about/security.html. The college also maintains a report addressing participation rates by students in intercollegiate athletics, coaching staffs, and certain expenses associated with intercollegiate athletic teams. Both reports may also be obtained by contacting the Registrar’s Office, located in the AD Building on the La Plata Campus and at 301-934-7588.

The College of Southern Maryland does not discriminate on the basis of race, color, national origin, gender, disability, age, sexual orientation, religion, or marital status in its programs or activities. The academic support/ADA coordinator, Disability Support Services—La Plata Campus, Learning Resource Center (LR Building), Room 123, 301-934-7614—has been designated to handle inquiries regarding discrimination on the basis of disabilities. The associate vice president, Institutional Equity and Diversity—La Plata Campus, Campus Center (CC Building), Room 205A, 301-934-7608—has been designated to handle inquiries regarding discrimination.

Statement for prospective students: The College of Southern Maryland makes several federally required reports and statistics available for prospective students. The Campus Public Safety Report contains college policies regarding a variety of safety and security issues and includes crime statistics for the college. This report is available at www.csm.edu/about/security.html. The college also maintains a report addressing participation rates by students in intercollegiate athletics, coaching staffs, and certain expenses associated with intercollegiate athletic teams. Both reports may also be obtained by contacting the Registrar’s Office, located in the AD Building on the La Plata Campus and at 301-934-7588.

NONDISCRIMINATION POLICY

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INDIVIDUALS WITH DISABILITIES INDIVIDUALS WITH DISABILITIES: Maryland residents living outside of Charles, Calvert, and St. Mary’s counties—add $5.00 under residency fee, out-of-state residents—add $10.00 under residency fee.

PAYMENT MUST ACCOMPANY THIS REGISTRATION!
The College of Southern Maryland employs part-time instructors with world-class experience to bring students the best education possible.

We are always looking for talented instructors to teach in a variety of areas including:

- Business
- Construction Trades
- Healthcare
- Information Technology
- Hospitality
- Teacher Education
- And more...

Visit [www.csmd.edu/Employment](http://www.csmd.edu/Employment) for more information.
Look Inside for Personal Enrichment Courses

WELLNESS, FITNESS, AND AQUATICS

Annual Memberships • GroupEx Passports
Personal Training • Private Swim Lessons

COMMUNITY EDUCATION

Arts and Crafts • Computers • Cooking • Driver Education
Kids’ and Teen College • Personal Finance • Recreational Activities

For more information, call 301-539-4760
or visit www.csmd.edu/CommunityEducation.