CORPORATE AND COMMUNITY EDUCATION & TRAINING

Professional and Personal Development Programs and Credit Course Listings

SPRING 2022

1-800-818-3434 • www.middlesex.mass.edu
Contents

SHRM/Human Resources ............................................... 1
Technical Writing ........................................................ 2
Digital Photography ..................................................... 2
Digital Media/Social Media ............................................. 3
Small Business Marketing ............................................. 3-4
Communications .......................................................... 4
Customer Service .......................................................... 4
Leadership and Management ......................................... 4
Nonprofit Certificate and Grant Writing .......................... 5
Accounting Fundamentals and Quickbooks ..................... 5
Interior Design ............................................................. 6
Noncredit to Credit Pathways ......................................... 6
ESL and ASL ................................................................. 7
MTEL and TEAS Exam Prep .......................................... 7, 8, 9
Health Careers ............................................................ 10, 11
IT and Computer Applications ........................................ 12, 13
Culinary, Personal Enrichment, Floral Design .................. 13, 14
Youth Programs and College Readiness .......................... 15
Center for Manufacturing ............................................. 16
Ed2go, MindEdge, CPR .................................................. 17
Noncredit Policies and Procedures .................................. 18
Getting Started ............................................................. 19
Credit Programs .......................................................... 20-24
Dual Enrollment and Visiting Students ............................ 25
Cost Comparison .......................................................... 26
English Learner and World Language Institute ................ 27
Prepare for College Hi-Set Resources ............................. 27
Corporate Education and Workforce Training .................. 28
Alumni Association and the Middlesex Fund .................... 28

Effective January 2022

MCC COVID-19 Vaccine Policy

Please note that Middlesex requires all students to be vaccinated in order to come to campus, as of January 2022. Students who are unvaccinated can still choose to take online classes and access online resources and student support services.

To learn more

https://www.middlesex.mass.edu/returntocampus2021

Academic Calendar

January

3 .......... Winter Session 2022 Classes Begin
17.......... Martin Luther King Day (No Day or Evening Classes)
21........... Winter Session 2022 Classes End
24.......... Spring 2022 Classes Begin

February

21........... Presidents Day (No Day or Evening Classes)

March

5.......... Last Day to Withdraw From Minimester 1 Classes
4.......... Professional Day (No Day or Evening Classes)
16.......... Minimester 1 Classes End
21-26 .... Spring Break
28.......... Minimester 2 Classes Begin

April

18......... Patriots Day (No Day or Evening Classes)
25........... Last Day To Withdraw From Spring 2022 Classes

May

9.......... Last Day To Withdraw From Minimester 2 Classes
16-23 .... Final Exams
26........... Commencement

Some end dates are subject to change
SHRM® Essentials of Human Resources

In cooperation with SHRM®, this noncredit, professional development course offers a solid, comprehensive overview of human resource roles and responsibilities. We will provide participants with critical knowledge to help reduce potentially costly lawsuits and improve the ability to handle challenging HR issues related to performance management, recruiting and retention, labor and employment law. No pre req. The Society of HR Management develops materials. Note: This is an intro to HR course, not a HR Certification exam prep course. Materials/texts are not eligible for tuition waivers. No pre req. $620.

Who Should Attend?
- HR staff who need a review/overview of HR functions
- Managers and supervisors, who supervise, hire, train, or evaluate staff
- Entry-level HR professionals or those just starting out in HR
- Business owners and office managers
- SHRM-CP/SCP certified Professionals seeking 14.75 PDCs through SHRM.

HR Topics Covered: The HR Function; Talent Acquisition; Compensation and Benefits; Learning and Development; Performance Management; Employment Law.

Choose from online or on campus section:

3/10 - 4/7
Online with Class Meeting Times
Course Number: CAR 775 75
CRN: 19972
Professor: PATALANO

5/13 and 5/20
Bedford campus
Course Number: CAR 775 30
CRN: 20140
Professor: PATALANO

"That was the best class I've ever taken online. Our instructor got everybody involved. The dynamic of being with your classmates was really fun. People weren't sitting around not raising their hand or not being engaged -- you wanted to be part of the conversation. In our breakout groups, everybody felt good about what they were learning and what they were doing."

MCC student Lisa Marie Noke-Kearney.

SHRM HR CP/SCP Certification Exam Prep

HR professionals are facing new and larger challenges due in part to a changing workforce, shifting legislation, regulations, and so much more. Ensure you are prepared for these changes, and anything else thrown your way with SHRM’s global HR credentials, SHRM-CP and SHRM-SCP. Unlike memorization-based certification credentials, SHRM certification measures an HR professional’s most critical skill: the ability to apply HR principles to real-life situations. By becoming SHRM certified, you prove your knowledge, competency, and value to colleagues and to employers looking for a competitive edge in today's global economy. Combining expert instruction along with the SHRM Learning System®, you will learn faster, retain more knowledge, and stay on track for success on exam day. SHRM exam fee is separate. For more information: www.SHRMCertification.org. Textbook/materials fee is student paid and included in tuition. $1,390.

Who should enroll:
- HR professionals qualified under SHRM requirements for the SHRM-CP and SHRM-SCP certification
- SHRM CP/SCP certified HR professionals seeking to earn PDCs for recertification
- Seasoned HR professionals wanting to update their HR knowledge

Choose from online or on campus section:

2/22 - 5/10
Online with Class Meeting Times via WEBEX
Course Number: CAR 841 75
CRN: 18744
Professor: HARRINGTON

Note: For Massachusetts employers who would like to send employees to the above HR courses: Employers may qualify for 50% or 100% reimbursement through the Mass. Workforce Express Fund. Tuition must be employer paid.

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434.
2 Technical Writing/Digital Photography

Technical Writing Certificate Program
MCC's Technical Writing Certificate program provides students with the skills and tools to clearly and accurately inform users about technical information. In this (two semester) post graduate, noncredit certificate program, students will learn how to conduct audience and task analysis, work with subject matter experts, understand product documents and the product-development cycle, write clear explanations and procedures, review and revise technical information, manage projects and make content usable. Technology Requirement: Solid MS Windows and MS Word skills and access to a MS Windows Operating System are required. Program is not MAC compatible. Tools and Technical skills will be learned in class but it is helpful to have a prior technology background. Students must have an aptitude for learning new technology. The certificate program includes 2 semesters/courses: Writing and Managing Information (fall) and Technology Tools and for the Technical Writer (winter/spring).

This is a noncredit (graded pass or fail) program.
More info: www.middlesex.mass.edu/techwrite

Note: For Massachusetts employers who would like to send employees to this course: Employers may qualify for 50% or 100% reimbursement through the Mass. Workforce Express Fund. Tuition must be employer paid

"MCC helped me in a number of ways. I was an English major in college, but I struggled in my writing classes. The Technical Writing program forced me to apply what I may have learned but never really put into practice. I learned to write clearly, concisely and always with the audience in mind."

MCC student Chris Boucher

Digital Photography Program
Digital Imaging is the medium that most photographers work with today. Take your photography hobby to the next level with the Digital Photography certificate. This program is designed to meet the needs of anyone interested in photography, portraiture, digital image-editing. To earn a certificate in Digital Photography, candidates must complete the following four courses: Digital Photography I, Digital Photography II, Adobe Photoshop for Photography, and Business of Photography. Digital Photography courses are eligible for a 50% tuition waiver for MCC employees. Students need a SLR Digital Camera.

Digital Photography I
Explore the many features and functions of your new digital camera. Using a combination of classroom instruction, one-on-one consultation, shooting assignments and critique, an expert digital photographer will guide you through the ins and outs of both the technical and artistic aspects of good digital photography. Delve into your camera’s menu and discover how to optimize its features for beautiful results. Students need an SLR Digital Camera. (18 hours) $258

1/19 - 2/23
Bedford Campus
Course Number: CAR 611 30
CRN: 19838
Professor: CORREIA
6:00pm - 9:00pm Wednesday
Building: Academic Resources, room 108

Digital Photography II
A continuation of Digital Photography I. Expand on your knowledge of digital photography. Learn and feel more comfortable using your camera’s manual setting. Learn how to expose and compose beautiful photographs. Through assignments, critique, and guidance from the instructor you will work toward developing your own personal style of photography. Students need an SLR Digital Camera. (18 hours) $258

3/9 - 5/4
Bedford Campus
Course Number: CAR 612 30
CRN: 19839
Professor: CORREIA
6:00pm - 9:00pm Wednesday
Building: Academic Resources, room 108

Business of Photography
Turn your passion for photography into profit. Learn how to present, price and market your photography. Explore portfolio’s preparation, marketing, freelance photography, working for a photographer and opening a photography studio. (18 hours) $209

2/8 - 3/15
Bedford Campus
Course Number: CAR 615 30
CRN: 12238
Professor: CORREIA
6:00pm - 9:00pm Tuesday
Building: Academic Resources, room 108

Adobe Photoshop Creative Cloud
Have you ever marveled at the way a portrait can be transformed to make the subject matter appear years younger or how people can be added to or deleted from a scene? Have you ever seen photographs that were ripped or faded, then perfectly restored and wondered, how did they do that? Elevate your images with Photoshop Creative Cloud. In this course students will learn about image formats, color correction and photo retouching, masks and layers, selection techniques, combining multiple source images and advanced image correction techniques. Example projects based on real-world scenarios are designed to reinforce and expand skills. In order to take this class, students are required to use MCC issued software. Log-in information and access instructions will be emailed to the student a few days before the class start date. Personal/Home software is not permitted (15 hours) $209

3/3 - 3/31
Online with Class Meeting Times
Course Number: PER 987 30
CRN: 19851
Professor: NOËL
6:00pm - 9:00pm Thursday

Digital Imaging is the medium that most photographers work with today. Take your photography hobby to the next level with the Digital Photography certificate. This program is designed to meet the needs of anyone interested in photography, portraiture, digital image-editing. To earn a certificate in Digital Photography, candidates must complete the following four courses: Digital Photography I, Digital Photography II, Adobe Photoshop for Photography, and Business of Photography. Digital Photography courses are eligible for a 50% tuition waiver for MCC employees. Students need a SLR Digital Camera.

Digital Photography I
Explore the many features and functions of your new digital camera. Using a combination of classroom instruction, one-on-one consultation, shooting assignments and critique, an expert digital photographer will guide you through the ins and outs of both the technical and artistic aspects of good digital photography. Delve into your camera’s menu and discover how to optimize its features for beautiful results. Students need an SLR Digital Camera. (18 hours) $258

1/19 - 2/23
Bedford Campus
Course Number: CAR 611 30
CRN: 19838
Professor: CORREIA
6:00pm - 9:00pm Wednesday
Building: Academic Resources, room 108

Digital Photography II
A continuation of Digital Photography I. Expand on your knowledge of digital photography. Learn and feel more comfortable using your camera’s manual setting. Learn how to expose and compose beautiful photographs. Through assignments, critique, and guidance from the instructor you will work toward developing your own personal style of photography. Students need an SLR Digital Camera. (18 hours) $258

3/9 - 5/4
Bedford Campus
Course Number: CAR 612 30
CRN: 19839
Professor: CORREIA
6:00pm - 9:00pm Wednesday
Building: Academic Resources, room 108

Business of Photography
Turn your passion for photography into profit. Learn how to present, price and market your photography. Explore portfolio’s preparation, marketing, freelance photography, working for a photographer and opening a photography studio. (18 hours) $209

2/8 - 3/15
Bedford Campus
Course Number: CAR 615 30
CRN: 12238
Professor: CORREIA
6:00pm - 9:00pm Tuesday
Building: Academic Resources, room 108

Adobe Photoshop Creative Cloud
Have you ever marveled at the way a portrait can be transformed to make the subject matter appear years younger or how people can be added to or deleted from a scene? Have you ever seen photographs that were ripped or faded, then perfectly restored and wondered, how did they do that? Elevate your images with Photoshop Creative Cloud. In this course students will learn about image formats, color correction and photo retouching, masks and layers, selection techniques, combining multiple source images and advanced image correction techniques. Example projects based on real-world scenarios are designed to reinforce and expand skills. In order to take this class, students are required to use MCC issued software. Log-in information and access instructions will be emailed to the student a few days before the class start date. Personal/Home software is not permitted (15 hours) $209

3/3 - 3/31
Online with Class Meeting Times
Course Number: PER 987 30
CRN: 19851
Professor: NOËL
6:00pm - 9:00pm Thursday

Community Education and Career Training www.middlesex.mass.edu/careertraining • 1-800-818-3434.
Digital Media & Small Business Marketing

### Course options and delivery format subject to change. To enroll call 1-800-818-3434 or email career_training@middlesex.mass.edu

<table>
<thead>
<tr>
<th>Course Number</th>
<th>CRN</th>
<th>CRN:</th>
<th>Professor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEC 640</td>
<td>33</td>
<td>19119</td>
<td>NOËL</td>
<td>Intro to Social Media</td>
</tr>
<tr>
<td>TEC 661</td>
<td>33</td>
<td>19867</td>
<td>D’AURORA</td>
<td>Social Media Certificate Program</td>
</tr>
</tbody>
</table>

#### Digital Media Marketing Certificate

In today’s internet driven world, understanding your business digital media marketing plan is essential. In this program, you will learn about the different digital media outlets and how they can be applied to your digital marketing plan. The listing below represents the order the classes occur throughout the semester. Students will receive a certificate upon completion. (15 hours) $219

<table>
<thead>
<tr>
<th>CRN:</th>
<th>CRN:</th>
<th>Professor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>19867</td>
<td></td>
<td>D’AURORA</td>
<td>Intro to Social Media</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CRN:</th>
<th>CRN:</th>
<th>Professor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>19119</td>
<td></td>
<td>NOËL</td>
<td>Social Media Certificate Program</td>
</tr>
</tbody>
</table>

#### Search Engine/Website Optimization

Learn the process of improving the volume and quality of consumer traffic to your website. Get tips and strategies that will make your website search-engine friendly. (2.5 hours)

### Tracking Your Digital Media Marketing

Now you know how to get customers to your website, but how do you track that data? Find out the best ways to track this important data and what you can learn from the results. (2.5 hours)

### Mobile & Online Advertising

Understand the different online advertising channels and how to select those that will be consistent with your mobile marketing campaigns. Gain knowledge on trends and guidelines around online and mobile advertising. (2.5 hours)

### Creating Your Digital Marketing Campaign

Bring all the knowledge you have gained through the program together to create your business digital marketing campaign. Students should come to class with a digital marketing plan prepared and ready for instructor feedback. (2.5 hours)

<table>
<thead>
<tr>
<th>Course Number</th>
<th>CRN</th>
<th>CRN:</th>
<th>Professor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEC 640</td>
<td>33</td>
<td>19119</td>
<td>NOËL</td>
<td>Intro to Social Media</td>
</tr>
<tr>
<td>TEC 661</td>
<td>33</td>
<td>19867</td>
<td>D’AURORA</td>
<td>Social Media Certificate Program</td>
</tr>
</tbody>
</table>

#### Intro to Social Media

Social media has quickly grown from a way to keep up with friends and acquaintances, to a powerful tool that can transform your business. Just as important as your website and in-person interactions, learning to effectively use social media through sites like Facebook, Twitter, Instagram, YouTube, Pinterest, LinkedIn, and blogging, will give you the opportunity to connect with audiences new and old in a compelling way. This course will give you an overview of today’s major social media sites and work with you to ensure your business is social media ready.

<table>
<thead>
<tr>
<th>Course Number</th>
<th>CRN</th>
<th>CRN:</th>
<th>Professor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEC 640</td>
<td>33</td>
<td>19119</td>
<td>NOËL</td>
<td>Intro to Social Media</td>
</tr>
<tr>
<td>TEC 661</td>
<td>33</td>
<td>19867</td>
<td>D’AURORA</td>
<td>Social Media Certificate Program</td>
</tr>
</tbody>
</table>

#### Facebook

Ever evolving but still arguably at the top of the social media food chain is Facebook. In this class, we’ll learn to properly utilize your Facebook page to market your business or product, engage with customers, and grow brand awareness. You will be introduced to the basics of using Facebook as a business tool with brand-aligned posts, Facebook groups, events, and insights.

<table>
<thead>
<tr>
<th>CRN:</th>
<th>CRN:</th>
<th>Professor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>19119</td>
<td></td>
<td>NOËL</td>
<td>Intro to Social Media</td>
</tr>
</tbody>
</table>

#### Twitter for Small Business

One of the most powerful ways to connect with existing and prospective clients in 240 characters or less. We’ll discuss the best practices for small and growing business, including getting your message out to the right audience, the dos and don’ts of interacting on Twitter, and a hands-on overview of how to get started.

<table>
<thead>
<tr>
<th>CRN:</th>
<th>CRN:</th>
<th>Professor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>19119</td>
<td></td>
<td>NOËL</td>
<td>Intro to Social Media</td>
</tr>
</tbody>
</table>

#### Instagram

Instagram is a rapidly growing platform that allows its users to post snapshots of the moments that make up their brand and hashtag their way to a new audience. We’ll work together to get you set up, understanding what hashtags are and how to use them to attract new eyes on your business, and the power that photos can bring to your brand.

<table>
<thead>
<tr>
<th>CRN:</th>
<th>CRN:</th>
<th>Professor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>19119</td>
<td></td>
<td>NOËL</td>
<td>Intro to Social Media</td>
</tr>
</tbody>
</table>

#### Pinterest

Pinterest is more than a colorful app to pass the time with—it can be an incredible driver of traffic, sales, and new customers to your business. And the best part? It largely works on autopilot! Students will explore the basics of Pinterest and how you can begin to use it for the powerful tool it is.

<table>
<thead>
<tr>
<th>CRN:</th>
<th>CRN:</th>
<th>Professor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>19119</td>
<td></td>
<td>NOËL</td>
<td>Intro to Social Media</td>
</tr>
</tbody>
</table>

#### YouTube & Blogging

Continuing on with the theme of using visual components to get in front of your audience, students will dive into the world of YouTube, covering everything from set up to how this video platform can provide you exactly the tools you need to take your business to the next level.

<table>
<thead>
<tr>
<th>CRN:</th>
<th>CRN:</th>
<th>Professor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>19119</td>
<td></td>
<td>NOËL</td>
<td>Intro to Social Media</td>
</tr>
</tbody>
</table>

#### Social Media Marketing Plan

During this course, students will present their social media marketing plans and take your business to the next level.

<table>
<thead>
<tr>
<th>CRN:</th>
<th>CRN:</th>
<th>Professor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>19119</td>
<td></td>
<td>NOËL</td>
<td>Intro to Social Media</td>
</tr>
</tbody>
</table>

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434.
Customer Service, Communication and Management

Better Workplace Communication
Good communication is the key to any relationship. Explore these skills: listening, processing, thinking, questioning, body language, verbal cues, and organizational skills and fine-tune how they affect your communication! (8 hours) $119
4/5 - 4/14
Online with Class Meeting Times
Course number: CAR 970 33
CRN: 20139
Professor: ROMANO

Diversity Equity & Inclusion in the Workplace
This course introduces the concepts of diversity, equity and inclusion and how it relates so significantly to business success. In a supportive and positive environment participants will have an opportunity to engage in interactive exercises that will raise awareness and the level of understanding regarding DEI definitions, the impact of unconscious bias, micro aggressions, and intent versus impact in cross difference conversations and how to recover from missteps. (24 hours) $349
2/1 - 2/22
Online with Class Meeting Times
Course Number: CAR 963 33
CRN: 20142
Professor: KANGAS

Dressing for Success Online
We have all had to make changes to adjust to a more frequent, or permanent, online work environment. You might be finding it difficult to adjust to different work scenarios and how to still appear professional and appropriate while at home. This course will offer tips to help you maintain your professional appearance in different online settings, discuss how to convey a positive online presence, and what skills are important to use virtually. We will also cover how to build your confidence and how to appear comfortable online. (4 hours) $59
3/1 - 3/24
Online with Class Meeting Times
Course Number: CAR 958 75
CRN: 20116
Professor: HAHN

Soft Skills That Strengthen You!
This past year has prompted us to make different adjustments and changes. Now is the time to rely on and build upon your strengths in order to focus on the future. This course will cover the importance of remaining professional, flexible, positive, and a reliable part of a team even in a challenging environment. We will concentrate on how you can bring valuable skills, innovation and your unique creativity to any setting and ensure success in your future. (4 hours) $59
3/1 - 3/12
Online with Class Meeting Times
Course Number: CAR 959 75
CRN: 20117
Professor: HAHN

Leadership Communication Certificate
Communication when you are in a leadership position is critical for the success of any business. Topics for this course include How to Think, Work, and Communicate as a Leader, How to be an authentic leader, How to Build Networks, How to make an impact on the organizations culture, Developing a Communication Plan. A certificate of completion is given at the end of the program. (12 hours) $199
3/21 - 5/5
Bedford Campus
Building Henderson Hall, room 115
Course number: CAR 968 30
CRN: 20135
Professor: POZNIAK

Get the Most from LinkedIn
Boost your profile, build your personal brand, share your company brand, post updates and develop your social media network (4 hours) $65
2/2 & 3/24
Online with class meeting times
Course Number: CAR 969 33
CRN: 20138
Professor: ROMANO

Customer Service Certificate
This program is for customer service professionals to gain knowledge in the skills and techniques required to provide exceptional customer service and support in multiple front facing environments. It ensures they understand how to assess customer needs while exceeding their expectations. Participants will go through 6 modules including the following topics: Building Confidence in Communication, Customer Service Excellence, manage Challenging Situations with Customers, Time Management & Productivity, Managing Conflict and Your Team Members as Customers. (20 hours) $449
2/2 - 3/24
Online with Class Meeting Times
Course Number: CAR 966 75
CRN: 20132
Professor: MAGLIO

Introduction to Coaching
The coaching industry is growing rapidly. While we may be familiar with athletic coaches, what does it mean to be a professional coach and how can you leverage your unique experience in this industry? What happens in a typical coaching session? Join us for an overview of what coaching is (and isn’t), how to find a training program that is right for you, options for certification, professional competencies, and ethics. (2 hours) $79
2/9
Online with Class Meeting Times
Course Number: CAR 967 75
CRN: 20130
Professor: DR. BURNS

Community Education and Career Training www.middlesex.mass.edu/careertraining • 1-800-818-3434.
Nonprofit Management and Accounting

Course options and/or delivery format subject to change. To enroll call 1-800-818-3434 or email career_training@middlesex.mass.edu

NON PROFIT

Nonprofit Management Certificate
This program introduces the key concepts and critical management components for all nonprofit organizations. From fundraising and board development, to volunteer management and program evaluation, this comprehensive series of courses is designed for anyone interested in launching a nonprofit organization or assisting in your own professional growth. All classes are taught by Sarah Glatt Founder of Paper Crane Associates. Not eligible for tuition waiver.

Nonprofit Grant Writing
This program introduces nonprofit development/fundraising concepts and approaches for new nonprofit fundraisers or for those who are looking to increase their understanding of related concepts. The series will start at a high level to bring clarity and understanding about nonprofit revenue sectors and more specifically, grant writing. Taught by Tracy Sopchak, Founder of Next Step Nonprofit, and LLC. Not eligible for tuition waiver.

Introduction to Grant Writing
This series will help people who are new to grant writing understand the process involved. We will start with an introduction to common online application formats, standard questions posed, and required forms. We will then move onto a deeper dive into specific questions to explain the funders' motivation behind questions and approaches to use your response persuasively and accurately. We will complete the series with examples of successful grants applications and unsuccessful ones and invite your questions specific to grants applications that your organization may be working on at this time. Tracy Sopchak of Next Step Nonprofit LLC will cover these topics in a 3-part introductory series. (4.5 hours) $89
3/1 - 3/15
6:00pm - 7:30pm
Tuesday
Online with Class Meeting Times
Course Number: CAR 944 75
CRN: 20032
Professor: SOPCHAK

Accounting/Bookkeeping Fundamentals
Learn essential terms and concepts for starting an accounting system, understand debits and credits, classify items as assets, liabilities, equity, revenue/sales and expenditures. Use practice scenarios and complete basic procedures such as journalizing entries and posting transactions to a general ledger. Learn to create a Trial Balance and Post-Closing Trial Balance, understand an Income Statement and Balance Sheet as well as adjusting entries and bank statement reconciliation. Topics Include: understanding accounts; debits and credits; analyzing transactions; journaling; general ledger; closing/adjusting entries; post-closing trial balance; financial reporting. This professional development class does not have a pre-req. $565
2/9 - 4/13
5:30pm - 8:45pm
Wednesday
Online with Class Meeting Times
Course Number: CAR 797 75
CRN: 17351
Professor: SHARMA

Intro to Quickbooks EDG928
This course through Ed2go will teach you how to manage your business finances with QuickBooks Online. This powerful accounting software has helped millions of small business owners oversee their finances. And with the cloud-based program outpacing the desktop version, there’s no better time to refresh your QuickBooks knowledge. You will learn to use key features of QuickBooks Online and gain hands-on experience creating invoices, receipts, and statements; track payables, inventory, and receivables; generating reports; and more. Whether you are new to QuickBooks or need a quick refresher, this course will empower you to take control of your business’s financial accounting, all with the ease and convenience of an online platform. Class begin monthly. Online software included. Not eligible for waivers. Enroll through Ed2go. (24 hours) $150
https://www.ed2go.com/mcc/online-courses/quickbooks-online/

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434.
Course options and/or delivery format subject to change. To enroll call 1-800-818-3434 or email career_training@middlesex.mass.edu

6 Interior Design

6 Interior Design

All courses are taught by Debbe Daley of Debbe Daley Designs LLC of Lowell. Not eligible for tuition waivers.

Interior Design Certificate

Learn how to work with contractors and manage a design project through the scope of work. Learn how to address client concerns in their home and how to execute their dilemmas properly for satisfactory resolution. How to conduct a professional interior design consultation and how to properly present a client presentation project. This course will also include teachings on furnishings and finishes, flooring, tiles, countertops and various products and tools of the trade including design software used in the interior design field today. Hands-on design projects will also be part of this course. May include on space availability, virtually or in-person. Not only is design theory taught, a segment on marketing, and best design business practices are covered as well as how to begin your own career in interior design and how to start your own business. (40 hours) $1,999

2/16 - 4/20
10:00am - 2:00pm
Wednesday

Online With Class Meeting Times
Course Number: CAR 957 75
CRN: 20133
Professor: DALEY

Interior Design 101

Learn how to design like a pro. This course will teach you how to choose paint color for the home. Redesign a space with existing furniture and using pieces you already own. How to incorporate charming and heirloom items into a new room design without the space looking dated. Repurposing furniture and learning how to measure a room for proper furniture size including the topic of proper size area rugs to use in a space. Lighting is another design element that will be addressed, size, and placement. How to measure for window treatments, fabrics, scale and custom vs. ready-made. Design theory, furniture placement and how to design a room from scratch. $359

3/1 - 4/5
6:00pm - 7:00pm
Tuesday

Online with Class Meeting Times
Course Number: PER 999 75
CRN: 20017
Professor: DALEY

Earn college credit for completion of noncredit courses

Looking for career training or new job preparation? Perhaps you have never enrolled in college, or it has been months/years? Middlesex Community College’s noncredit to credit coursework can be your motivation.

MCC has created a path for students to earn college credit for successful completion of our most popular noncredit courses. Questions? Please email career_training@middlesex.mass.edu or visit our website for our complete course schedule.

<table>
<thead>
<tr>
<th>Noncredit Course</th>
<th>Credit Course Pathway</th>
<th>Credits Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEC 780 Google IT Support Professional</td>
<td>ITC 101 Information Technology</td>
<td>4 Credits</td>
</tr>
<tr>
<td>BIN 616 Advanced Manufacturing Machining Electronics Certificate</td>
<td>ADM 101 Introduction to Manufacturing Precision Machining I</td>
<td>9 Credits</td>
</tr>
<tr>
<td>CAR 768 Nurse Assistant/HHA</td>
<td>AHP 115 Nurse Assistant I</td>
<td>7 Credits</td>
</tr>
<tr>
<td>CAR 775 SHRM Essentials of Human Resources</td>
<td>IDS 133 General Education Seminar</td>
<td>1 Credit</td>
</tr>
<tr>
<td>TEC 759 MS Excel Certificate</td>
<td>TEC 748 Business Computer Applications Certificate</td>
<td>CAP 101 Computer Applications</td>
</tr>
<tr>
<td>CAR 611 Digital Photography I</td>
<td>ART 144 Digital Photography</td>
<td>3 Credits</td>
</tr>
<tr>
<td>CAR 612 Digital Photography II</td>
<td>HLT 000 Health Science Elective</td>
<td>6 credits</td>
</tr>
<tr>
<td>CAR 615 Business of Photography</td>
<td>HLT 001 Health Science Elective</td>
<td>6 credits</td>
</tr>
<tr>
<td>CAR 890 Adobe Photoshop Creative Cloud</td>
<td>HLT 715 Pharmacy Technician</td>
<td>6 credits</td>
</tr>
<tr>
<td>HLT 749 Vascular Technology I</td>
<td>HLT 750 Vascular Technology II</td>
<td>6 credits</td>
</tr>
</tbody>
</table>

781-280-3663 • WWW/MIDDLESEX.MASS.EDU/CAREERTRAINING/
## ESL & ASL & Au Pair

### Theater for English Learners

This course uses theatre-based techniques (role-play, improvisation, storytelling, image theatre) as a tool to improve the student’s language skills in an interactive and engaging environment. It enhances learning through different learning styles and by drawing connections from the students’ own experiences. This course aims to make English language learning an exciting experience. Students will expand their vocabulary and gain confidence in using English in an everyday situation. (18 hours) $250

| 1/25 - 3/3 | 10:00am - 12:00pm | Monday/Wednesday |
| Online with Class Meeting Times |
| Course Number: CAR 978 60 |
| CRN: 20113 |
| Professor: FISHER |

### Noncredit ESL Classes in Bedford

**English for Speakers of Other Languages (ESL)** - Basic, Intermediate, Advanced

Middlesex Community College will be offering noncredit ESL classes at our Bedford MA campus spring 2022. The noncredit ESL classes at MCC will help you improve your English skills for everyday life, gain confidence, advance in your career, and begin to prepare for higher education courses.

- The classes are offered at the ESL beginner, intermediate and advanced levels.
- Each level includes instruction in the four language skills: listening, speaking, reading, and writing.
- Classes are being offered in the evenings and in person on the Bedford campus.
- Lessons are contextualized to meet the needs of the students.

### Beginning Level ESL

- This noncredit class is for students who are beginning to learn English and have limited prior knowledge of the language. Classes include understanding main ideas of spoken English and working on simple sentences, spelling, sounds spoken.

### Intermediate Level ESL

- This noncredit class emphasizes practice in speaking and listening skills, the development of reading comprehension and grammar skills as well as practice in writing complete, understandable sentences.

### Advanced Level ESL

- This noncredit class includes a higher level of grammar, such as using various verb tenses as well as active and passive voices. Students learn to write short paragraphs with topic sentences and supporting details. An emphasis will be on speaking through conversation and short presentations.

### Assessment

Prior to the start of the courses, Middlesex Community College will administer a mandatory skills assessment and intake session for all interested students. All students must be assessed before being placed in a class.

For more information as classes are posted, check the Community Education and Training [https://www.middlesex.mass.edu/careertraining/default.aspx](https://www.middlesex.mass.edu/careertraining/default.aspx) or contact Audrey at nahabediana@middlesex.mass.edu or 978-656-3174.

## American Sign Language

Course emphasis will be on basic ASL vocabulary development and comprehension of basic grammar, adherence and focus on the manual alphabet (fingerspelling) of names, numbers, specific persons in one’s life and important places. Students will exercise visual/gestural cues and non-oral communication skills, as well as use of body language use. During these ASL lessons and discourses, students will be strongly encouraged to incorporate facial expressions such as punctuation markers, adjectives/adverbs and questioning format. Certification of completion attests that students are able to communicate in basic (or elementary) sign language with the use of fingerspelling, social survival sign vocabulary and simple phrases with an introduction to Deaf culture and community. *(12 hours) $159*

| 3/28 - 5/4 | 6:00pm - 7:00pm | Monday/Wednesday |
| Online with Class Meeting Times |
| Course Number: CAR 987 65 |
| CRN: 20114 |
| Professor: BEDROSIAN |

## Teacher Professional Development

### Understanding Islam, Practices and Culture

This elective course will focus on the basic introduction to the religion of Islam and practices. Take away from this course will be to better understand Muslims, their practices, bring cultural awareness, and how to work alongside with them during the challenging times of Islamophobia. This course is eligible for Professional Development Points (PDP) towards K-12 licensure and re-certification. *(16.5 hours) $189*

| 1/27 - 4/14 | 5:30pm - 7:00pm | Thursday |
| Online with Class Meeting Times |
| Course Number: CAR 948 75 |
| CRN: 20111 |
| Professor: SHOLEH |

### Brain Power Wellness for Teachers

In this engaging and dynamic workshop series for teachers, you will be introduced to effective strategies for tuning into the interplay between physical health, focus and emotional well-being. You will engage in a variety of exercises that you can easily adapt to classroom teaching in person and online. Activities will include discussion and experience with the following topics:

1. mindfulness & neuroplasticity training to enhance physical, emotional, and cognitive health
2. 25 engaging brain-based exercises, activities, and lessons to immediately incorporate in the classroom
3. improved attention & learning efficiency
4. reduced test anxiety & stress
5. enhanced creativity & confidence

Approved PDP by MA Dept. of Education for Elementary and Secondary (8 hours) $189

| 2/3 - 3/3 | 5:00pm - 7:00pm | Thursday |
| Online with Class Meetings |
| Course Number: CAR 962 75 |
| CRN: 20131 |
| Professor: SHOLEH |

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434.
Effective Strategies & Instruction for Students with Disabilities
This 15 PDP eligible course will offer an introduction to a broad range of developmental disabilities and related topics, including a cognitive, physical, emotional, and learning delays. Topics include: History of special education and inclusion, laws which govern inclusion, IDEA and the integration of students with disabilities, family concerns and challenges, current and future trends and best practices, specific disability exploration and knowledge through readings, documentaries and analysis, best practices in Universal Design for Instruction for students with disabilities with diverse learning styles.(15 hours) $115

<table>
<thead>
<tr>
<th>Course Number: CAR 894 75</th>
<th>CRN: 19126</th>
<th>Professor: SVENCONIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online - No Class Meeting Times</td>
<td>1/10 - 5/31</td>
<td></td>
</tr>
</tbody>
</table>

MTEL Communication & Literacy Test Prep
Field 01. This course has its goal to increase student proficiency in the following areas: comprehension of reading selections, analysis of reading selections, composition of essays, correct application of grammatical rules, vocabulary knowledge. $115
1/10 - 5/31
Online - No Class Meeting Times
Course Number: CAR 602 75 CRN: 18776 Professor: SVENCONIS

Foundations of Reading MTEL test prep
Field 03. This course has its goal to increase student proficiency in the following areas: basics of reading development, reading comprehension development, reading and language instruction, reading and language evaluation, and integration of knowledge. $115
1/10 - 5/31
Online - No Class Meeting Times
Course Number: CAR 635 75 CRN: 18784 Professor: SVENCONIS

Introduction to Supporting Autism Spectrum Students
Participants in this (15 hour) PDP eligible course will be introduced to concepts, data, information and best practices which support their ability to: Understand and apply the most current definition of Autism Spectrum Disorders (ASD) to their teaching and classroom environment; Become familiar with strategies and best practices to support their students. (15 hours) $119

<table>
<thead>
<tr>
<th>Course Number: CAR 858 75</th>
<th>CRN: 18792</th>
<th>Professor: SVENCONIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online - No Class Meeting Times</td>
<td>1/10 - 5/31</td>
<td></td>
</tr>
</tbody>
</table>

MTEL General Science Prep
This course provides extensive practice in test preparation for the MTEL Middle School Humanities exam (Field 50). The course has as its goal to increase student proficiency in the following areas: language arts, literature, history, rhetoric, geography, and reading instruction. $115

<table>
<thead>
<tr>
<th>Course Number: CAR 859 75</th>
<th>CRN: 18793</th>
<th>Professor: SVENCONIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online - No Class Meeting Times</td>
<td>1/10 - 5/31</td>
<td></td>
</tr>
</tbody>
</table>

MTEL Middle School Humanities
This course provides extensive practice in test preparation for the MTEL Middle School Humanities exam (Field 50). The course has as its goal to increase student proficiency in the following areas: language arts, literature, history, rhetoric, geography, and reading instruction. This course is a self-study and self-paced. $115

<table>
<thead>
<tr>
<th>Course Number: CAR 861 75</th>
<th>CRN: 20107</th>
<th>Professor: SVENCONIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online - No Class Meeting Times</td>
<td>1/10 - 5/31</td>
<td></td>
</tr>
</tbody>
</table>

MTEL Math Skill Builder Test Prep
Field 03, 09, 47, and 53. This focuses on preparation for the MTEL test at either the elementary level (Field 53), middle school level (Field 47), secondary level (Field 09), or the math subtest of the general curriculum (Field 03). The course includes multiple skill-building quizzes. There are 3 simulated exams with explanations for each Field of study. $115

<table>
<thead>
<tr>
<th>Course Number: CAR 877 75</th>
<th>CRN: 20206</th>
<th>Professor: SVENCONIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online - No Class Meeting Times</td>
<td>1/10 - 5/31</td>
<td></td>
</tr>
</tbody>
</table>

MTEL History Prep Class
Field 06. This course has as its goal to increase student proficiency in the following areas: United States history, U.S. government, economics, geography, and international events. This course is designed to help students learn the skills needed to score well on the exam. This online course is self-paced and a self-study. $115

<table>
<thead>
<tr>
<th>Course Number: CAR 862 75</th>
<th>CRN: 18792</th>
<th>Professor: SVENCONIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online - No Class Meeting Times</td>
<td>1/10 - 5/31</td>
<td></td>
</tr>
</tbody>
</table>

MTEL Communication & Literacy Test Prep
Field 01. This course has its goal to increase student proficiency in the following areas: comprehension of reading selections, analysis of reading selections, composition of essays, correct application of grammatical rules, vocabulary knowledge. $115
1/10 - 5/31
Online - No Class Meeting Times
Course Number: CAR 602 75 CRN: 18776 Professor: SVENCONIS

Foundations of Reading MTEL test prep
Field 03. This course has its goal to increase student proficiency in the following areas: basics of reading development, reading comprehension development, reading and language instruction, reading and language evaluation, and integration of knowledge. $115
1/10 - 5/31
Online - No Class Meeting Times
Course Number: CAR 635 75 CRN: 18784 Professor: SVENCONIS

Introduction to Supporting Autism Spectrum Students
Participants in this (15 hour) PDP eligible course will be introduced to concepts, data, information and best practices which support their ability to: Understand and apply the most current definition of Autism Spectrum Disorders (ASD) to their teaching and classroom environment; Become familiar with strategies and best practices to support their students. (15 hours) $119

<table>
<thead>
<tr>
<th>Course Number: CAR 858 75</th>
<th>CRN: 18792</th>
<th>Professor: SVENCONIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online - No Class Meeting Times</td>
<td>1/10 - 5/31</td>
<td></td>
</tr>
</tbody>
</table>

MTEL General Science Prep
This course provides extensive practice in test preparation for the MTEL Middle School Humanities exam (Field 50). The course has as its goal to increase student proficiency in the following areas: language arts, literature, history, rhetoric, geography, and reading instruction. $115

<table>
<thead>
<tr>
<th>Course Number: CAR 859 75</th>
<th>CRN: 18793</th>
<th>Professor: SVENCONIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online - No Class Meeting Times</td>
<td>1/10 - 5/31</td>
<td></td>
</tr>
</tbody>
</table>

MTEL Middle School Humanities
This course provides extensive practice in test preparation for the MTEL Middle School Humanities exam (Field 50). The course has as its goal to increase student proficiency in the following areas: language arts, literature, history, rhetoric, geography, and reading instruction. This course is a self-study and self-paced. $115

<table>
<thead>
<tr>
<th>Course Number: CAR 861 75</th>
<th>CRN: 20107</th>
<th>Professor: SVENCONIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online - No Class Meeting Times</td>
<td>1/10 - 5/31</td>
<td></td>
</tr>
</tbody>
</table>

MTEL Math Skill Builder Test Prep
Field 03, 09, 47, and 53. This focuses on preparation for the MTEL test at either the elementary level (Field 53), middle school level (Field 47), secondary level (Field 09), or the math subtest of the general curriculum (Field 03). The course includes multiple skill-building quizzes. There are 3 simulated exams with explanations for each Field of study. $115

<table>
<thead>
<tr>
<th>Course Number: CAR 877 75</th>
<th>CRN: 20206</th>
<th>Professor: SVENCONIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online - No Class Meeting Times</td>
<td>1/10 - 5/31</td>
<td></td>
</tr>
</tbody>
</table>

MTEL History Prep Class
Field 06. This course has as its goal to increase student proficiency in the following areas: United States history, U.S. government, economics, geography, and international events. This course is designed to help students learn the skills needed to score well on the exam. This online course is self-paced and a self-study. $115

<table>
<thead>
<tr>
<th>Course Number: CAR 862 75</th>
<th>CRN: 18792</th>
<th>Professor: SVENCONIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online - No Class Meeting Times</td>
<td>1/10 - 5/31</td>
<td></td>
</tr>
</tbody>
</table>
MTEL/TEAS Prep Course

Course options and/or delivery format subject to change. To enroll call 1-800-818-3434 or email career_training@middlesex.mass.edu

### MTEL Early Childhood Test Prep
Field 02. This course has as its goal to increase student proficiency in the following areas: childhood development through the early elementary years, disabling conditions or exceptionalities in children, literary genres, elements, and techniques, important principles of writing and mathematics, and important concepts in history, social science and technology. $115
1/10 - 5/31
Online - No Class Meeting Times
Course Number: CAR 904 75 CRN: 19575 Professor: SVENCONIS

### Political Science MTEL Test Prep
Field 48. This course has as its goal to increase student proficiency in the following areas: political science theories and concepts, historical themes of political philosophy, founding documents of the U.S. and the State of Massachusetts, origins of democratic government, governmental structures, election processes and political parties, key geographic concepts, and essential economic terms. $115
1/10 - 5/31
Online - No Class Meeting Times
Course Number: CAR 910 75 CRN: 19840 Professor: SVENCONIS

### MTEL Business Field 19 Test Prep
This course provides extensive practice in test preparation for the MTEL Business (field 19) exam. This course covers the following subareas tested on the MTEL exam: Business Management, Accounting and Quantitative Analysis, Economics, Marketing, Entrepreneurship and Business Technology, and Career Development and Personal Finance. The course is self-paced and has multiple topic reviews and practice exams with explanations. $115
1/10 - 5/31
Online - No Class Meeting Times
Course Number: CAR 932 75 CRN: 19977 Professor: SVENCONIS

### Vocational Technical Literacy Skills MTEL Test Prep
Field 191 and 192. This course has as its goal to increase student proficiency in the following areas: comprehension of reading selections, analysis of reading selections, the composition of essays, correct application of grammatical rules, vocabulary knowledge, and the accurate interpretation of data in various types of graphs and tables. $115
1/10 - 5/31
Online - No Class Meeting Times
Course Number: CAR 942 75 CRN: 19978 Professor: SVENCONIS

### TEAS Prep Courses

#### TEAS Math Prep
This course contains a thorough review of arithmetic, basic algebra and geometry with complete lessons and explanations (including quizzes) for each content subject. There are 5 simulated math TEAS exams with complete step-by-step solutions, this course is designed to help students learn the skills needed to score well on the exam. $115
1/10 - 5/31
Online - No Class Meeting Times
Course Number: CAR 885 75 CRN: 19123 Professor: SVENCONIS

#### TEAS Reading/Language Prep
This course contains a thorough review of spelling, punctuation, grammar, and writing rules. There are 5 simulated reading TEAS 6 exams and 5 simulated language usage TEAS 6 exams with complete step-by-step solutions. $115
1/10 - 5/31
Online - No Class Meeting Times
Course Number: CAR 886 75 CRN: 19124 Professor: SVENCONIS

#### TEAS Science
This course contains a thorough review of the major principles of general science, genetics, human body, life science, physical & chemical science, and the scientific method. There are 5 simulated science TEAS exams with complete step-by-step solutions. $115
1/10 - 5/31
Online - No Class Meeting Times
Course Number: CAR 887 75 CRN: 19125 Professor: SVENCONIS

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434.
Health Careers

Pharmacy Technician
This course is designed to teach students in a retail setting the knowledge and skills necessary to practice as a Pharmacy Technician. The course will consist of a 60-hour instructor-led class followed by an 80-hour externship in an actual pharmacy setting. The course will prepare the student to take the National Certification Exam to become PTCB certified. The instructor-led portion of the class will review various topics including pharmacy operations, pharmacy law, pharmaceutical calculations, routes of administration, medical abbreviations, medication dosage forms, interpreting drug orders, regulations and the top two hundred prescription medications. The externship portion of the course is designed to give the student real world experience in a retail pharmacy setting to reinforce the topics studied in the classroom. Students will also be given practical knowledge on the interview process and what employers are seeking in a candidate. This fast-paced class requires students to have a basic understanding of fractions, formulas, and conversions. (60 hours) $1,510

2/15 - 5/12
Online with class meeting times
Course Number: HLT 715 33  CRN: 20123  Professor: GOMATOS

To apply email: wrighte@middlesex.mass.edu

Medical Interpreting Certificate
Medical interpreters are in great demand both in person and remotely by video or phone. Interpreters can elect to work for a hospital, school, or state agency, or as contractors with many agencies throughout the country. They can also elect to work remotely from home where they can work independently and make their own hours. Open to all languages, this 60-hour program provides working knowledge of medical interpreting, including standards of practice, ethics, HIPAA regulations, cultural competency, and medical terminology/vocabulary. The course provides intense practice via oral role-plays on a variety of medical topics. The student will also be introduced to VRI (video remote interpreting) and OPI (Over the Phone Interpreting). Offered in collaboration with TransFluenci EDU, this course is designed for those preparing for entry-level careers as medical interpreters as well as for working interpreters preparing for the National Board Certificate exam. Students must be bilingual and must be fluent in English and one other language. This program meets the National Board for Medical Interpreter Certification training requirement and prepares you to pass the national certification exam. Upon completion of this course, students may elect to apply for national certification.

For information on certification, requirements and cost click on the links below: CCHI, Certification Commission for Healthcare Interpreters https://cchicertification.org/
NBCMI, National Board for the Certification of Medical Interpreters https://www.certifiedmedicalinterpreters.org/
Because a language assessment is required, students must register at least two weeks in advance. Not Eligible for waivers (60 hours) $1,199

2/28 - 5/16  6:00pm - 9:00pm  Monday
Online with class meeting times
Course number: HLT 607 33  CRN: 19561

To apply email: wrighte@middlesex.mass.edu

Nurse Assistant/Home Health Aid Certificate
This training program (including 24 hours of weekend clinical training at a local long-term care facility) prepares you for an entry-level career as a Nurse Assistant. Upon successful completion, students are eligible to sit for the Massachusetts nurse assistant certification exam. Students will learn how to appropriately care for residents in long-term care facilities and hospitals as well as personal patient care, patient rights, lifting and turning patients, safety, infection control, vital signs, record keeping, mental health care of residents, and stress management. Students must have a HS Diploma or GED. Students will also be required to pass a literacy exam and complete a CORI/SORI check and be able to lift and move 50 pounds. Course is not eligible for waivers or vouchers. State exam administered by Prometrix is a separate fee.

For enrollment information email: wrighte@middlesex.mass.edu
For enrollment requirements: www.middlesex.mass.edu/careertraining/nahhc.aspx

Nurse Assistant Online Theory - $899
3/24 - 5/19  4:00pm - 9:00pm  Wednesday/Thursday
Online with Class Meeting Times
Course Number: HLT 752 33  CRN: 20041  Professor: CHAMPA

Nurse Assistant Skills Lab - $199
5/31 - 6/2  4:00pm - 8:00pm  Tues/Wed/Thursday
On Campus Lab
Course Number: HLT 753 80  CRN: 20042  Professor: CHAMPA

Nurse Assistant Clinical Training - $599
6/4 - 6/12  8:00am - 3:00pm  Saturday/Sunday
OFF Campus
Course Number: HLT 756 35  Professor: CHAMPA

Note: For Massachusetts, employers who would like to send employees to the above course: Employers may qualify for 50% or 100% reimbursement through the Mass. Workforce Express Fund. Tuition must be employer paid. More Info https://www.middlesex.mass.edu/careertraining/downloads/expfundfa21.pdf
Health Careers/ Dental Hygiene CEUs

Course options and/or delivery format subject to change. To enroll call 1-800-818-3434 or email career_training@middlesex.mass.edu

**Accelerated Vascular Technology**

This self-instructional course provides the didactic knowledge required to perform vascular sonography and to prepare the student for the vascular technology national certification exam (RVT). The format of this course is conducive to students who are independent learners. There will be designated times to ask the instructor for further clarification of the subject matter. This course does not have a lab component or a clinical rotation in the hospital. A certificate of completion will be awarded upon completion. $599

To Enroll: email: camipianocomiddlesex.mass.edu

**Dental Hygiene CEUs**

**Local Anesthesia Certification Program for Registered Dental Hygienists**

This course is for licensed Dental Hygienists who would like to become certified in local anesthesia. MCC complies with the Mass. Board of Registration in Dentistry regulations for the administration of local anesthesia. The course consists of a 50-hour online study (self-paced) prior to clinical training, interactive presentations, and a 3-day clinical training in which students will have 30 injection experiences. The strength of this hands-on course is the amount of actual time you will administer injections to your classmates. Upon successful completion, students will be awarded a certificate, 26 CEUs, and be prepared to sit for the CDCA exam. For complete information and required forms, visit https://www.middlesex.mass.edu/CareerTraining/DHILA.aspx. Not eligible for waivers. $1,430

**Improved Local Anesthesia Outcomes**

This program will provide the participant with an overview how to troubleshoot local anesthesia problems including how to pick the correct local anesthetic to give you best outcome. Information on how to prevent and manage both local and systemic complications that can arise from the administration of local anesthesia will also be covered. Lecture course. Open to any dental professional (4 hours, 4 CEUs) $89

Learning Objectives: At the conclusion, participants should be able to:
1. Describe basic troubleshooting principles.
2. Apply troubleshooting techniques for various maxillary and mandibular nerve block injections.
3. Assess causes for inadequate local anesthesia and make recommendations for improvement.
4. Implement strategies to troubleshoot inadequate or absence of local anesthesia.
5. Identify how to choose the safest and most effective local anesthetic for your patient.
6. Describe the different local complications that can arise from the administration of local anesthesia.
7. Identify the causes of adverse drug reactions (ADR) in the administration of local anesthesia.
8. Summarize all the causes of a local anesthetic overdose and how to prevent and manage it from occurring.

4/9

9:00am - 1:00pm Saturday

**Online with Class Meeting Times via Zoom**

Course Number: HLT 748 75 CRN: 19974 Instructor: NOVEMBER-RIDER

**Nutrition Considerations in Oral Health for the Dental Professional**

This course provides participants with a review of core nutrition concepts with a focus on oral health. We will explore the foundations of a nutritionally balanced diet and the implications of diet and nutrition on oral health, both broadly and in consideration of specific populations and life stage. 3 CEUs, 3 hours. $53

Course Objectives: After this course, participants will be able to:
1. Identify the essential nutrients and describe their functions, common dietary sources, imbalance manifestations, and oral health implications.
2. Describe the key elements of a balanced diet.
3. Explain the roles of diet and nutrition in caries risk.
4. Explain the roles of diet and nutrition in periodontal health.
5. Discuss the implications of diet and nutrition on oral health across life stages and specific populations.
6. Discuss how to perform a dietary assessment in the dental setting and apply findings in effective patient education.
7. Identify evidence-based nutrition resources for clinicians and patients.

4/23

9:00am - 12:00pm Saturday

**Remote Interpreting for Interpreters**

If you speak a second language, you can work from home and make your own hours. There is a tremendous amount of work available for Remote Interpreters—both phone and video—throughout the country. Students will learn the ins and outs of remote interpreting which includes both video and the phone (VRI and OPI). Students will learn how to set up their offices and computers to accept assignments from a number of companies who are actively searching for interpreters of all languages. The class will cover Medical and Legal Standards of Practice, ethics, HIPAA and intense practice sessions and simulations using a variety of platforms on a wide variety of topics, such as Medical Encounters, Depositions, Unemployment Hearings, Educational Hearings and Meetings such as IEP meetings, and Due Process Hearings. In addition to intense classroom simulated practice, our instructor will provide advice on best practices, how to apply for assignments, and what to expect as compensation.

Pre-requisite: Students must provide a certificate of completion for a minimum of 40 hours of interpreter training or a letter from your employer confirming a minimum of 2 years’ experience in providing interpretation in any setting. Students must possess a high school diploma or equivalent. Please register early, as a brief application process is required.

4/23 - 5/29

Online with No Class Meeting Times

CRN: 20124

**If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434.**
Computer Applications/IT

Google IT Support Professional & CompTIA A+ Exam

Google’s IT Support Professional Certificate is a program that helps people prepare for entry-level roles in IT support with no experience or degree necessary. Through a dynamic mix of video lectures, quizzes, and hands-on labs and widgets, the Google IT Support Professional Certificate introduces learners to troubleshooting, customer service, networking, operating systems, system administration, and security. In addition, students will take part in CompTIA A+ exam prep work and CompTIA A+ exam. Class will be 10-12 hours per week of self-paced online study through a license by Qwicklabs and 3 hours of in-class instruction with an IT professional. Weekly office hours will be included for additional support. $1,899

CompTIA A+ exam fee is separate. Textbook/materials fee is student paid and is not included in the tuition.

2/4 - 5/21
Online with Class Meeting Times

5:00pm - 6:00pm Friday

2/4 - 5/21
Bedford campus
Course Number: TEC 780 33 CRN: 20005 Professor: BOWEN JR

Business Computer Applications Certificate

This certificate course will prepare you for a position in offices where proficiency in software such as Microsoft Office suite is used. These positions include administrative assistant, customer service or data entry. Students will become proficient in computer skills such as file & folder management, system backup, device/printer setup, internet basics, password management along with word processing, and spreadsheet. Presentation software packages may be touched upon. These tools are commonly used in most work environments today. (24 hours) $309

2/23 - 5/18
Bedford campus
Course Number: TEC 748 31
CRN: 20122 Professor: KELLEY

2/25 - 5/20
Bedford campus
Course Number: TEC 748 30
CRN: 18161 Professor: KILROY

3/1 - 4/26
Lowell campus
Course Number: TEC 748 80
CRN: 20126 Professor: CAMPION

MS Excel Certificate

Learn Excel like a pro! From beginning to advanced functions, you will learn the features of MS Excel. Upon successful completion you will be able to: create and format a worksheet; create formulas; manipulate and calculate data with advanced formulas, create and modify tables, present data with charts, analyze data using PivotTables, customize data, work with multiple workbooks, import and export data. Pre-Req: Students must be proficient with MS Windows & keyboarding. $309

Choose from on campus or online Zoom section:

3/3 - 4/28
Bedford campus
Course Number TEC 759 30
CRN: 20120 Instructor: TROCHE

No class March 24

3/1 - 4/19
Online with Class Meeting Times via Zoom
Course Number: TEC 759 75
CRN: 18737 Instructor: TROCHE

Must have MS Excel 2010 or higher installed on your Windows PC for the online Zoom course section

Note: For Massachusetts, employers who would like to send employees to the above MS Excel course: Employers may qualify for 50% or 100% reimbursement through the Mass. Workforce Express Fund. Tuition must be employer paid. More Info https://www.middlesex.mass.edu/careertraining/downloads/expfundfa21.pdf

Community Education and Career Training www.middlesex.mass.edu/careertraining • 1-800-818-3434.
Course options and/or delivery format subject to change. To enroll call 1-800-818-3434 or email career_training@middlesex.mass.edu

---

**Computer Applications/IT/Personal Enrichment/Culinary Adventures**

**Excel Data Analysis**
Various data analysis tools are available to understand, interpret, and derive conclusions based on the requirements. Data Visualization is also used to examine the data in graphical format, and to obtain additional insight regarding the messages within the data.
- Quick Analysis Tools - Sparklines & Conditional Formatting
- Data Presentation - Charts
- What-if Analysis Formulas - Goal Seek & Scenario Manager & Data Tables
(8 hours) $149
1/25 - 2/15
- 6:00pm - 8:00pm
- Tuesday

Online with Class Meeting Times
Course Number: TEC 786 33
CRN: 20136
Professor: ROMANO

---

**Excel Pivot Tables**
Learn to create Pivot Tables using Data tables, Data Models, Multiple Worksheets and external Data. Analyze
Pivot Tables with filters, Slicers, and Pivot Charts.
(4 hours) $65
3/8 - 3/10
- 6:00pm - 8:00pm
- Tuesday/Thursday

Online with Class Meeting Times
Course Number: TEC 787 33
CRN: 20137
Professor: ROMANO

---

**Intro to Backyard Beekeeping**
This introductory course will give an overview and will prepare you for the excitement and challenges of backyard beekeeping in New England. We will cover bee culture and society, tools and equipment, establishing your first hives, hive management, the harvesting process and potential cash flow streams from bees.
(10 hours) $99
2/17 - 3/17
- 6:00pm - 8:00pm
- Thursday

Online with Class Meeting Times
Course Number: PER 946 30
CRN: 19859
Professor: WEISMAN

---

**Learn How to Apply Your Prom Make-up**
It is time to sparkle and shine and learn how to do your own prom makeup. Learn how to apply products and create a unique look to make your vision a reality. Learn some professional tips that will highlight your best feature and have you looking picture perfect on your special night. This class is designed for anyone going to formal event.
(1.5 hours) $65
3/7
- 5:00pm - 6:30pm
- Monday

Online with Class Meeting Times
Course Number: PER 978 30
CRN: 19932
Professor: HAHN

---

**Italian Cuisine with Top Chef Gina Mustoe**
Have you ever been taught to cook by a Top Chef? Well guess what, now is your time to join Top Chef Amateur Winner Gina Mustoe! She will show you her skillset in the kitchen with her background in Italian cooking! You never know what specialty recipe you will get as part of Gina’s class. Cauliflower pizza, zoodles with turkey meatballs, turkey and cauliflower stuffed peppers, roasted and glazed pork tenderloin and one of my all-time favorites crunch, delicious focaccia bread! Join us in the kitchen! (3 hours) $129
3/2
- 5:00pm - 8:00pm
- Wednesday

Nesmith House, 229 Andover Street, Lowell, MA
Course Number: PER 596 80
CRN: 20112
Professor: MUSTOE

---

**Mother’s Day Brunch**
With May Day and Mother’s Day soon to be upon us, this is the perfect time to start thinking about a versatile meal like brunch! Try French toast as you have never had it before and bruschetta with strawberries and cream. There is something for everyone! Join us in the kitchen! (2 hours) $79
4/28
- 1:00pm - 3:00pm
- Thursday

Nesmith House, 229 Andover Street, Lowell, MA
Course Number: PER 597 80
CRN: 20111
Professor: KIRBY

---

**Springtime Flavor is in the Air**
It’s time to activate our warm weather taste buds with some light healthy recipes that reflect the season. Join us as we lighten up the pasta meal with Pasta Primavera and put a light healthy spin on bread with garlic flatbread! Sample all of our tasty creations at the end of the class! (2 hours) $79
4/7
- 1:00pm - 3:00pm
- Thursday

Nesmith House, 229 Andover Street, Lowell, MA
Course Number: PER 597 80
CRN: 20110
Professor: KIRBY

---

**How to Make a Buttercream Terrazzo Cake**
April showers bring May flowers for this spring time buttercream cake decorating class. You will learn how to make a 3-dimensional terrazzo buttercream flower pot. Spring ahead with this perfect cake centerpiece that will dazzle anyone. No experience is necessary. There will be a supply list provided by the instructor.
(2 hours) $75
4/4
- 4:30pm - 6:30pm
- Monday

Online with Class Meeting Times
Course Number: PER 600 75
CRN: 19993
Professor: SAVINO

---

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434.
Culinary Adventures/Floral Design

Course options and/or delivery format subject to change. To enroll call 1-800-818-3434 or email career_training@middlesex.mass.edu

### Strawberry Inlay Cake Design
In this class you will learn how to make a strawberry inlayed cake design using only fresh ingredients like strawberries, fresh flowers and homemade whip-cream. Once you learn how to make this perfect spring time favorite, you will be using this design for many occasions like birthdays, showers and more! (2 hours) $75

- **CRN:** 19991
- **Lecture:** Bedford campus
- **Building:** Henderson Hall, room 220
- **Course Number:** PER 640 30
- **Professor:** MATTSON
- **3/14** - 4:30pm - 6:30pm
- **Monday**

### Floral Design Classes

#### Intro to Floral Design I
We will cover the principles and elements of Floral Design, as well as fresh flower care and handling. A hands-on workshop will be included in each class session. All flowers, materials, and tools will be provided you can take home each project. While this is more of an educational program, the atmosphere is casual and the material we will work with is lovely. We will use a different combination of florals each week. Topics covered: Harmony and Unity; Proportion and Scale; Rhythm and Emphasis; Balance and Symmetry. Materials fee of $125 total payable to the instructor via cash or check. Ms. Mattson is accredited as an American Institute of Floral Design member. (10 hours) $99

- **CRN:** 18767
- **Lecture:** Bedford campus
- **Building:** Henderson Hall, room 220
- **Course Number:** PER 950 30
- **Professor:** MATTSON
- **3/28 - 4/25**
- **Monday**
- **6:00pm - 8:30pm**

#### Intro to Floral Design II
We will continue to explore the principles and elements of floral design in this 2nd portion of Basic Floral Design using the tools given in Part 1. Students will be shown different techniques applied to floral design and will again have hands on experience using fresh material and interesting supplies. Each week the instructor will focus on a specific theme, principle, or element. The class will then have an opportunity to demonstrate their version of that design. Materials fee of $125 total payable to the instructor via cash or check. Ms. Mattson is accredited as an American Institute of Floral Design member. (10 hours) $99

- **CRN:** 19905
- **Lecture:** Bedford campus
- **Building:** Henderson Hall, room 220
- **Course Number:** PER 783 30
- **Professor:** SAVINO
- **3/7 - 3/17**
- **Monday**
- **6:00pm - 8:30pm**

#### Art of Frosting Basket Weave and Flowers
Things better than homemade frosting decorated in the timeless basket weave design. Turn your frosting basket weave cake into any type of theme, Easter, Christmas, Spring, Autumn even a wedding shower theme. We will be covering all the basic techniques to cake decorating such as frosting a cake, cutting and filling decorating bags. Also you will learn how to make beautiful clusters of frosting roses, daisies, vines and leaves to complete the cake with grace. Everything is provided for in the course fee of $20 due at the first class. Just show up and have fun learning about cake decorating. There will be a supply list provided by the instructor. (2 hours) $75

- **CRN:** 19992
- **Lecture:** Bedford campus
- **Building:** Henderson Hall, room 220
- **Course Number:** PER 674 30
- **Professor:** SAVINO
- **2/28**
- **Monday**
- **4:30pm - 6:30pm**

#### Love & Chocolate Cake
Nothing says I love you more than a Valentine’s Day cake. Give your sweetheart a romantic treat in this fun 3-dimensional fondant cake decorating class. There will be a supply list provided by the instructor. (2 hours) $75

- **CRN:** 19993
- **Lecture:** Bedford campus
- **Building:** Henderson Hall, room 220
- **Course Number:** PER 676 30
- **Professor:** SAVINO
- **2/9**
- **Monday**
- **4:30pm - 6:30pm**

#### Spring Has Sprung Floral Arrangement
Daffodils, Tulips and other flowers are joyful harbingers of the season. Just in time for spring and Easter, learn tips for how to best care for these fresh flowers that you will arrange and take home. This hands on class is low key, geared for beginners, no experience necessary. Enjoy learning while you make something beautiful and you’ll get the bragging rights for doing it yourself. All flowers, tools and materials included. Materials fee of $35 is payable to the instructor at class via cash or check. Ms. Mattson is accredited as an American Institute of Floral Design member. (2.5 hours) $35

- **CRN:** 19994
- **Lecture:** Bedford campus
- **Building:** Henderson Hall, room 220
- **Course Number:** PER 678 30
- **Professor:** SAVINO
- **3/14**
- **Monday**
- **6:00pm - 8:30pm**

---

Community Education and Career Training www.middlesex.mass.edu/careertraining • 1-800-818-3434.
Academic Enrichment
Youth Courses

Mother’s Day Floral Arrangement
Start your Holiday decorating off by joining Given Erwin Florist of Burlington to learn how to make a boxwood tree. This hands-on class is fun and sure to get you in the holiday spirit. We’ll guide you step by step through the process and provide all flowers and material you need. Material fee per student payable to the instructor at the first class is $35. (2 hours) $35
5/2
Bedford campus
Course Number: PER 641 30
6:00pm - 8:00pm Monday
Building: Henderson Hall, room 220
CRN: 18768 Professor: MATTSON

Financial Literacy
Mastering the foundations of financial literacy is the best way to set them up for a life full of healthy financial habits, ensuring their future success. Students at this age may already be familiar with money management concepts like credit or loans and how to use them. But now it’s time to dig deeper and teach about real-world applications of financial choices. In this financial literacy guide for high school students, we cover the following: Understanding your Credit scores and credit reports, Credit Cards, Understanding your paycheck, making a financial plan and loans. (10 hours) $199
3/3 - 3/21
6:00pm - 8:00pm Thursday
Online with Class Meeting Times
Course Number: YTH 812 75 CRN: 20134 Professor: CAMPION

Algebra I Review
These review courses are intended for students entering 7th - 12th grade that would like to strengthen their algebra skills. Content includes the following topics: Simplifying expressions, Definition of like terms, combining like terms, Linear and Polynomial, Solving Linear equations, Graphing Linear equations, Equations of lines, solving linear inequalities, Graphing linear inequalities. Students participating are required to have a solid foundation in Algebra 1. This course will be taught using Blackboard Collaborate. (10 hours) $150
3/30 - 5/4
5:30pm - 7:30pm Wednesday
Online With Class Meeting Times
Course Number: YTH 787 75 CRN: 18164 Professor: WEISMAN

Algebra II Review
These review courses are intended for students entering 7th - 12th grade that would like to strengthen their algebra skills. Instructor will review the concepts, do problems, and answer questions. Content includes the following topics: Systems of equations, Quadratics, Graphing, Factoring, Solving (with and without quadratic Equation), Absolute Value, Radicals. Students participating are required to have a solid foundation in Algebra 1. This course will be taught using Blackboard Collaborate. (10 hours) $150
3/30 - 5/4
5:30pm - 7:30pm Wednesday
Online With Class Meeting Times
Course Number: YTH 787 75 CRN: 18164 Professor: WEISMAN

Creative Writing Career Exploration
This course will introduce students to creative writing as a concentration at MCC and as a career. Students will explore their personality, skills, values, and life goals through journaling and practicing writing fiction, nonfiction, or poetry. This course will include career mapping, writing, and research to formulate a real-world perspective on current jobs in the fields of writing and publishing, and the requirements needed to achieve them. (15 hours) $175
3/7 - 3/18
4:30pm - 7:30pm Monday/Wednesday/Friday
Online with Class Meeting Times
Course Number: YTH 806 75 CRN: 20115 Professor: DURANT

College and Career Readiness
Students in this elective course will take career inventory, explore career interests, research careers, learn about types of colleges, research colleges, understand college admissions process & entrance requirements, and prepare for applying to colleges. (16.5 hours) $189
1/27 - 4/14
3:30pm-5:00pm Thursday
Online with Class Meeting Times
Course Number: YTH 811 30 CRN: 20108 Professor: KHALIFA

Brain Power Wellness for Youth
We use fun, interactive, and challenging games and exercises to help them draw out their inner potential and improve their focus, memory, confidence and manage their emotions. Each class starts with physical activities and has areas that focuses on understanding the body-mind connection. We will teach variety of exercises to tune into the interplay between physical health, focus and emotional well-being. These exercises are research-based brain exercises that are proven to improve the health and achievement of the students. (3 hours) $69
3/10 - 3/24
4:00pm - 5:00pm Thursday
Online with Class Meeting Times
Course Number: YTH 807 75 CRN: 20141 Professor: SHOLEL

Makeup for Beginners
It is never too early to learn the basic principles of good skincare and applying makeup. We will explore how to choose correct colors for your skin tone and appropriate looks for different settings. You will look as great as you feel when you show off your new beauty skills. This course is designed for youth ages 12 and up. (6 hours) $95
2/22 - 2/25
11:00am - 12:30pm Tuesday - Friday
Online With Class Meeting Times
Course Number: YTH 785 30 CRN: 19333 Professor: HAHN

4/19 - 4/22
11:00am - 12:30pm Tuesday - Friday
Online With Class Meeting Times
Course Number: YTH 785 30 CRN:20044 Professor: HAHN

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434.
### Center for Manufacturing

Middlesex Community College partners with the Center for Manufacturing Technology in Woburn, MA to offer manufacturing technology coursework. The Center for Manufacturing Technology is a full service training facility specializing in machine shop training, and offers a curriculum taught by top industry professionals. Students gain hands-on experience using milling, lathe, CMM, grinding machines and CNC milling and turning which are used by today's manufacturers. Your business will benefit from a training program customized especially for your employees by skilled and experienced instructors. Diverse programs, flexible scheduling and employee certification will strengthen the skills of your workforce and improve your bottom line. Classes begin weekly.

**Prerequisites:** A study of signed numbers and the order of operations, powers, laws of exponents, roots, linear equations, point plotting, graph of straight lines and a brief introduction to plane geometry.

**Please note:** Classes begin weekly. All training takes place at Center for Manufacturing Technology, 30 Nashua Street, Woburn.

To learn more, call Lisa Tuzzolo at 978-656-3109, or email tzuzzolo@middlesex.mass.edu.

---

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
<th>Hours</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intro to General Machine Shop Practices</td>
<td>BIN 601 94</td>
<td>14498</td>
<td>$7,350</td>
</tr>
<tr>
<td>Manufacturing Best Practices for Success</td>
<td>BIN 602 94</td>
<td>14501</td>
<td>$8,810</td>
</tr>
<tr>
<td>Manufacturing Best Practices for Success</td>
<td>BIN 603 94</td>
<td>14502</td>
<td>$2,200</td>
</tr>
<tr>
<td>Basic Blueprint Reading</td>
<td>BIN 604 94</td>
<td>14503</td>
<td>$4,200</td>
</tr>
<tr>
<td>Introduction to Inspection Practices</td>
<td>BIN 605 94</td>
<td>14504</td>
<td>$2,220</td>
</tr>
<tr>
<td>MasterCam 2D Entry Level</td>
<td>BIN 606 94</td>
<td>14505</td>
<td>$3,400</td>
</tr>
<tr>
<td>MasterCam 3D Entry Level</td>
<td>BIN 607 94</td>
<td>14506</td>
<td>$6,810</td>
</tr>
<tr>
<td>OSHA 30 General Industry</td>
<td>BIN 608 94</td>
<td>14507</td>
<td>$975</td>
</tr>
<tr>
<td>OSHA 10 General Industry</td>
<td>BIN 609 94</td>
<td>14508</td>
<td>$325</td>
</tr>
</tbody>
</table>

---

Course options and/or delivery format subject to change. To enroll call 1-800-818-3434 or email career_training@middlesex.mass.edu.
Online Professional Development Classes

Ed2Go & MindEdge
MCC’s partnership offers fully online interactive and affordable courses to offer professional development experiences for students. Running about six weeks, students earn a certificate of completion and strengthen their knowledge and skills in topics such as business, computer applications, writing and more.

Ed2Go courses include
Personal & Professional Development 24-hour classes include:
- Accounting and Finance
- Computer Applications
- Language Arts
- Photography
- Programming
- Healthcare
- Writing
- Information Technology and many more

Career Training Programs - Most popular programs include:
- Veterinary Assistant
- Medical Coding and Billing
- Certified Bookkeeper
- Administrative Assistant
...and more

Ed2go classes are not eligible for tuition waivers.
To register or learn more, visit www.ed2go.com/mcc or call 781-280-3663.

MindEdge courses include
- Data Analytics
- HR Management
- Project Management
- Management and Leadership
- Information Technology

MindEdge classes are not eligible for tuition waivers.
To register or learn more, visit https://catalog.mindedge.com/mcc or call 781-280-3663.

CPR Certification

BLC Healthcare Provider Level course provides 2-year certification, appropriate healthcare professionals and also meets the requirements of all MCC Health Programs. Taught at PrideStar EMS, Lowell MA.
Cost is $50 and includes online course and skills session.

January 8, 10am at PRIDESTar EMS
February 12, 10am at PRIDESTar EMS
March 12, 10am at PRIDESTar EMS
April 9, 10am at PRIDESTar EMS
May 14, 10am at PRIDESTar EMS
June 11, 10am at PRIDESTar EMS
July 9, 10am at PRIDESTar EMS
August 13, 10am at PRIDESTar EMS
September 10, 10am at PRIDESTar EMS
October 8, 10am at PRIDESTar EMS
November 12, 10am at PRIDESTar EMS
December 10, 10am at PRIDESTar EMS

To register for the skills session
https://pridestarems.enrollware.com/schedule
click tab “AHA Heartcode BLS CPR & Skill Session.
Once registered, the online course will be sent directly to participant.
For more information call 978-441-0911.

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434.
To Register For Classes
Registration and Payment Information for Community Education and Training. This details info for Community Education courses only. Credit program registration and refunds please call 1-800-818-3434.

All Community Education students must register before the class start. Payment is due upon enrollment. Students will not be permitted to attend the first class without prior registration. Please provide a valid e-mail address, home address, date of birth, and phone number upon enrollment.

Students are solely responsible and obligated for the timely and complete payment of their student account, regardless of any reliance on third-party resources, including but not limited to family gifts, employer reimbursement or any other external resource.

How to Register for Noncredit Courses
Call the MCC Enrollment Center at 1-800-818-3434 or email career_training@middlesex.mass.edu

If you have an issue reaching an enrollment representative in a timely manner, complete the fillable registration link below.

Registration form for Community Education classes: https://middlesexcc.tfaforms.net/T/ communityeducationregistrationform

The above form is Community Education classes only. For all credit classes email Studentaccounts@middlesex.mass.edu

Third Party Invoice or Employer Billing
If your employer would like to be invoiced by MCC for your tuition/fees for any noncredit course, please provide the following billing information upon enrollment: Company Name, Company Representative Name, Company Address, Company Phone, and Company Rep Email. MCC will invoice the employer directly. Note: Ultimately, students will be solely responsible and obligated for the timely and complete payment of their student account, regardless of any reliance on third-party resources, including but not limited to family gifts, employer reimbursement or any other external resource.

Tuition Waivers for Commonwealth of Massachusetts Employees
Commonwealth of Massachusetts employees with approved tuition waivers, tuition remission, or tuition vouchers may register for the approved noncredit course with MCC’s enrollment center 1-800-818-3434. Tuition waivers, tuition remission, or tuition vouchers do not apply to special programs, online courses or as indicated certain course descriptions/community education web page. Individuals with tuition waivers are responsible for the cost of all materials, fees, supplies and/or books. Tuition waiver forms are obtained within your agency HR department. Completed/approved tuition waivers MUST be applied to your student account by submitting the approved waiver form to the MCC’s Student Accounts/Bursar Office. Please submit the approved tuition waiver to MCC student accounts office 7-10 days prior to the course start date. Studentaccounts@middlesex.mass.edu

Noncredit Enrollment Records
Noncredit courses, workshops and programs are designed for educational, vocational and specialized interests for personal and professional reasons. No academic credit is earned. The college does not maintain a permanent or official record for noncredit enrollment. MCC can provide an attendance confirmation letter only during the term/semester that the course is taken. Students should contact 781-280-3683 or fill out request form.

ADA statement
Any person with a disability needing accommodations, assistance, or auxiliary communication aids or services to participate in programs or activities of Middlesex Community College please contact support services.

Refunds
When a student drops or withdraws from a course processing, instructional and other costs must still be met by the college. Therefore, refunds and the official withdrawal policy for Community Education & Training noncredit courses is listed below. If the course is cancelled by MCC, a 100% refund is made. Refunds are processed by our MCC student accounts office. Please allow 7-10 business days for processing refunds. This refund policy applies to Corporate and Community Education noncredit courses only. For information regarding refunds email studentaccounts@middlesex.mass.edu

Community Education Course Drop/Withdrawal policy
Course withdrawal schedule/refund policy below for Community Education and Training noncredit courses coded CAR, HLT, TEC, PER, MIL.

Transfers are not accepted after the class start date.

Unless otherwise noted, all Community Education Classes Coded HLT, CAR, TEC, PER:
• 5 or more business days prior to start of course 100% refund
• Less than 5 business days prior to start of the course 50% of tuition
• Class start Date of After course begins $0

Refunds for Special Programs:
Local Anesthesia Certification for Registered Dental Hygienists, Nurse Assistant/HHA Training, Pharmacy Technician, SHRM HR partnership classes, College for Kids summer programs.

As stated in student Memo of Understanding or Community Education course web page.

College for Kids Summer Youth Programs:
• 30 or more days prior to start date 100% refund less a $15 processing fee
• Less than 30 days prior to start date 50% refund less a $15 processing fee
• Start date or thereafter 0

If MCC cancels the college for kids program you will get full refund with no processing fee’s charged. Questions on College for Kids refund policy email collegeforkids@middlesex.mass.edu

Course Drop or Withdrawal:
Students MUST notify Middlesex CC by calling 1-800-818-3434 or Email: Career_Training@middlesex.mass.edu

Program instructors are not responsible for reporting decisions to withdraw. Lack of attendance, course abandonment or failure to make or complete payment does not constitute official course withdrawal and students will be charged for the course. This applies to all Community Education online and on-campus classes. Refunds are processed according to the above schedule.

Course Cancellations by MCC
Courses are sometimes cancelled. We try to notify people as best we can as long as we have appropriate contact information from our enrollment center. When circumstances permit, we provide a telephone or email notification of a course cancellation to each student. 3-5 days prior to the course start date. A 100 % refund will be issued within 7 -10 business days if a noncredit class is cancelled by Middlesex Community College. Questions on refund process contact student accounts at 781-280-3684 or email studentaccounts@middlesex.mass.edu

Weather-Related On Campus Class/Event Cancellations
Notification of cancelled classes at Middlesex Community College are broadcast over the following AM radio stations: WRKO-680, WCAP-980; WBZ-1030. Announcements are also made at the MCC website, television channels 4,5,7, FOX and at 1-800-818-3434 or https://www.middlesex.mass.edu/winter/.

Please note that a delayed campus opening indicates a 9:30am start.
Applying is Easy

- Scan the QR code or go to https://mymcc.force.com/apply/ for our free online application.
- It only takes 10 minutes to apply, even on your phone!
- Admission letters can be viewed the same day for most programs.
- Admission to a program requires a high school diploma, GED or HiSET.
- There is no GPA or SAT score requirement or deadline to apply.

Placing in English and Math

- High school seniors should send a mid-year or final transcript to admissions@middlesex.mass.edu.
- Recent grads with a 2.7 GPA can enroll directly into college-level courses.
- Recent grads can also use SAT scores, ACT scores or previous college courses.
- You can also place by Guided Self-Placement. For more information go to: https://www.middlesex.mass.edu/studentassessment/ or email placement@middlesex.mass.edu.

Registering for Classes

- Once placement is complete you’re ready to register for classes.
- Go to www.middlesex.mass.edu/advising/ to meet with an Academic Advisor.

Paying for College

- Scan the Financial Aid QR code or go to https://www.middlesex.mass.edu/financialaid/ to learn about financial aid.
- Scan the Student Accounts QR code or go to https://www.middlesex.mass.edu/studentaccounts/ to learn about tuition & fees, payment options and online financial services.
Major Programs of Study

Associate Degree Programs

Accounting
Aviation Maintenance Technology - Liberal Studies
Biology Transfer
Biotechnology Technician
Business Administration
  • Career
  • Entrepreneurship
  • Transfer
Chemistry Transfer
Communication
  • Career
  • Transfer
Computer Science Transfer
Computer Science Transfer - Secure Software Development
Creative Writing Concentration
Criminal and Social Justice
Culinary Arts - Business Administration
  *Dental Assisting
  *Dental Hygiene
  *Dental Laboratory Technology
  *Diagnostic Medical Sonography
Digital Forensics
Early Childhood Education and Transfer
Elementary Education Transfer - Liberal Arts & Science
Engineering Science Transfer
  • Biomedical Engineering Concentration
  • Chemical Engineering Concentration
  • Civil/Environmental Engineering Concentration
  • Electrical and Computer Concentration
  • Mechanical Engineering Concentration
Engineering Technology - Computer Aided Design
Fashion Merchandising
Fine and Performing Arts
  • Fine Arts - Liberal Arts & Science
  • Music - Liberal Arts & Science
  • Theater - Liberal Arts & Science
Fire Protection and Safety Technology
Graphic Design
Health Care Administration
History, Politics and Global Studies
Hospitality Management
Human Services
Human Services Transfer
IT Cybersecurity
IT Networking and User Support
Liberal Arts and Sciences
Literature Concentration
Mathematics Transfer
  *Medical Assisting
  *Medical Laboratory Technician
  *Nursing - Day
  *Nursing - Evening
Office Systems and Administration
Paralegal Studies
  • Career
  • Transfer
Performing Arts
  • Music - Liberal Studies
  • Theatre - Liberal Studies
Psychology Concentration
  *Radiologic Technology
Studio Art - Liberal Studies
World Languages - Liberal Arts & Science

Certificate Programs

Addictions Counselor Program
Arts Administration
Biotechnology Technician
Computerized Accounting
Culinary Arts
  *Dental Assisting
  *Dental Laboratory Technology
  *Digital Forensics
Direct Support in Human Services
Early Childhood Education Assistant Teacher Certificate
  *Early Childhood Education Leadership Certificate
Engineering Technology - Computer Aided Design
Engineering Technology - Precision Machining
Graphic Design
Hospitality Management
  *IT Advanced Cybersecurity Operations Certificate
IT Cybersecurity Operations Certificate
IT Networking and User Support Certificate
Launch Your Business Now
  *Medical Assisting
  *Medical Billing and Coding
  *Paralegal Studies
  *Phlebotomy
Studio Art
Technical Theatre
Travel Services Management

Programs with an asterisk (*) indicate additional admission requirements
Note: Please visit https://catalog.middlesex.mass.edu/content.php?catoid=24&navoid=2190 for further information on programs and to review academic maps
Course options and/or delivery format subject to change. Please visit www.middlesex.mass.edu for an up-to-date listing of offerings, email registrar@middlesex.mass.edu or call 1-800-818-3434 to speak with an Enrollment Counselor.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 103</td>
<td>Public Speaking and Professional Presentations</td>
<td>EDU 252</td>
<td>Administration of Early Childhood Program</td>
</tr>
<tr>
<td>COM 104</td>
<td>Message Design</td>
<td>EGR 101</td>
<td>Intro to Engineering</td>
</tr>
<tr>
<td>COM 106</td>
<td>Film and Society</td>
<td>EGR 211</td>
<td>Strength of Materials</td>
</tr>
<tr>
<td>COM 110</td>
<td>Screenwriting</td>
<td>EGR 212</td>
<td>Dynamics</td>
</tr>
<tr>
<td>COM 115</td>
<td>Intro to Human Communication</td>
<td>EGR 213</td>
<td>Materials Science for Engineer</td>
</tr>
<tr>
<td>COM 116</td>
<td>Interpersonal Communication</td>
<td>EGR 214</td>
<td>Thermodynamics</td>
</tr>
<tr>
<td>COM 121</td>
<td>Intro to Video Production</td>
<td>EGR 216</td>
<td>Logic Design</td>
</tr>
<tr>
<td>COM 125</td>
<td>Social Media</td>
<td>EGR 261</td>
<td>Electric Circuits Theory II</td>
</tr>
<tr>
<td>COM 127</td>
<td>Intro to Crisis Communications</td>
<td>ELL 054</td>
<td>ELL Reading &amp; Writing I</td>
</tr>
<tr>
<td>COM 143</td>
<td>Race, Class, &amp; Gender</td>
<td>ELL 055</td>
<td>ELL Reading &amp; Writing II</td>
</tr>
<tr>
<td>COM 150</td>
<td>Intro to Journalism</td>
<td>ELL 074</td>
<td>Grammar and Editing I</td>
</tr>
<tr>
<td>COM 222</td>
<td>Communication Internship</td>
<td>ELL 075</td>
<td>Grammar and Editing II</td>
</tr>
<tr>
<td>COM 223</td>
<td>Communication Internship</td>
<td>EMT 100</td>
<td>Emergency Medical Tech-Basic</td>
</tr>
<tr>
<td>COM 292</td>
<td>U.S. History Through Film: Honors</td>
<td>ENG 092</td>
<td>Reading, Writing, and Reasoning</td>
</tr>
<tr>
<td>CRJ 111</td>
<td>Intro to Criminal Justice</td>
<td>ENG 101</td>
<td>English Composition I</td>
</tr>
<tr>
<td>CRJ 112</td>
<td>Criminal Law</td>
<td>ENG 102</td>
<td>English Composition II</td>
</tr>
<tr>
<td>CRJ 153</td>
<td>Law, Justice and Society</td>
<td>ENG 109</td>
<td>Critical Thinking</td>
</tr>
<tr>
<td>CRJ 231</td>
<td>Principles of Correction</td>
<td>ENG 113</td>
<td>Classics Of Children’s Literature</td>
</tr>
<tr>
<td>CRJ 241</td>
<td>Criminal Investigation/Rep Writing</td>
<td>ENG 117</td>
<td>History Of Theater</td>
</tr>
<tr>
<td>CSC 101</td>
<td>Intro To Computer Science</td>
<td>ENG 118</td>
<td>Modern Drama</td>
</tr>
<tr>
<td>CSC 151</td>
<td>Programming I</td>
<td>ENG 125</td>
<td>Literature Of Protest And Hope</td>
</tr>
<tr>
<td>CSC 156</td>
<td>Operating Systems Basics and Security</td>
<td>ENG 141</td>
<td>Modern World Literature</td>
</tr>
<tr>
<td>CSC 170</td>
<td>Digital Forensics I</td>
<td>ENG 143</td>
<td>British Literature Survey</td>
</tr>
<tr>
<td>CSC 188</td>
<td>Intro to Computer Security</td>
<td>ENG 150</td>
<td>Creative Writing I</td>
</tr>
<tr>
<td>CSC 202</td>
<td>Computer Org/Assembly Language</td>
<td>ENG 151</td>
<td>Creative Writing &amp; Publishing</td>
</tr>
<tr>
<td>CSC 252</td>
<td>Programming II</td>
<td>ENG 156</td>
<td>Reading &amp; Writing Poetry</td>
</tr>
<tr>
<td>CSC 255</td>
<td>Programming III</td>
<td>ENG 161</td>
<td>Modern American Literature</td>
</tr>
<tr>
<td>CSC 258</td>
<td>Data Structures</td>
<td>ENG 170</td>
<td>Crime and Punishment in Literature</td>
</tr>
<tr>
<td>CSC 272</td>
<td>Digital Forensics II</td>
<td>ENG 185</td>
<td>The Short Story</td>
</tr>
<tr>
<td>CSC 289</td>
<td>Secure Programming</td>
<td>ENG 190</td>
<td>The Graphic Novel</td>
</tr>
<tr>
<td>DAN 101</td>
<td>Introduction To Modern Dance</td>
<td>ENG 200</td>
<td>Creative Writing II</td>
</tr>
<tr>
<td>DAN 102</td>
<td>Jazz Dance</td>
<td>ENV 103</td>
<td>The Age of Dinosaurs</td>
</tr>
<tr>
<td>DAN 106</td>
<td>Introduction to Tap</td>
<td>ENV 108</td>
<td>Renewable Energy</td>
</tr>
<tr>
<td>DAN 108</td>
<td>Hip Hop Dance</td>
<td>ENV 110</td>
<td>Introduction to Ocean and Marine Biology</td>
</tr>
<tr>
<td>DAS 098</td>
<td>Preventative Dentistry Lab</td>
<td>ENV 115</td>
<td>Environmental Studies</td>
</tr>
<tr>
<td>DAS 099</td>
<td>Dental Asst Open Lab</td>
<td>ENV 121</td>
<td>Coral Reef Ecology</td>
</tr>
<tr>
<td>DAS 103</td>
<td>Dental Materials &amp; Procedures</td>
<td>ENV 131</td>
<td>Environmental Science with Lab</td>
</tr>
<tr>
<td>DLT 099</td>
<td>DLT Open Lab</td>
<td>ETH 101</td>
<td>Ethics And Society</td>
</tr>
<tr>
<td>DLT 130</td>
<td>Removable Dental Prosthetics I</td>
<td>ETH 102</td>
<td>Business Ethics</td>
</tr>
<tr>
<td>DLT 140</td>
<td>Fixed Dental Prosthetics I</td>
<td>ETH 103</td>
<td>Ethics and Technology</td>
</tr>
<tr>
<td>DLT 240</td>
<td>DLT Specialty Practicum</td>
<td>ETH 105</td>
<td>Intro To Bioethics</td>
</tr>
<tr>
<td>ECO 120</td>
<td>Economics&amp;Mgmt in Tech Industr</td>
<td>FPS 150</td>
<td>Hazardous Materials</td>
</tr>
<tr>
<td>ECO 140</td>
<td>Principles of Macroeconomics</td>
<td>FPS 152</td>
<td>Fire Protection Systems And Equipment</td>
</tr>
<tr>
<td>ECO 150</td>
<td>Principles of Microeconomics</td>
<td>FPS 153</td>
<td>Building Construction For Fire</td>
</tr>
<tr>
<td>EDU 100</td>
<td>Intro to Early Childhood Education</td>
<td>FPS 200</td>
<td>Fire Arson Investigation</td>
</tr>
<tr>
<td>EDU 101</td>
<td>Curriculum In Early Childhood Programs</td>
<td>FPS 201</td>
<td>Fire Company Officership</td>
</tr>
<tr>
<td>EDU 102</td>
<td>Child Guidance and Classroom Management</td>
<td>GGY 120</td>
<td>World Geography</td>
</tr>
<tr>
<td>EDU 103</td>
<td>Infant and Toddler Care and Program Planning</td>
<td>GOV 110</td>
<td>Comparative Government</td>
</tr>
<tr>
<td>EDU 104</td>
<td>Exceptional Learners</td>
<td>GOV 120</td>
<td>American Government</td>
</tr>
<tr>
<td>EDU 109</td>
<td>Supervised Pract and Seminar-ATC</td>
<td>HST 121</td>
<td>US History Through 1876</td>
</tr>
<tr>
<td>EDU 122</td>
<td>Child Growth and Development</td>
<td>HST 122</td>
<td>US History After 1876</td>
</tr>
<tr>
<td>EDU 150</td>
<td>Discover Teaching</td>
<td>HST 130</td>
<td>History World Cw Before 1500</td>
</tr>
<tr>
<td>EDU 153</td>
<td>Planning Programs And Environments For Children</td>
<td>HST 131</td>
<td>History World Cw After 1500</td>
</tr>
<tr>
<td>EDU 154</td>
<td>Health, Safety, and Nutrition In Early Childhood Education</td>
<td>HST 290</td>
<td>World Cultures: Honors Seminar</td>
</tr>
<tr>
<td>EDU 251</td>
<td>Supervised Practicum &amp; Seminar</td>
<td>HST 292</td>
<td>U.S. History Through Film: Honors</td>
</tr>
</tbody>
</table>

Course options and/or delivery format subject to change. Please visit www.middlesex.mass.edu for an up-to-date listing of offerings, email registrar@middlesex.mass.edu or call 1-800-818-3434 to speak with an Enrollment Counselor.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 102</td>
<td>Intro To The Humanities</td>
<td>LAN 152</td>
</tr>
<tr>
<td>HUM 104</td>
<td>Myths</td>
<td>LAN 171</td>
</tr>
<tr>
<td>HUM 143</td>
<td>Race, Class, &amp; Gender</td>
<td>LAN 172</td>
</tr>
<tr>
<td>HUM 290</td>
<td>World Cultures: Honors Seminar</td>
<td>LAN 175</td>
</tr>
<tr>
<td>HUS 101</td>
<td>Intro to Human Services</td>
<td>LAN 176</td>
</tr>
<tr>
<td>HUS 151</td>
<td>Counseling Theory/Process</td>
<td>LAN 181</td>
</tr>
<tr>
<td>HUS 152</td>
<td>Current Issues Human Services</td>
<td>LAN 182</td>
</tr>
<tr>
<td>HUS 153</td>
<td>Supervised Field Placement Seminar I</td>
<td>LAN 183</td>
</tr>
<tr>
<td>HUS 154</td>
<td>Supervised Field Placement Seminar II</td>
<td>LAN 184</td>
</tr>
<tr>
<td>HUS 200</td>
<td>Intro to Counseling Skills</td>
<td>LAN 185</td>
</tr>
<tr>
<td>IDS 101</td>
<td>General Education Seminar: First-Year Experience</td>
<td>LAN 186</td>
</tr>
<tr>
<td>IDS 102</td>
<td>General Education Seminar: Service Learning</td>
<td>LAN 191</td>
</tr>
<tr>
<td>IDS 103</td>
<td>General Education Seminar: Leadership</td>
<td>LAN 192</td>
</tr>
<tr>
<td>IDS 106</td>
<td>General Education Seminar: Career Exploration</td>
<td>LAN 203</td>
</tr>
<tr>
<td>IDS 107</td>
<td>General Education Seminar: Career Readiness</td>
<td>LAN 204</td>
</tr>
<tr>
<td>IDS 108</td>
<td>General Education Seminar: Wellness</td>
<td>LAN 205</td>
</tr>
<tr>
<td>IDS 109</td>
<td>General Education Seminar: Wicked Problems</td>
<td>LAN 206</td>
</tr>
<tr>
<td>IDS 110</td>
<td>General Education Seminar: The Choices We Make</td>
<td>LAN 211</td>
</tr>
<tr>
<td>IDS 117</td>
<td>Entrepreneurial Thinking</td>
<td>LAN 212</td>
</tr>
<tr>
<td>IDS 119</td>
<td>General Education Seminar: Diversity Summit</td>
<td>LAN 213</td>
</tr>
<tr>
<td>IDS 120</td>
<td>General Education Seminar: Money Matters</td>
<td>LAN 214</td>
</tr>
<tr>
<td>IDS 121</td>
<td>General Education Seminar: Digital Literacy</td>
<td>LAN 217</td>
</tr>
<tr>
<td>IDS 122</td>
<td>Early Childhood Field Placement I</td>
<td>LAN 218</td>
</tr>
<tr>
<td>IDS 123</td>
<td>Early Childhood Field Placement II</td>
<td>LAN 221</td>
</tr>
<tr>
<td>IDS 131</td>
<td>Business Career Exploration</td>
<td>LAN 222</td>
</tr>
<tr>
<td>IDS 132</td>
<td>Health Career Exploration</td>
<td>LAN 223</td>
</tr>
<tr>
<td>IDS 133</td>
<td>Public Service Career Exploration</td>
<td>LAN 224</td>
</tr>
<tr>
<td>IDS 152</td>
<td>Rehearsal and Performance</td>
<td>LAN 225</td>
</tr>
<tr>
<td>IDS 153</td>
<td>Rehearsal and Performance</td>
<td>LAN 226</td>
</tr>
<tr>
<td>IEI 090</td>
<td>High-Intermediate Intensive English</td>
<td>LAN 232</td>
</tr>
<tr>
<td>IEI 095</td>
<td>Advanced Intensive English</td>
<td>LAN 233</td>
</tr>
<tr>
<td>ITC 101</td>
<td>IT Support</td>
<td>LAN 251</td>
</tr>
<tr>
<td>ITC 111</td>
<td>Scripting for Security</td>
<td>LAN 252</td>
</tr>
<tr>
<td>ITC 221</td>
<td>Database Systems and Security</td>
<td>LAN 255</td>
</tr>
<tr>
<td>ITC 240</td>
<td>Ethical Hacking</td>
<td>LAN 281</td>
</tr>
<tr>
<td>ITC 281</td>
<td>Cybersecurity I</td>
<td>LAN 282</td>
</tr>
<tr>
<td>ITC 290</td>
<td>IT Internship</td>
<td>LAN 285</td>
</tr>
<tr>
<td>LAN 103</td>
<td>Modern Hebrew 1 and Culture</td>
<td>LAN 286</td>
</tr>
<tr>
<td>LAN 104</td>
<td>Hindi 1 and North Indian Culture</td>
<td>LGL 101</td>
</tr>
<tr>
<td>LAN 106</td>
<td>Mod Hebrew 2 and Israeli Culture</td>
<td>LGL 102</td>
</tr>
<tr>
<td>LAN 107</td>
<td>Korean 1 and Culture</td>
<td>LGL 153</td>
</tr>
<tr>
<td>LAN 111</td>
<td>French 1 and Culture</td>
<td>MAS 101</td>
</tr>
<tr>
<td>LAN 112</td>
<td>French 2 and Culture</td>
<td>MAS 121</td>
</tr>
<tr>
<td>LAN 121</td>
<td>German 1 and Culture</td>
<td>MAS 122</td>
</tr>
<tr>
<td>LAN 122</td>
<td>German 2 and Culture</td>
<td>MAS 123</td>
</tr>
<tr>
<td>LAN 131</td>
<td>Japanese 1 and Culture</td>
<td>MAS 150</td>
</tr>
<tr>
<td>LAN 132</td>
<td>Japanese 2 and Culture</td>
<td>MAS 151</td>
</tr>
<tr>
<td>LAN 136</td>
<td>Classical and Ancient Greek I</td>
<td>MAT 001</td>
</tr>
<tr>
<td>LAN 141</td>
<td>Portuguese 1 and Culture</td>
<td>MAT 002</td>
</tr>
<tr>
<td>LAN 142</td>
<td>Portuguese 2 and Culture</td>
<td>MAT 003</td>
</tr>
<tr>
<td>LAN 145</td>
<td>Modern Greek 1 and Culture</td>
<td>MAT 004</td>
</tr>
<tr>
<td>LAN 146</td>
<td>Modern Greek 2 and Culture</td>
<td>MAT 007</td>
</tr>
<tr>
<td>LAN 151</td>
<td>Spanish 1 and Culture</td>
<td>MAT 120</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MAT 130</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MAT 131</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MAT 165</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>MAT 177</td>
<td>Statistics</td>
<td></td>
</tr>
<tr>
<td>MAT 182</td>
<td>Precal for Business and Social Science</td>
<td></td>
</tr>
<tr>
<td>MAT 195</td>
<td>Precalc for Engineering and Science</td>
<td></td>
</tr>
<tr>
<td>MAT 196</td>
<td>Accelerated Precalculus and Trigonometry for</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Engineering and Science</td>
<td></td>
</tr>
<tr>
<td>MAT 201</td>
<td>Math Research</td>
<td></td>
</tr>
<tr>
<td>MAT 202</td>
<td>Math Research II</td>
<td></td>
</tr>
<tr>
<td>MAT 203</td>
<td>Math Research III</td>
<td></td>
</tr>
<tr>
<td>MAT 204</td>
<td>Math Research IV</td>
<td></td>
</tr>
<tr>
<td>MAT 250</td>
<td>Discrete Math</td>
<td></td>
</tr>
<tr>
<td>MAT 290</td>
<td>Calculus I For Engineering and Science</td>
<td></td>
</tr>
<tr>
<td>MAT 291</td>
<td>Calculus II For Engineering and Science</td>
<td></td>
</tr>
<tr>
<td>MAT 292</td>
<td>Calculus III For Engineering and Science</td>
<td></td>
</tr>
<tr>
<td>MAT 296</td>
<td>Linear Algebra II</td>
<td></td>
</tr>
<tr>
<td>MAT 298</td>
<td>Differential Equations</td>
<td></td>
</tr>
<tr>
<td>MLT 098</td>
<td>MLT Boot Camp</td>
<td></td>
</tr>
<tr>
<td>MLT 151</td>
<td>Urinalysis and Body Fluids</td>
<td></td>
</tr>
<tr>
<td>MLT 152</td>
<td>Urinalysis Practicum</td>
<td></td>
</tr>
<tr>
<td>MLT 153</td>
<td>Immunology and Serology</td>
<td></td>
</tr>
<tr>
<td>MLT 205</td>
<td>Clinical Chemistry Practicum</td>
<td></td>
</tr>
<tr>
<td>MLT 251</td>
<td>Immunohematology Theory/ Lab</td>
<td></td>
</tr>
<tr>
<td>MLT 252</td>
<td>Hematology Practicum</td>
<td></td>
</tr>
<tr>
<td>MLT 253</td>
<td>Medical Microbiology Practicum</td>
<td></td>
</tr>
<tr>
<td>MLT 254</td>
<td>MLT Seminar</td>
<td></td>
</tr>
<tr>
<td>MUS 101</td>
<td>Music Appreciation</td>
<td></td>
</tr>
<tr>
<td>MUS 102</td>
<td>World Music</td>
<td></td>
</tr>
<tr>
<td>MUS 103</td>
<td>Intro to American Music</td>
<td></td>
</tr>
<tr>
<td>MUS 106</td>
<td>Intro to the Music Business</td>
<td></td>
</tr>
<tr>
<td>MUS 110</td>
<td>Music Theory I</td>
<td></td>
</tr>
<tr>
<td>MUS 120</td>
<td>Intro to Music Technology</td>
<td></td>
</tr>
<tr>
<td>MUS 130</td>
<td>Applied Piano For Beginners</td>
<td></td>
</tr>
<tr>
<td>MUS 131</td>
<td>Applied Guitar for Beginners</td>
<td></td>
</tr>
<tr>
<td>MUS 132</td>
<td>Voice I</td>
<td></td>
</tr>
<tr>
<td>MUS 134</td>
<td>World Drumming</td>
<td></td>
</tr>
<tr>
<td>MUS 160</td>
<td>Music Theory II</td>
<td></td>
</tr>
<tr>
<td>MUS 170</td>
<td>Music Technology II</td>
<td></td>
</tr>
<tr>
<td>MUS 182</td>
<td>Voice II</td>
<td></td>
</tr>
<tr>
<td>MUS 184</td>
<td>World Drumming II</td>
<td></td>
</tr>
<tr>
<td>NST 121</td>
<td>Computing System Fundamentals</td>
<td></td>
</tr>
<tr>
<td>NST 181</td>
<td>Networking I</td>
<td></td>
</tr>
<tr>
<td>NST 231</td>
<td>Networking II</td>
<td></td>
</tr>
<tr>
<td>PAR 102</td>
<td>Litigation</td>
<td></td>
</tr>
<tr>
<td>PAR 110</td>
<td>Legal Research and Writing</td>
<td></td>
</tr>
<tr>
<td>PAR 131</td>
<td>Computer Applications For Paralegals</td>
<td></td>
</tr>
<tr>
<td>PAR 133</td>
<td>Criminal Law for the Paralegal</td>
<td></td>
</tr>
<tr>
<td>PAR 134</td>
<td>Family Law</td>
<td></td>
</tr>
<tr>
<td>PAR 135</td>
<td>Real Estate Law</td>
<td></td>
</tr>
<tr>
<td>PAR 199</td>
<td>Paralegal Internship</td>
<td></td>
</tr>
<tr>
<td>PAR 210</td>
<td>Legal Research and Writing II</td>
<td></td>
</tr>
<tr>
<td>PHL 101</td>
<td>Introduction to Philosophy</td>
<td></td>
</tr>
<tr>
<td>PHY 105</td>
<td>Astronomy</td>
<td></td>
</tr>
<tr>
<td>PHY 151</td>
<td>Physics I</td>
<td></td>
</tr>
<tr>
<td>PHY 152</td>
<td>Physics II</td>
<td></td>
</tr>
<tr>
<td>PHY 171</td>
<td>Physics For Engineering And Science I</td>
<td></td>
</tr>
<tr>
<td>PHY 172</td>
<td>Physics For Engineering And Science II</td>
<td></td>
</tr>
<tr>
<td>PHY 173</td>
<td>Physics For Engineering And Science III</td>
<td></td>
</tr>
<tr>
<td>PSY 101</td>
<td>Introduction to Psychology</td>
<td></td>
</tr>
<tr>
<td>PSY 120</td>
<td>Child Psychology</td>
<td></td>
</tr>
<tr>
<td>PSY 123</td>
<td>Developmental Disabilities</td>
<td></td>
</tr>
<tr>
<td>PSY 125</td>
<td>Psychology of Success</td>
<td></td>
</tr>
<tr>
<td>PSY 127</td>
<td>Human Sexuality</td>
<td></td>
</tr>
<tr>
<td>PSY 138</td>
<td>Research Methods</td>
<td></td>
</tr>
<tr>
<td>PSY 150</td>
<td>Abnormal Psychology</td>
<td></td>
</tr>
<tr>
<td>PSY 151</td>
<td>Psychology of Personality</td>
<td></td>
</tr>
<tr>
<td>PSY 157</td>
<td>Cognitive Psychology</td>
<td></td>
</tr>
<tr>
<td>PSY 160</td>
<td>Interpersonal Relations I</td>
<td></td>
</tr>
<tr>
<td>PSY 171</td>
<td>Social Psychology</td>
<td></td>
</tr>
<tr>
<td>SCI 122</td>
<td>Integrated Science - Biological Sciences</td>
<td></td>
</tr>
<tr>
<td>SCI 130</td>
<td>Forensic Science</td>
<td></td>
</tr>
<tr>
<td>SCI 201</td>
<td>STEM Research I</td>
<td></td>
</tr>
<tr>
<td>SCI 202</td>
<td>STEM Research II</td>
<td></td>
</tr>
<tr>
<td>SCI 203</td>
<td>STEM Research III</td>
<td></td>
</tr>
<tr>
<td>SCI 204</td>
<td>STEM Research IV</td>
<td></td>
</tr>
<tr>
<td>SOC 101</td>
<td>Introduction to Sociology</td>
<td></td>
</tr>
<tr>
<td>SOC 106</td>
<td>Food and Sustainability</td>
<td></td>
</tr>
<tr>
<td>SOC 118</td>
<td>Multicultural Communications</td>
<td></td>
</tr>
<tr>
<td>SOC 143</td>
<td>Race, Class, &amp; Gender</td>
<td></td>
</tr>
<tr>
<td>SOC 150</td>
<td>Sociology of the Family</td>
<td></td>
</tr>
<tr>
<td>SOC 154</td>
<td>Criminology</td>
<td></td>
</tr>
<tr>
<td>SOC 290</td>
<td>World Cultures: Honors Seminar</td>
<td></td>
</tr>
<tr>
<td>SOC 294</td>
<td>Globalization Honors Seminar</td>
<td></td>
</tr>
<tr>
<td>THE 101</td>
<td>Introduction to Acting</td>
<td></td>
</tr>
<tr>
<td>THE 108</td>
<td>Audition Workshop</td>
<td></td>
</tr>
<tr>
<td>THE 110</td>
<td>BackStage</td>
<td></td>
</tr>
<tr>
<td>THE 117</td>
<td>History of Theater</td>
<td></td>
</tr>
<tr>
<td>THE 118</td>
<td>Modern Drama</td>
<td></td>
</tr>
<tr>
<td>THE 135</td>
<td>Directing</td>
<td></td>
</tr>
<tr>
<td>THE 145</td>
<td>Scene Study</td>
<td></td>
</tr>
<tr>
<td>THE 152</td>
<td>Rehearsal and Performance</td>
<td></td>
</tr>
<tr>
<td>THE 153</td>
<td>Rehearsal and Performance</td>
<td></td>
</tr>
</tbody>
</table>

At MCC, we are focused on YOUR success. Especially during these uncertain times, MCC faculty and staff are committed to giving each and every student the support they need to discover and follow their path to a better future.

Unsure of what you’d like to study, ready to submit an application or need help registering? To help you get started on your academic journey, call 1-800-818-3434 or visit www.middlesex.mass.edu/ for easy enrollment with MCC's One Stop
High School Students
Enrolling in College Courses

*High school and homeschool students* are enrolling now and are taking one, two, three or all of their classes with MCC this spring. Interested? Visit Admissions at www.middlesex.mass.edu/admissions/ and sign up to attend a required Dual Enrollment Webinar.

Class formats include:

**Online and On-Campus Lecture** – These hybrid (blended) classes combine on-campus and online instruction.

**Online and On-Campus Lab** – These hybrid (blended) classes combine online instruction and on-campus labs.

**Lecture** – This is a traditional on-campus face-to-face course. Classes meet weekly on campus with students and instructors.

**Lecture and Lab** – This is a traditional on-campus face-to-face course and lab. Classes meet weekly on campus with students and instructors.

**Online with Class Meeting Times** – This is a fully online class format with scheduled meeting days and times. Students must be online during scheduled meeting times.

**Online with No Class Meeting Times** – This is a fully online class format. There are no scheduled meeting days or times. Lectures, lessons and exercises are completed online, over the course of the semester.

*Note: Some courses with labs are entirely online.*

Our Spring 2022 semester runs from January 24 - May 23.
The 2020 cost of tuition and fees at Middlesex Community College for a **full-time (15 credits), in-state student is $7,560 a year**. We also offer a special rate to neighboring New England state residents. Compare this to the 2020 tuition rates of some area institutions listed below.

<table>
<thead>
<tr>
<th>Institution</th>
<th>2020 Tuition and Fees</th>
<th>MCC 2020 Tuition and Fees</th>
<th>Annual Savings</th>
</tr>
</thead>
<tbody>
<tr>
<td>UMass Amherst</td>
<td>16,439</td>
<td>7,560</td>
<td>8,879</td>
</tr>
<tr>
<td>UMass Lowell</td>
<td>15,698</td>
<td>7,560</td>
<td>8,138</td>
</tr>
<tr>
<td>UMass Boston</td>
<td>14,677</td>
<td>7,560</td>
<td>7,117</td>
</tr>
<tr>
<td>UMass Dartmouth</td>
<td>14,408</td>
<td>7,560</td>
<td>6,848</td>
</tr>
<tr>
<td>Salem State University</td>
<td>11,675</td>
<td>7,560</td>
<td>4,115</td>
</tr>
<tr>
<td>Framingham State University</td>
<td>11,380</td>
<td>7,560</td>
<td>3,820</td>
</tr>
<tr>
<td>Worcester State University</td>
<td>10,586</td>
<td>7,560</td>
<td>3,026</td>
</tr>
<tr>
<td>Fitchburg State University</td>
<td>10,655</td>
<td>7,560</td>
<td>3,095</td>
</tr>
<tr>
<td>Merrimack College</td>
<td>45,074</td>
<td>7,560</td>
<td>37,514</td>
</tr>
<tr>
<td>Northeastern University</td>
<td>55,382</td>
<td>7,560</td>
<td>47,822</td>
</tr>
<tr>
<td>Bentley University</td>
<td>53,790</td>
<td>7,560</td>
<td>46,230</td>
</tr>
<tr>
<td>Suffolk University</td>
<td>41,908</td>
<td>7,560</td>
<td>34,348</td>
</tr>
<tr>
<td>Boston University</td>
<td>58,072</td>
<td>7,560</td>
<td>50,512</td>
</tr>
<tr>
<td>Tufts University</td>
<td>60,862</td>
<td>7,560</td>
<td>53,302</td>
</tr>
<tr>
<td>Wellesley College</td>
<td>58,448</td>
<td>7,560</td>
<td>50,888</td>
</tr>
</tbody>
</table>

*Source: CollegeBoard.org 2020 tuition & fees. These costs are for tuition and fees only. They do not include the cost of books, educational supplies or room and board.*
English Language Resources / Employer and Workforce Resources

English & Foreign Language Resources

English Learner Institute
This noncredit program provides students with basic English instruction and skills essential to learning American culture. Whether preparing to attend college with PAC – including college and career counseling – or sharpening skills, students can improve their English reading, writing, grammar and listening skills.

For more information, contact Audrey Nahabedian
nahabediana@middlesex.mass.edu 978-656-3174
https://www.middlesex.mass.edu/bus_ind/pac.aspx

World Language Institute
MCC helps students become immersed in many different languages, including Arabic, Chinese, Finnish, French, German, Greek (both modern and classical), Hebrew (modern), Hindi, Italian, Japanese, Khmer, Latin & Roman Culture, Portuguese, Russian, Spanish. Students learn skills for active listening and understanding, speaking and fluency, reading and reading comprehension, writing to demonstrate knowledge of grammar, and understanding of different cultures.

For more information Marilyn Glazer-Weisner at glazerm@middlesex.mass.edu or 781-280-3934.
https://www.middlesex.mass.edu/worldlanguageinstitute/

Intensive English Institute
Mission: Middlesex Community College's Intensive English Institute provides rigorous English instruction and cultural training necessary for success in higher education in the United States. The IEI is committed to the goal of delivering quality evidence-based curriculum, informed by research and designed to prepare non-native speakers of English for the academic language needed for positive outcomes in pursuit of their own higher educational experiences in the U.S.A. The IEI considers its role as a contributor to MCC's mission and vision by offering academic excellence and transforming lives through educational and career opportunities for all members of our community. We empower all learners to become productive and socially responsible members of our local and global communities.

MCC helps English Language Learners develop self-confidence as they learn to read, write, speak and listen in English. Meet with instructors and students on a daily basis to gain consistent practice in new skills. These courses for non-native speakers of English provides the knowledge students need to start a degree or certificate at MCC.

For more information Marilyn Glazer-Weisner at glazerm@middlesex.mass.edu or 978-656-3350.
https://www.middlesex.mass.edu/iei/default.aspx

Prepare for College/Hi-Set Resources

Adult Learning Center
The Adult Learning Center offers FREE classes for adult learners (ages 16+) to improve their basic academic skills or prepare for HiSET or GED testing in order to attend college, job training or obtain employment. Day and evening classes available. The Adult Learning Center is funded by the Mass. Department of Elementary and Secondary Education.

For more information, MCC's Adult Learning Center, www.middlesex.mass.edu/adultlearning.
To register and sign up for placement testing, ALC@middlesex.mass.edu or 781-280-3662

Employer Resources

Workforce Training Fund
MCC helps employers apply for funds that go towards resources to help current and new employees with grant-writing assistance and training. Free information sessions provide an overview of grant options to businesses who can receive up to $250,000 to train employees.

For more information, visit http://workforcetrainingfund.org/ or contact Teresa Medina, medinat@middlesex.mass.edu

MCC Career Development Center and Internships
The mission of the Career Development Center is to educate students in all phases of their career search with the tools necessary to make important career decisions and to develop and transition successfully into the workforce. Work with MCC to post internship and employment opportunities, recruit at on-campus or virtual events, develop a recruitment plan with MCC staff, and learn more about recruiting opportunities and events.

Opportunities for Employers to Connect with MCC Students
MCC's Career Development Office connects area employers with MCC students to fill employment or internship needs, participate in networking and mentoring opportunities, and share information on career fields and training needs. Through MCC, employers can set up virtual information sessions for recruitment purposes, join the Fall and Spring Internship Fairs to meet MCC students and alumni, and post available positions on Handshake – an early talent acquisition recruiting platform.

For more information, https://www.middlesex.mass.edu/CareerServices/
Massachusetts Workforce Express Fund
Career Training Courses for Massachusetts Businesses

Massachusetts Workforce Express Fund has approved select short-term career training programs through Middlesex Community College for Massachusetts businesses of any size in collaboration with Commonwealth Corporation. If qualified, Mass. employers can receive up to: 100% tuition reimbursement for employers with less than 100 employees; 50% reimbursement for employers with 100+ employees (up to $3,000 per employee).

MCC course tuition must be paid by the employer. See application process (link below) through Commonwealth Corporation. Questions call Commonwealth Corporation at 617-717-6943 or express@commcorp.org

MCC Approved Courses (noncredit programs):
- 1050556 Local Anesthesia Certification for RDH
- 1065853 Technical Writing Certificate
- 1112907 Nurse Assistant /HHA Certification
- 1080330 Society of HR Management HR Essentials
- 1103136 Society of HR Management Certification Exam
- 1113947 Pharmacy Technician
- 1121999 Accounting Fundamentals
- 1115397 Business Computer Applications
- 1115398 MS Excel Certificate
- 1125274 Google IT Help Desk Certificate
- 1127045 Digital Photography Certificate
- 1122578 Non-Profit Management Certificate

Employers: To apply, please visit Comm Corp Website and choose express fund link http://workforcetrainingfund.org/

For the approval/application funding process contact Commonwealth Corporation at 617-717-6943 or e-mail Express@commcorp.org

Middlesex Community College
Workforce Development & Corporate Education Workforce Training Fund Program

Join us for a FREE info session
Meet your training goals with state funds

Attention Businesses:
Learn About Accessing Grants to Train Your Employees!
The Massachusetts Workforce Training Fund provides resources for businesses to train current and newly hired employees. Its goal is to help improve employee skills and maintain the economic strength of the Commonwealth’s businesses.

A representative from the Workforce Training Fund, administered by Commonwealth Corporation, will present an overview of the grant options and answer questions in the information sessions. Learn about this valuable training resource and how MCC can become a partner and provide grant-writing assistance and training to area companies.

Information sessions:
- 10:00 a.m.- 12:00 p.m. • Friday, January 7
  Virtual Information Session via Zoom.
- 10:00 a.m.- 12:00 p.m. • Friday, March 11
  Virtual Information Session via Zoom.
- 10:00 a.m.- 12:00 p.m. • Friday, May 6
  Virtual Information Session via Zoom.

Offered in partnership with the Greater Lowell Chamber of Commerce, MassHire – Greater Lowell Workforce Board, and the Burlington Area Chamber of Commerce.

To learn more or register, contact Teresa Medina at medinat@middlesex.mass.edu or 978-656-3009.

Visit the MCC Workforce Development & Corporate Education website at www.middlesex.mass.edu/workforcetraining

To learn more about the Workforce Training Fund Program visit www.commcorp.org/wtfp
The Alumni Association provides opportunities to:

- Connect with fellow alums
- Participate in social and networking events
- Volunteer to support college programs and events

The Alumni Association benefits include:

- Lifetime use of MCC Career Services
- Discount of auto and home insurance
- Reduced rate rental fee of MCC’s Historic Homes
- Invitations to alumni & college events
- Cash-back home buying program
- Seasonal discounts at the MCC bookstore

Sign up Today! Membership is Free!

Go to [www.middlesex.mass.edu/alumni](http://www.middlesex.mass.edu/alumni) for more information and to get involved!

You Are The Difference.

The Middlesex Community College Foundation celebrates student success. Our mission is to provide life-changing opportunities for MCC’s diverse community of student learners.

For the past 50 years, MCC has been a leading provider of an accessible, affordable and high-quality education. You can help MCC continue to prepare our students for the future by supporting the Middlesex Fund. Generous donations from our college community provide us with the resources and the flexibility to address the evolving needs of our students and faculty as the COVID-19 crisis continues.

<table>
<thead>
<tr>
<th>Scholarship Data for 2020:</th>
<th>Emergency Fund for COVID-19 Relief:</th>
<th>MCC At-A-Glance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>109 Scholarship students served</td>
<td>$60,000 raised in emergency relief funds</td>
<td>40% First Generation college students</td>
</tr>
<tr>
<td>117 Scholarships awarded</td>
<td>31 students helped with temporary loss of income</td>
<td>69% of Students qualify for Need Based Financial Aid</td>
</tr>
<tr>
<td>$165,578 Awarded in scholarship dollars</td>
<td>184 grocery store gift cards distributed</td>
<td>Over 26,000 Alumni</td>
</tr>
</tbody>
</table>

Securely donate online at: [www.middlesex.mass.edu/thefund](http://www.middlesex.mass.edu/thefund)
Your Partner for Progress, Innovation and Growth

For more than three decades, Middlesex Community College has educated and trained thousands of employees in hundreds of businesses, industries and municipalities throughout Middlesex County. Our goal is to provide you with the educational and training tools you need to make the best use of your most important assets, your employees.

$4M+ Workforce Training Fund grants

Worked with 30+ employers on Workforce Training Fund Grants

35,000+ Enrollments since 1986

To learn more: www.middlesex.mass.edu/CorpEd • 978-656-3009