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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
16.......... Martin Luther King Day (No Day or Evening Classes)
20....... Winter Session 2022 Classes End
23........ Spring 2022 Classes Begin

February
20....... Presidents Day (No Day or Evening Classes)

March
1....... Last Day to Withdraw From Minimester I Classes
3....... Professional Day (No Day or Evening Classes)
15....... Minimester I Classes End
20 - 25 .. Spring Break
27....... Minimester II Classes Begin

April
17....... Patriots Day (No Day or Evening Classes)
26....... Last Day To Withdraw From Spring 2022 Classes
28....... Assessment Day (No Day or Evening Classes)

May
5....... Last Day To Withdraw From Minimester II Classes
15 - 19 .. Final Exams
25....... 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. Materials are developed by the Society of HR Management. 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. $625

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.

SHRM’s global HR credentials, SHRM-CP and SHRM-SCP. SHRM certification measures your most critical skill: the ability to apply HR principles to real-life situations as they are the only behavioral competency-based program in the field. By becoming SHRM certified, you prove your knowledge, competency, and value to employers looking for a competitive edge.

In MCC’s exam prep course you will:
- Learn from an experienced instructor and from your peers
- Acquire the knowledge and understand the competencies needed to pass the exam
- Benefit from the structured SHRM learning system to keep you on track

Who should enroll:
- Professionals looking to earn their HR Certification
- SHRM certified HR professionals seeking to earn PDCs for recertification
- HR professionals wanting to update their HR knowledge

The course investment includes instruction, online and print materials (SHRM Learning System) which includes interactive tools, a study roadmap, and 160 practice exam questions. Materials/texts are not eligible for tuition waivers. $1,485

SHRM HR CP/SCP Certification Exam Prep

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### Technical Writing

**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. The certificate program includes 2 semesters/courses: Writing and Managing Information (fall) and Technology and Tools for the Technical Writer (winter/spring).

**This is a noncredit (graded pass or fail) program.**

**More info:** [www.middlesex.mass.edu/techwrite](http://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

### Tools and Technologies for Technical Writers

In this online survey course, you will learn the introductory skills needed to author technical content using modern tools. Well-developed writing skills, solid MS Windows computer skills, and an aptitude for learning new technology is required. Students must have access to a MS Windows laptop or desktop outside of class. MAC is not compatible. This class is noncomprehensive. Topics Covered: Overall survey of technical writing tools, exposure to what makes content usable, single sourcing, topic based authoring, and content management through GITHUB. Tools and standards introduced: GIT, HTML, Markdown, DITA, MadCap Flare, MS Word, Oxygen XML Author, Adobe FrameMaker. $1,545

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### Digital Photography

**Digital Photography Certificate 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, and Adobe Photoshop for Photography, and Business of Photography. An Adobe subscription is recommended: [https://www.adobe.com/creativecloud/photography/compare-plans.html](https://www.adobe.com/creativecloud/photography/compare-plans.html)

Digital Photography courses are eligible for a 50% tuition waiver for MCC employees. Students need a SLR Digital Camera.

**Digital Photography I**

This course covers basic concepts & practices of digital photography. Four areas of instruction will be emphasized: How cameras work, how composition works, how lighting works, how to use photo editing software. Students will shoot assignments most often outside of class. Class will be structured around students having time to cull & edit their images (using the software Lightroom), having a full class share/ critique & then instruction on a new topic. The most useful part of classroom instruction will be review of photos students have shot. They will see what makes a successful photo and what does not. Students need an SLR Digital Camera and some images on a memory card that you want to download and work with for the first class. An Adobe subscription is recommended: [https://www.adobe.com/creativecloud/photography/compare-plans.html](https://www.adobe.com/creativecloud/photography/compare-plans.html) Instructor will provide instructions on what option choose on the first day of class if there is any uncertainty. If you do not have an Adobe subscription it is recommended that you bring an USB flash drive or external hard drive. Eligible for 50% tuition waiver for MCC employees. (18 hours) $265

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**Digital Photography II**

This course builds on what was learned in Digital Photo I. We review the basic concepts & practices of digital photography. We will delve more into the creative aspect of photography discussing composition in more detail. We’ll also focus on finding your style & voice with your photography. Students will shoot assignments most often outside of class. Class will be structured around students having time to cull & edit there images (using the software Lightroom), having a full class share/critique & then instruction on a new topic. The most useful part of classroom instruction will be the review of photos students have shot. They will see what makes a successful photo and what does not. Students need an SLR Digital Camera and some images on a memory card that you want to download and work with for the first class. An Adobe subscription is recommended: [https://www.adobe.com/creativecloud/photography/compare-plans.html](https://www.adobe.com/creativecloud/photography/compare-plans.html) Instructor will provide instructions on what option choose on the first day of class if there is any uncertainty. If you do not have an Adobe subscription it is recommended that you bring an USB flash drive or external hard drive. Eligible for 50% tuition waiver for MCC employees. (18 hours) $265

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

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

Business of Photography

Turn your passion for photography into profit. Learn how to present, price and market your photography. Explore portfolio preparation, marketing, freelance photography, working for a photographer and opening a photography studio. Eligible for 50% tuition waiver for MCC employees. (18 hours) $215

02/07 - 03/14
Bedford Campus
Course Number: CAR 615 30
CRN: 22288
Professor: CORREIA

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. An Adobe subscription is recommended: https://www.adobe.com/creativecloud/photography/compare-plans.html. Instructor will provide instructions on what option choose on the first day of class if there is any uncertainty. If you do not have an Adobe subscription it is recommended that you bring an USB flash drive or external hard drive. Eligible for 50% tuition waiver for MCC employees. (15 hours) $215

02/16 - 03/23
Bedford Campus
Course Number: CAR 890 36
CRN: 19851
Professor: NOËL

Social Media/Digital Media Marketing

Social Media Certificate Program
MCC’s Social Media Certificate program is designed to provide participants with a foundation and skill set in the new, evolving world of social media. The skills can be applied immediately in the workplace or to market a small business. All classes must be attended to receive a certificate of completion. To get the most of each class, students should open an account in each platform prior to the start of class. This is NOT an Intro class. Students should have working knowledge of each platform. Course login information will be sent prior to the start date. (18 hours) $275.

Facebook
In this class students will learn to properly utilize your Facebook page to market your business or product, engage with customers, and grow brand awareness. Students will be introduced to the basics of using Facebook as a business tool using brand-aligned posts, Facebook groups, events, and insights.

Twitter for Small Business
One of the most powerful ways to connect with existing and prospective clients in 140 characters or less. Students will 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.

Instagram
Instagram is a rapidly growing platform that allows its users to post snapshot

Fundamentals & Trends in Digital Media Marketing
Learn the basics of digital media marketing, what platforms are included in digital media marketing, and how this is important in today’s market. (2.5 hours)

Optimizing Marketing Emails
Learn email marketing tips to turn your generic e-blasts into optimized, personalized emails that your customers will actually read! Hear best practices on email lists and what you can and cannot include in a marketing email. Elevate your open and click-through rates and more! (2.5 hours)

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 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)

04/05 - 05/10
Lowell Campus
Building: Cowan Center, room 213
Course Number: TEC 661 80
CRN: 19867
Professor: D’AURORA

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434.
FAA Remote Pilot Certification
This 21 hour certificate will cover all the required knowledge content areas of the FAA’s Remote Pilot Testing including: Regulations, The National Airspace System, Weather, Aircraft Loading and Performance, and Flight Operations. Upon completion, students should feel qualified to take the FAA Remote Pilot Test. Practice Questions will also be a key factor of this course. A third day is also included that will focus on the safe UAS operations in the field while operating advanced training drones in various exercises. Course participants will also learn about key safety features of certain models of UAS's as well as how to develop and follow sound checklist procedures and maintenance protocols. This certificate is taught by an Aviation and UAS industry expert. This program is geared toward individuals who wish to earn FAA Remote Pilot Certification but do not have aviation experience. (21 hours) $650

Please note: Instructor will use common drones (Mavic or Phantom) on day 3 of the class. Participants are encouraged to bring their own device.

FAA Remote Pilot Certification
04/01 - 04/15 9:00am - 4:00pm Saturdays
Bedford Campus Building: Henderson Hall, room 213
Course Number: CAR 974 30 CRN: 20235 Professor: PRICE

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. Certificate Topics include: Introduction to Nonprofit Sector, Nonprofit Theory of Change, Nonprofit Financial, Nonprofit Board Governance, Program Development & Evaluation, Nonprofit Fundraising, Building Your Base of Supporters and Lifecycle Strategic Planning (36 hours) $749

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.

SPRING 2023 SESSIONS!

Nonprofit Grant Writing & Strategic Planning
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. All classes are taught by Tracy Sopchak, Founder of Next Step Nonprofit, and LLC.

Introduction to Grant Writing
This series 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) $99

Please contact ellis@middelx.mass.edu for questions and course details.
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. Explore the bookkeeping and accounting cycle, cash systems, create and understand financial reports. 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. (30 hours) $965

02/08 - 04/12
Online with class meeting times
Course Number: CAR 797 75
CRN: 17351
Professor: SHARMA

No class on 3/22

Intro to QuickBooks Online - Course Number EDG 928
Gain hands-on experience as you learn all the ways this well-designed accounting program makes it a snap to manage your business’ finances. When your course starts, you will be directed to access and utilize the free QuickBooks Online practice site to complete lessons and assignments. You do not need to purchase a subscription or additional software. Please note that this course is suitable only for the QuickBooks Online version. The desktop versions of QuickBooks are not compatible with this course and should not be used. Classes begin monthly. (24 hours) $150 Tuition. Not eligible for tuition waivers
Registration and payment is through Ed2go: https://www.ed2go.com/mcc/online-courses/quickbooks-online?tab=requirements

Effective Project Management
This exciting, fast-paced project management course will provide an overview of project management principles, concepts, tools, and techniques using lecture, interactive discussion, and case studies. You will have the opportunity to apply course learning to a stimulated class project from project conception, design, and implementation to completion and project close, emulating the project management life cycle. (9 hours) $199

02/21 - 03/07
Online with class meeting times
Course Number: CAR 973 75
CRN: 20249
Professor: UMAR

ESL

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) $259

01/25 - 03/01
Lowell Campus
Building: Cowan Center, room 103
Course Number: CAR 975 80
CRN: 20228
Professor: WOLTERDING

Soft Skills, Presentation & Communication

Concept to Creation
How do you develop, refine and produce a concept? This course will walk you through the creative process from concept to creation. Upon completion you have developed a completed vision board, a series of case studies and a creation that you can now share with anyone! This class will be taught in three phases: Explore the conceptual process, researching and dissecting case studies and experimentation. Please note: This class is taught by Founder and Creative Director, Matthew Wolterding, of CNCPT6, located at 103 Market Street, Lowell, MA 01852. This class takes place off campus onsite at CNCPT6. (15 hours) $349

03/01 - 04/05
OFF CAMPUS
Course Number: CAR 979 80
CRN: 20248
Professor: WOLTERDING

Soft Skills Presentation & Etiquette
This course will cover the importance of remaining professional, flexible, positive, and a reliable part of a team no matter where you are working from. We will discuss how to build your confidence and appear confident online and in person. We will explore how you can bring valuable skills and your unique creativity to any workplace setting to ensure personal success. (8 hours) $99

03/07 - 03/28
Online with class meeting times
Course Number: CAR 998 75
CRN: 20237
Professor: HAHN

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

Good communication is the key to any relationship. Explore these skills: Listening, processing, thinking, questioning, body language, verbal cues, organizational skills and fine tune how they affect your communication! (4 hours) $119

04/04 - 04/06
Online with class meeting times
Course Number: CAR 970 75 CRN: 20139 Professor: KANGAS

Intro to Diversity Equity & Inclusion

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 differences conversations and how to recover from missteps. (8 hours) $349

02/06 - 02/27
Online with class meeting times
Course Number: CAR 963 75 CRN: 20142 Professor: KANGAS

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, and Managing Conflict & Your Team Members as Customers. (20 hours) $549

03/02 - 04/13
Online with class meeting times
Course Number: CAR 966 75 CRN: 20132 Professor: MAGLIO

Hotel Management

This ONLINE course will introduce you to the range of hotels in operation and their management policies. You will gain an understanding of the complexities of hotel management and will learn to consider the multiple interrelated aspects of successful hospitality service. Successful hotel management requires maintaining internal organization, handling internal and guest issues, adapting to constantly evolving industry needs, and implementing regular changes to stay competitive in the current market. This course will prepare you to dive into an exciting and dynamic career in hotels and hospitality. (100 hours) $1,395 Course # GES 609 Enrollment and payment is through Cengage Learning. Not eligible for waivers. To enroll call Cengage Learning at 855-598-3856. (120 hours) $2,095

Event Management and Design

The Event Management and Design Online Training course will equip you with the knowledge and skills to advance your career if you are already working in the special events field or prepare you to enter the profession with an understanding of the industry. You will build a foundation that you can use to develop and accelerate a career in special events or start your own special event business. Enrollment and payment is through Cengage Learning. Not eligible for waivers. To enroll call Cengage Learning at 855-598-3856. (120 hours) $2,095

Food and Customer Service Skills Training Program

The ONLINE Food and Customer Service Skills Training Program prepares students for careers in food services, restaurants, and the hospitality industry. The program emphasizes customer service skills that can be applied in a wide variety of settings. This is an excellent option for those already working in a food services environment and wanting to apply for management positions, or for those interested in starting new careers. (120 hours) $950 Course # GES 234. Enrollment and payment is through Cengage Learning. Not eligible for waivers. To enroll or questions call Cengage Learning at 855-598-3856

Child Development Associate Training Renewal

This online course provides the 45 hours or 4.5 Continuing Education Units (CEUs) required by the CDA Council to fulfill and renew your Child Development Associate (CDA) credential. This course is selected from the eight CDA competency areas to provide a breadth of knowledge, and they support the requirements for renewing your certification for Associates original settings, age-level endorsement, and specialization. This course is the right choice for you if you have a Child Development Associate (CDA) credential and wish to renew it. Enrollment and payment is through Cengage Learning by calling 951-387-4243. Not eligible for waivers. (45 hours) $799
Teacher Professional Development

Earn 15 points towards your licensure or recertification for K-12. Certificate awarded upon completion. Questions about PDP points please email: career_training@middlesex.mass.edu

Understanding Islamic Practices
Through lectures, reading assignments, lively discussions, and videos, we will learn about the main five pillars of Islam, teaching of the holy book Qur’an, the life of the last Prophet Muhammad, forms of worship, food, clothing, and two main Islamic holidays celebrated around the world. 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) $209

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<td>Professor:</td>
<td>KHALIFA</td>
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Experience Indian Culture
This class is for anyone who is looking to learn more and experience the Indian culture by doing. Topics covered in this class will be languages, cultural values, arts, music, dancing, food, clothing and fashion. In addition, holidays and celebration will be covered. The final class will culminate with a multi-cultural day where students are able to share slides from their culture, a fashion show will take place and other presentations. This course is eligible for Professional Development Points (PDP) towards K-12 licensure and re-certification. (16.5 hours) $209

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MTEL Test Prep-General Science (Field)
Course Number: CAR 954 75 CRN: 20106

MTEL Test Prep-Middle School Humanities (Field 50)
Course Number: CAR 961 75 CRN: 20107

MTEL Test Prep-Communication & Literacy (Field 01)
Course Number: CAR 602 75 CRN: 18776

MTEL Test Prep-Foundations of Reading (Field 90)
Course Number: CAR 635 75 CRN: 18784

MTEL Test Prep-General Curriculum Multi-Subject (Field 03)
Course Number: CAR 858 75 CRN: 18792

MTEL Test Prep-Math Skill Builder (Fields 03, 09, 47, 53)
Course Number: CAR 859 75 CRN: 18793

MTEL Test Prep-English as a Second Language (Field 54)
Course Number: CAR 878 75 CRN: 19126

MTEL Test Prep-History (Field 06)
Course Number: CAR 894 75 CRN: 19256

MTEL Test Prep-English (Field 07)
Course Number: CAR 897 75 CRN: 19570

MTEL Test Prep-Early Childhood (Field 02)
Course Number: CAR 904 75 CRN: 19575

MTEL Test Prep-Political Science (Field 48)
Course Number: CAR 910 75 CRN: 19840

MTEL Test Prep-Business (Field 19)
Course Number: CAR 932 75 CRN: 19977

MTEL Test Prep-Vocational Technical Literacy (Fields 191, 192)
Course Number: CAR 942 75 CRN: 19978

MTEL Test Prep-Adult Basic Education (Field)
Course Number: CAR 971 75 CRN: 20156

MTEL Test Prep-Reading Specialist (Field 08)
Course Number: CAR 911 75 CRN: 19841

Students may enroll in the MTEL prep online courses between December 1, 2022 - March 1, 2023. To register call 1-800-818-3434. Upon completion registration email: eelli@middlesex.mass.edu

Please note: All MTEL classes are not eligible for a tuition waiver.
Students may enroll in TEAS online courses between December 1, 2022 - June 30, 2023. To register please call 1-800-818-3434. Upon completion of registration please email: ellis@middlesex.mass.edu

Please note: All TEAS classes are not eligible for a tuition waiver.

**TEAS Prep Courses**

- **Course Dates:** January 9, 2023 - June 30, 2023
- **Cost:** $118
- **Format:** Online with no class meetings
- **Course Number:** CAR 886 75 CRN: 19123 Professor: SVENCONIS

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, 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. Not eligible of tuition waivers. $118

**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. This online course is self-paced and a self-study. Not eligible of tuition waivers. $118

**TEAS Reading/Language Prep**

This course contains a thorough review of spelling, punctuation, grammar, and writing rules and 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. This course is designed to help students learn the skills needed to score well on each exam. This online course is self-paced and a self-study. Not eligible of tuition waivers. $118

**Health Careers**

**Certified Addictions Recovery Coach (CARC)**

This training will provide you with the strategies for cultural competence, effective communication, motivational enhancement, and crisis intervention. Emphasis is placed on the skills needed to link people in recovery to needed supports within the community. Recovery Coaches are an important member of a person’s recovery support network, providing motivation, encouragement, and support during difficult emotional states. This program is intended upon completion to prepare students to apply to the Massachusetts Board of Substance Abuse Counselor Certification to become a Certified Addiction Recovery Coach (CARC). Once issued the Certified Addiction Recovery Coach (CARC) Certification covers a two-year period, after which it must be renewed. Renewal information will be forwarded with the CARC Certificate of Certification. All course materials, 10 supervision hours and career assistance are included in the cost of program. Supervision hours will be determined with instructor when class begins. Please note: The format to this hybrid course will be 4 hours of classroom work and 1 hour of virtual work weekly. Not eligible for tuition waivers (80 hours) $1,199

**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. Because a language assessment is required, students must register at least two weeks in advance. Not eligible for tuition waivers. (60 hours) $1,199

**Choose from Online or In Person**

- **Online with class meeting times**
  - Course number: HLT 607 33 CRN: 20251
  - No Class 3/14 & 3/16
  - 02/04 - 05/06
  - Low ell Campus
  - Course number: HLT 607 80 CRN: 20252
  - No Class 3/18
  - 9:00am - 3:30pm
  - Building: Cowen Center, room 108

- **Tuesday/Thursday**
  - 6:00pm - 9:00pm
  - 02/14 - 04/27

- **Choose from Online or In Person**

- **Online with class meeting times**
  - Course number: HLT 607 33 CRN: 20251
  - No Class 3/14 & 3/16
  - 02/04 - 05/06
  - Low ell Campus
  - Course number: HLT 607 80 CRN: 20252
  - No Class 3/18
  - 9:00am - 3:30pm
  - Building: Cowen Center, room 108
Pharmacy Technician

Under the supervision of a Registered Pharmacist, 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. Not eligible for tuition waivers. (60 hours) $1,550

Grant Funding Available - Please inquiry for eligibility requirements

02/14 - 05/04
6:00pm - 8:30pm
Tuesday/Thursday

Online with Class Meeting Times

Course Number: HLT 715 33
CRN: 20123
Professor: GOMATOS

To apply email: wrighte@middlesex.mass.edu

Medical Terminology for Everyone

This course will give you a practical understanding of medical terms to help you further your career and communicate more effectively with health care providers. Medical language is explained in the context of how the body works in health and disease. Individuals of all educational backgrounds will learn important medical terminology through easy-to-follow explanations, interesting examples, and numerous reinforcement exercises. The course is intended for those in the medical field, career changers, and everyone interested in gaining knowledge of medical terminology. The instructor, Davi Ellen Chabner, has developed a proven method which is engaging and accessible. The course includes practical applications, real life situations, and the association of medical terms to the systems of the body.

Note: This class will require your obtaining a new and current hard copy edition of The Language of Medicine, 12th edition, by Davi-Ellen Chabner. This text is not only a valuable workbook, but also includes useful reference resources such as a Mini Dictionary. (20 hours) $189

03/14 - 05/23
Bedford Campus
Course Number: HLT 786 30
CRN: 20250
Professor: CHABNER
No class on 4/4

4:00pm - 6:00pm
Tuesday

Building: Henderson Hall, room 111

Nurse Assistant/Home Health Aid Certificate

This training program 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 is a separate fee. Not eligible for tuition waivers.

Grant Funding Available - Please inquiry for eligibility requirements

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

Spring Session I

Nurse Assistant Online Theory - $999
03/01 - 04/13
400pm - 9:00pm
Wednesday/Thursday

Online with Class Meeting Times

Course Number: HLT 752 34
CRN: 20045
Professor: CHAMPA

Nurse Assistant Skills Lab - $299
05/17 - 05/24
400pm - 8:00pm
Wednesday/Thursday

Lowell Campus
Building: Skills Lab

Course Number: HLT 753 81
CRN: 20046
Professor: CHAMPA

Nurse Assistant Clinical Training - $699
06/03 - 06/11
8:00am - 3:00pm
Saturday/Sunday

OFF Campus

Course Number: HLT 756 34
CRN: 20060
Professor: CHAMPA

Spring Session II

Nurse Assistant Online Theory - $999
03/27 - 04/26
6:00pm - 10:00pm
Monday/Tuesday/Wednesday

Online with Class Meeting Times

Course Number: HLT 752 35
CRN: 20072
Professor: LEWIS

Nurse Assistant Skills Lab - $299
04/8 - 04/29
9:00am - 1:00pm
Saturday

Lowell Campus, Skills Lab

Course Number: HLT 753 82
CRN: 20047
Professor: LEWIS

Nurse Assistant Clinical Training - $699
05/06 - 05/14
8:00am - 3:00pm
Saturday/Sunday

OFF Campus

Course Number: HLT 756 35
CRN: 19980
Professor: LEWIS

OFF Campus
Saturday/Sunday

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

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

Phlebotomy be a good pathway into health care field careers or to brush up on an existing career. Specimens will always need to be collected from patients by skilled phlebotomists at hospitals, urgent care centers, laboratories or physician office settings to aid in screening or diagnosing diseases. This comprehensive phlebotomy course will provide students with skills and training towards a successful career and also to sit for the certification exams. $1,499

A potential student must have a current certification in at least one, but not limited to the following healthcare roles:
• Certified Nursing Assistant (CNA)
• Emergency Medical Technician (EMT)
• Patient Care Technician (PCT)
• Certified Medical Assistant (CMA)
• Licensed Practical Nurse (LPN)
• Certified Electrocardiogram Technician (CET)
• Certified Dental Assistant (CDA)

Hands-on Review of Local Anesthesia Techniques

If you are a RDH with a permit to administer local anesthesia, this course is for you. The goal of this course is to become more comfortable with injection techniques that you have already learned, or to troubleshoot any barriers you have encountered. This course includes four hours clinical and a two-hour lecture. Requirements: In order to participate, you must have a valid, current RDH license and state permit/license to administer local anesthesia (permit L) from your state dental board, and sit as a patient for this hands-on course. Not eligible for tuition waivers. (6 hours), 6 CEUs. $399

Liability insurance covered by MCC.

Note: If you have passed a local anesthesia certification course in the past 24 months, you may also participate in this class with proof of passed certification course. To download required forms: www.middlesex.mass.edu/dhla

Nutrition Considerations for Oral Health

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 stages. Participants will be empowered to confidently apply their diet and nutrition knowledge in their clinical practice and further support the health and healthy actions of their patients. Open to any dental professional. 3 CEUs, (3 hours) $65

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

Dental Hygiene

Local Anesthesia Certification Program for Registered Dental Hygienists

This course is for licensed Dental Hygienists 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/DHLA.aspx. Not eligible for waivers. $1,550

Course Objectives: After this course, participants will be able to:
• Identify evidence-based nutrition resources for dentists and patients.
• Describe the key elements of a balanced diet.
• Explain the roles of diet and nutrition in caries risk.
• Explain the roles of diet and nutrition in periodontal health.
• Discuss the implications of diet and nutrition on oral health across life stages and specific populations.
• Discuss how to perform a dietary assessment in the dental setting and apply findings in effective patient education.
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• Discuss the implications of diet and nutrition on oral health across life stages and specific populations.
• Discuss how to perform a dietary assessment in the dental setting and apply findings in effective patient education.
• Identify evidence-based nutrition resources for dentists and patients.
Dental Office Administration

Are you looking for a career in dental office administration? Join us for a complete introduction to dental front office administration. We will provide a foundation of dental knowledge and administrative skills for anyone interested in starting a career in a dental practice with little to no experience, or dental assistants seeking to expand their knowledge. (15 hours) $299 Course is taught online with instructor via Zoom. **Topics:**

- Intro to Dental Practice
- Dental Terminology/Infection Control
- Superior Customer Service and the Patient Experience
- Treatment plan, Insurance, and HIPAA
- Review and Professional Opportunities

**Online with class meeting times**

<table>
<thead>
<tr>
<th>Course Number: HLT 782 75</th>
<th>CRN: 20253</th>
<th>Professor: LAROCHE</th>
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<tbody>
<tr>
<td>03/30 - 04/27</td>
<td>6:30pm - 9:00pm</td>
<td>Thursday</td>
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<td>Online with class meeting times</td>
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Computer Applications

Google IT Support Professional Certificate

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. The curriculum includes motivating personal stories from Google employees, with unique backgrounds and perspectives, who started their careers in IT support. Upon completion of the certificate, learners receive a Google IT Support Professional Certificate badge they can display on their LinkedIn profiles. Class will be 10-12 hours per week of self-paced online study through a license by Qvicklabs and 2 hours of in-class instruction with an IT professional. Weekly office hours will be included for additional support. Not eligible for tuition waivers. (180 hours) $2,000 CompTIA A+ exam fee separate. Textbook/materials fee is student paid and is not included in the tuition.

Access to class begins 1/6/2023 with the first class meeting on 1/13/2023. Access to class ends on 5/31/2023 with the last class meeting on 5/26/2023.

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<tr>
<th>Course Number: HLT 782 75</th>
<th>CRN: 20253</th>
<th>Professor: LAROCHE</th>
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<tr>
<td>01/06 - 05/31</td>
<td>5:00pm - 6:00pm</td>
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<tr>
<td>01/06 - 05/31</td>
<td>10:00am - 12:00pm</td>
<td>Saturday</td>
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<td>Online with Class Meeting Times</td>
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Cloud Associate/AWS/Azure

Cloud also known as Cloud computing is the on-demand delivery of IT services and resources over the internet with pay-as-you-go pricing. Instead of buying, owning, and maintaining physical hardware, users can access technology services such as servers, desktops, and storage from cloud providers such as Microsoft Azure and Amazon AWS. This course introduces learners to the two most used cloud technologies to date, Microsoft Azure and Amazon Web Services (AWS) cloud platforms. The course will be split into two sections. Section one will cover Azure and prepare the learner to sit for the Azure Fundamental Certification (AZ-900) exam. Section two will focus on AWS and prepare the learner to sit for the AWS Solutions Architect Associate Certification (SAA-C02) exam. AWS Certified Solutions Architect is among the most valuable and sought-after cloud computing certifications in the world. Please note: students will most benefit from this course if they already possess the CompTIA A+ certification or have equivalent knowledge of basic computers functions. If you do not possess the CompTIA A+ certification you can enroll in our Google IT Support Professional Certificate program. Included in the cost of tuition are all books, supplies and the cost of one exam, either SAA-C02 or AZ-900. Not eligible for tuition waivers. (180 hours) $2,800

| 02/06 - 04/15 | 4:00pm - 5:00pm | Monday/Friday |
| 02/06 - 04/15 | 12:00am - 2:00pm | Saturday |
| Online with Class Meeting Times |

<table>
<thead>
<tr>
<th>Course Number: TEC 789 75</th>
<th>CRN: 20239</th>
<th>Professor: BOWEN J R</th>
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<tbody>
<tr>
<td>03/07 - 04/25</td>
<td>5:30pm - 7:30pm</td>
<td>Tuesdays</td>
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<tr>
<td>Online with class meeting times</td>
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Artificial Intelligence for Business

This class will teach you different applications of Artificial Intelligence (AI) in different sectors such as Customer Service, Retail, Manufacturing, Finance, Health Care Understand different components and strategies of Implementing AI in business. Learn to implement some AI models in different sectors. This class is great for technical and non-technical executives who struggle to make sense of the ever-evolving field of Artificial Intelligence. They explore different facets of how AI can be used and ultimately walk away with a ready-to-implement AI roadmap for their organization. Participants in the class should have at least 2-5 years of business experience. This course is taught in partnership with Fuse Machines. Not eligible for tuition waivers. (12 hours) $999

| 02/10 - 03/03 | 9:00am - 12:00pm | Friday |
| Bedford Campus | Building: Academic Resource, room 108 | CRN: 12252 | Professor: KILROY |
|---------------------------|------------|---------------------|
| 04/19 - 05/10 | 5:00pm - 8:00pm | Wednesday |
| Bedford Campus | Building: Academic Resource, room 102 | CRN: 20121 | Professor: KELLEY |
| Course Number: TEC 602 31 |

Practical Computers - An Intro to PC’s and Windows

This course is an introduction to the computer and computer applications via lecture and hands-on activities. We start with an overview of computer hardware, software, and networks that include: the use of Microsoft Windows for running programs, the creation of folders, and file management. We continue with a focus on Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Email, and the Internet. This course is taught in partnership with Fuse Machines. Not eligible for tuition waivers. (12 hours) $219

| 01/06 - 05/31 | 5:00pm - 6:00pm | Friday |
| 01/06 - 05/31 | 10:00am - 12:00pm | Saturday |
| Online with Class Meeting Times |

| Course Number: TEC 780 75 | CRN: 20005 | Professor: BOWEN J R |

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434.
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) $330

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<tr>
<th>02/15 - 04/12</th>
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<th>Wednesday</th>
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<tbody>
<tr>
<td>Bedford Campus</td>
<td>Building: Academic Resource, room 102</td>
<td>CRN: 20122</td>
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<tr>
<th>03/24 - 05/12</th>
<th>9:00am - 12:00pm</th>
<th>Friday</th>
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<tbody>
<tr>
<td>Bedford Campus</td>
<td>Building: Academic Resource, room 108</td>
<td>CRN: 18161</td>
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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 worksheets; import and export data. Pre-Req: Students must be proficient with MS Windows & keyboarding. This course is taught in a PC/MS Office environment. (24 hours) $319

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<th>03/30 - 05/18</th>
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<tr>
<td>Bedford Campus</td>
<td>Building: Academic Resources, room 101</td>
<td>CRN: 20120</td>
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Google Sheets
This Google Sheets course is a comprehensive course that will introduce basic to advanced features to new users while filling in gaps and providing more efficient methods for regular users who have been learning “as they go.” Throughout this course students will learn how to apply basic, intermediate and advanced features to class projects in Google Sheets to calculate and analyze data. In addition to learning how to use Sheets confidently and with ease, this course will also cover how to navigate, organize and store files and folders efficiently in your Google Drive. Below is a list of skills that will be covered in various hands-on projects throughout the course. (18 hours) $255

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<th>02/09 - 03/16</th>
<th>6:00pm - 9:00pm</th>
<th>Thursday</th>
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<tbody>
<tr>
<td>Online with class meeting time</td>
<td>Course Number: TEC 788 75</td>
<td>CRN: 20233</td>
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CISCO CCNA Certification
This online course will prepare you for the Cisco® CCNA 200-301 exam, the top associate-level certification for IT professionals. Each section will help you master certification-based topics for Cisco networking. Not only will you be prepared for the CCNA 200-301 exam, you will be able to provide networking solutions to real-world applications. The voucher is prepaid access to sit for the CCNA certifying exam upon eligibility. Course enrollment and payment is through Cengage Learning by calling 951-387-4242. Not eligible for tuition waivers. 225 hours. $2,995

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<th>03/07 - 04/25</th>
<th>6:00pm - 7:00pm</th>
<th>Tuesday</th>
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<tr>
<td>Online with class meeting times</td>
<td>Course Number: PER 999 75</td>
<td>CRN: 20017</td>
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Culinary Adventures
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

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<th>03/27</th>
<th>4:30pm - 6:30pm</th>
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<tr>
<td>Online with class meeting times</td>
<td>Course Number: PER 999 75</td>
<td>CRN: 20119</td>
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Interior Design 101
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. (6 hours) $359

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<tr>
<td>Online with class meeting times</td>
<td>Course Number: PER 999 75</td>
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Interior Design
All courses are taught by Debbe Daley of Debbe Daley Designs LLC in Lowell

Interior Design Certificate
Learn how to work with contractors and manage a design project through the scope of work. Also included in this course is 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. In-person and virtual field trips are also included. Some may include trips to flooring showrooms, kitchen, and bath showrooms, visit on-site construction projects, client consultations and a field trip to the Boston Design Center will also be offered depending on space availability, virtually or in-person.

This certificate course will prepare you for a beginning career in interior design. (40 hours) $1,999

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<th>02/15 - 04/19</th>
<th>10:00am - 2:00pm</th>
<th>Wednesday</th>
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<tbody>
<tr>
<td>Lowell Campus</td>
<td>Building: Cowan Center, room 113</td>
<td>CRN: 20133</td>
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</table>
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. (2 hours) $75
04/03  4:30pm - 6:30pm  Monday
Nesmith House, located at 229 Andover Street, Lowell, MA 01852
Course Number: PER 600 80  CRN: 20118  Professor: SAVINO

Cupcakes Galore
Cupcakes are one of the hottest trends in the dessert industry right now. In this class you will learn how to decorate for a variety of special occasions. Everyone will go home with an array of decorated cupcakes, recipes and ideas. No experience is necessary. (4 hours) $99
05/01 - 05/08  4:30pm - 6:30pm  Mondays
Nesmith House, located at 229 Andover Street, Lowell, MA 01852
Course Number: PER 674 80  CRN: 19992  Professor: SAVINO

Art of Frosting Basket Weave and Flowers
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 cost of the supply fee of $20 due at the first class. Just show up and have fun learning about cake decorating. (2 hours) $79
03/06  4:30pm - 6:30pm  Monday
Nesmith House, located at 229 Andover Street, Lowell, MA 01852
Course Number: PER 676 75  CRN: 19993  Professor: SAVINO

Love & Chocolate Cake
Nothing says I love you more than a Valentine's Day cake. Give your sweetie a romantic treat in this fun 3-dimensional fondant cake decorating class. (2 hours) $79
02/06  4:30pm - 6:30pm  Monday
Nesmith House, located at 229 Andover Street, Lowell, MA 01852
Course Number: PER 678 75  CRN: 19991  Professor: SAVINO

New Wine Pairing Series!!!

Seasons Wine Pairing
With such a widely grown grape, tasting notes can vary across the world. Gaining the reputation as the most planted grape. California Cabernets can be fruity, while French Cabernets have notes of blackberries and tobacco. This red pairs perfectly with hard aged cheeses. Our second session will focus on Pinot Noir. Pinot Noir is a light red and one of the most popular red wines out there. It can be light or medium body with low tannins making it very enjoyable even for newcomers. Most commonly known for hints of berries, it pairs deliciously with smoked salmon & goat cheese. The final session will focus on Syrah/Shiraz. Syrah and Shiraz are the same grape, they just come from different countries. Syrah is typically associated with France and is known to be tart and less complex than its Australian counterpart Shiraz. This is juicy with notes of blackberry and plum. With medium tannin and acidity this full-bodied wine is bold but not spicy. Pairs well with spicier food and creamy cheeses. Please note: There is a $25 supply fee per session due on the evening of class payable via cash or check to CNCPT6. (2 hours) $139.

Wine Session: Cabernet Savignon
04/19  6:30pm - 8:30pm  Wednesday
CNCPT6, 103 Market Street, Lowell, MA 01852
Course Number: PER 589 80  CRN: 20245  Chef Chi Tashi

Wine Session: Pinot Noir
05/03  6:30pm - 8:30pm  Wednesday
CNCPT6, 103 Market Street, Lowell, MA 01852
Course Number: PER 589 81  CRN: 20246  Chef Chi Tashi

Wine Session: Syrah/Shiraz
05/17  6:30pm - 8:30pm  Wednesday
CNCPT6, 103 Market Street, Lowell, MA 01852
Course Number: PER 589 82  CRN: 20247  Chef Chi Tashi

Untraditional Cooking Classes with Chef Chi Tashi
What if we told you that our cooking class was not in a kitchen, but rather in an art gallery? Explore non- traditional methods of cooking, creating one of a kind dishes that will expand the imagination just as much as your pallet. The only question left to ask is, is it food, or is it art? Led by CNCPT6 Executive Chef Chi Tashi, these classes will focus on the use of Tuna Tartar, Scallops Crudo, and Harvest Meze. Sign up for just one or all three! Please note: There is a $25 supply fee due on the evening of each class payable via cash or check to CNCPT6. (2 hours) $119

Class Session: Tuna Tartar
05/08  11:30am - 1:30pm  Monday
CNCPT6, 103 Market Street, Lowell, MA 01852
Course Number: PER 590 80  CRN: 20242  Chef Chi Tashi

Class Session: Scallops Crudo
05/17  11:30am - 1:30pm  Wednesday
CNCPT6, 103 Market Street, Lowell, MA 01852
Course Number: PER 590 81  CRN: 20243  Chef Chi Tashi

Class Session: Harvest Meze
05/24  6:30pm - 8:30pm  Wednesday
CNCPT6, 103 Market Street, Lowell, MA 01852
Course Number: PER 590 82  CRN: 20244  Chef Chi Tashi
**Floral Design Classes**

Students will submit materials fee directly to instructor and then receive supplies. Fee is accepted via cash, check or venmo of $125

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**Intro to Floral Design I**

Join Cindy Mattson of Given Erwin Florist for this 4-week class. 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. No experience is necessary! 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) $109

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<th>Date</th>
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<th>Professor</th>
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<tr>
<td>01/30 - 03/06</td>
<td>6:00pm - 8:30pm</td>
<td>Bedford Campus: Building: Henderson Hall, room 220</td>
<td>MATTSON</td>
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<tr>
<td>03/09</td>
<td>6:00pm - 8:30pm</td>
<td>Bedford Campus: Building: Henderson Hall, room 220</td>
<td>MATTSON</td>
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**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. 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) $109

**Prerequisite:** Completion of Intro to Floral Design I

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<td>03/27 - 04/17</td>
<td>6:00pm - 8:30pm</td>
<td>Bedford Campus: Building: Henderson Hall, room 220</td>
<td>MATTSON</td>
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**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 $30 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) $39

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<tr>
<td>03/13</td>
<td>6:00pm - 8:30pm</td>
<td>Bedford Campus: Building: Henderson Hall, room 220</td>
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**Mother's Day Floral Arrangement**

Mom Said, Bring Home Flowers. As the saying goes when Mom is happy, everyone is happy. Out do your siblings and make her proud, by bringing her a fresh arrangement you made yourself. We supply everything you’ll need, including flowers, materials and tools. You don’t need experience, we walk you through, step-by-step. Classes are fun and low key! Materials fee of $30 is payable to the instructor at the first class via cash or check. Ms. Mattson is accredited as an American Institute of Floral Design member. (2.5 hours) $39

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<th>Location</th>
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<tr>
<td>05/08</td>
<td>6:00pm - 8:30pm</td>
<td>Bedford Campus: Building: Henderson Hall, room 220</td>
<td>MATTSON</td>
</tr>
</tbody>
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**Image & Forum Theater**

Consists of creating short scenes, no longer than a minute or two, with a strong image that the entire audience can easily understand, identify, and apply to their own lives. Images can be realistic, allegorical, surrealistic, symbolic or metaphorical. The only thing that is true is that it is true; that it is felt as true by the protagonist. Images tell the story in a condensed, outline form using pictures with very little or no talking. The audience is pulled in immediately because they know exactly what is being said. Movement, music, and ensemble are used to help heighten the impact. Forum Theater is a type of theatrical game where a problem is shown in an unresolved form. The audience is invited to suggest and enact solutions. The scenario is then repeated, allowing the audience to offer alternative solutions. The game is a contest between the audience and actors trying to bring the play (or oppression) to a different end. The result is a pooling of knowledge, tactics and experiences. As the audience participates in enacting solutions to break the cycle of oppression they are also “rehearsing for life.” (18 hours) $259

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<th>Professor</th>
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<tr>
<td>03/29 - 05/03</td>
<td>5:30pm - 8:30pm</td>
<td>Low ell Campus: Building: Cowan Center, room 113</td>
<td>FISHER</td>
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**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

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<tr>
<td>02/06 - 03/16</td>
<td>6:00pm - 8:00pm</td>
<td>Bedford Campus: Building: Henderson Hall, room 220</td>
<td>WEISMAN</td>
</tr>
</tbody>
</table>
Academic Enrichment

Youth Courses

Algebra I Review
These review courses are intended for students entering 7th - 12th grade that would like to strengthen their algebra skills. An MCC mathematics faculty member will review the concepts, do problems and answer questions. 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 arithmetic, including fractions and decimal operations. (10 hours) $150

02/08 - 03/08 5:30pm - 7:30pm Wednesday
Bedford Campus
Course Number: YTH 786 30 CRN: 20104 Professor: WEISMAN

Algebra II Review
These review courses are intended for students entering 7th - 12th grade that would like to strengthen their algebra skills. An MCC mathematics faculty member 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. (10 hours) $150

03/15 - 04/19 5:30pm - 7:30pm Wednesday
Bedford Campus
Building: Henderson Hall, room 112
Course Number: YTH 787 30 CRN: 20105 Professor: WEISMAN

Non-Traditional STEM CAREERS
Spend your vacation week learning about WISME! Women in STEM careers. This program is for youth ages 16-24. Learn what it takes to be a clinical informatics coordinator, a materials engineer, a chemist or working in computer science. There are so many different pathways for working in STEM come and explore with us! This class is perfect for someone who is looking to gain assistance discovering careers in STEM. (12 hours) $249

02/21 - 02/24 10:00am - 1:00pm Tuesday-Friday
Bedford Campus
Building: Henderson Hall, room 220
Course Number: YTH 819 31 CRN: 20231 Professor: MUHAMMAD

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.

Advanced Manufacturing Machine/Electronics Certificate - 9 Credits
Noncredit Course Numbers - BIN 616 and BIN 617
Credit Course Numbers - ADM 101 and ADM 110
Credit Course Pathway - Precision Machining

Digital Media Marketing Certificate and Social Media Marketing Certificate - 3 Credits
Noncredit Course Numbers - TEC 661 and TEC 640
Credit Course Pathway - PENDING

Digital Photography Certificate - 3 Credits
Noncredit Course Numbers - CAR 611, CAR 612, CAR 615 and CAR 890
Credit Course Numbers - ART 144
Credit Course Pathway - Digital Photography

Google IT Help Desk Support - 4 Credits
Noncredit Course Numbers - TEC 780
Credit Course Numbers - ITC 101
Credit Course Pathway - Introduction to Information Technology

MS Excel Certificate and Business Computer Applications Certificate - 3 Credits
Noncredit Course Numbers - TEC 759 and TEC 748
Credit Course Numbers - CAP 101
Credit Course Pathway - Computer Applications

Nurse Assistant/HHA - 7 Credits
Noncredit Course Numbers - CAR 788
Credit Course Numbers - AHP 115 and AHP 116
Credit Course Pathway - Nurse Assistant I/II

Pharmacy Technician - 6 credits
Noncredit Course Numbers - HLT 715
Credit Course Numbers - HLT 000 and HLT 001
Credit Course Pathway - Health Science Elective

SHRM Essentials of Human Resources - 1 Credit
Noncredit Course Numbers - CAR 775
Credit Course Numbers - IDS 133
Credit Course Pathway - General Education Seminar

Vascular Technology I and II - 6 credits
Noncredit Course Numbers - HLT 749 and HLT 750
Credit Course Numbers - SON 251 and SON 252
Credit Course Pathway - Vascular Technology I and II

Call 781-280-3663 for more information.

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

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.

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 tuzzolol@middlesex.mass.edu.

Intro to General Machine Shop Practices

The program begins with Math Fundamentals and as you progress, you'll learn about Basics of Manual Mill, Basics of Engine Lathe, Blueprint Reading, Basics of Tolerance, Structure of Metals, Grinding Processes, Mechanics of CNC, Basics of CNC Machining, and Basics of CNC Turning and Intro to CMM. During the training session students will participate in school projects or practical “labs,” creating hand tools or locating devices. Enrollment cycles are 16 weeks in length (four days per week, five hours per day), providing ample time for learning and content retention. In addition, Center for Manufacturing Technology has established measurable goals and rewards for consistent attendance, acceptable test and lab scores, and additional scholastic accomplishments.

BIN 601 (320 hours) $7,350

Manufacturing Best Practices for Success

Manufacturing Best Practices for Success is a 50-hour course designed to instruct students in Manufacturing, Finance and Accounting, Strategy and Leadership, Marketing and Sales, Quality, Human Resources, GD&T Information Technology and Team Approach.

BIN 602 (50 hours) $6,810

Manufacturing Best Practices for Success

Manufacturing Best Practices for Success is a 25-hour course designed to instruct students in Manufacturing, GD&T, Finance and Accounting, Strategy and Leadership, Marketing and Sales, Quality, Human Resources, Information Technology and Team Approach.

BIN 622 (25 hours) $3,400

MasterCam 2D Entry Level

The MasterCam 2D course is a 10-lesson, 20-hour entry level course designed to instruct students in Computer Aided Design (CAD) and Computer Aided Manufacturing (CAM). Students will use Master-Cam to create CNC (Computer Numerical Control) programs. These programs will be posted from MasterCam into G-code then uploaded into a Haas Simulator so the student can verify the program. In addition, students will learn the five crucial steps that must be addressed when using MasterCam to create a CAD drawing and CAM program.

BIN 605 (20 hours) $2,200

MasterCam 3D Entry Level

The MasterCam 3D course is a class designed for entry-level students who have completed course BIN 605 94 MasterCam 2D Entry Level. The major difference in 3D is the capacity to create curves in the Z axis (up-and-down direction), thus allowing many more types of objects to be milled. The 3D course will continue the pattern established in 2D of answering the five questions that must be addressed each time MasterCam is used. They pertain to:

1) Drawing preparation
2) Material selection
3) Part origin
4) Toolpaths
5) Program Verification

BIN 607 (60 hours) $4,200

Basic Blueprint Reading

Basic Blueprint Reading is a five-lesson, 20-hour course designed to instruct students how to read an engineering Blueprint, Into to GD&T, SolidWorks (CAD) software will be used to both illustrate and reinforce the student’s blueprint reading skills.

BIN 609 (20 hours) $2,220

Introduction to Inspection Practices

Introduction to Inspection Practices meets two days a week. Students will be taught Inspection fundamentals such as: Reading Dial Calipers, Micrometer, Height Gage, Basic Machine Shop Math and Introduction to GD&T & Into to CMM. The course is a combination of multimedia learning and hands on practical application in our lab.

BIN 611 (76 hours) $4,000

OSHA 30 General Industry

The OSHA 30-hour General Industry Outreach Training course is a comprehensive safety program designed for anyone involved in general industry. Specifically devised for safety directors, foremen, and field supervisors; the program provides complete information on OSHA compliance issues.

BIN 623 (30 hours) $975

OSHA 10 General Industry

The OSHA 10-hour General Industry Outreach Training Program is intended to provide an entry level worker’s general awareness on recognizing and preventing hazards in a general industry setting.

BIN 624 (10 hours) $325

Geometric Dimensioning & Tolerancing

Participants currently working and or interested in advanced manufacturing for machining and inspection will participate in a lecture, group based format. This class is designed to teach the importance of the GD&T system, proper identification and call out of datum features, and the effect of modifiers such as MMC and LMC. Attendees will also learn how GD&T saves money over traditional tolerances and how to interpret and apply each of the 14 symbols. This course can be online or in-person

BIN 580 (20 hours) $2,000
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.

Ed2go

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 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 14, 10am at PRIDESTar EMS
February 11, 10am at PRIDESTar EMS
March 11, 10am at PRIDESTar EMS
April 8, 10am at PRIDESTar EMS
May 13, 10am at PRIDESTar EMS
June 10, 10am at PRIDESTar EMS
July 8, 10am at PRIDESTar EMS
August 12, 10am at PRIDESTar EMS
September 9, 10am at PRIDESTar EMS
October 14, 10am at PRIDESTar EMS
November 18, 10am at PRIDESTar EMS
December 9, 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.
Noncredit Policies and Procedures

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
e-mail 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/f/
communityeducationregistrationform

The above form is Community Education classes only.
For all credit classes
e-mail Middlesex@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 state agency (HR Dept). For
MCC employees: https://www.middlesex.mass.edu/
humanresources/tuitwaiver.aspx

Waiver forms can be 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
781-280-3663 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.

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
Community Education in writing via
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.

Community Education and Training reserves the right
to cancel noncredit courses, workshops, programs, and
other events for which there is insufficient enrollment
and/or reschedule programs, to change instructors, to
change course locations and to take other administrative
actions as necessary. Corporate & Community Education
reserves the right to change the content of any course
information contained in our brochure or website due
to error or unforeseen circumstances. Refunds are
not automatically warranted based on these changes.
Middlesex Community College reserves the right
to make changes in policy and regulations at any time as
circumstances dictate.

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 781-280-3665 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.
Getting Started at Middlesex

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.
Credit 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 Arts & Science
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
Entrepreneurship
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
<table>
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<td>Quality Control And Good Manufacturing Practices</td>
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<td>Special Topics in Biotechnology</td>
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<td>2-D Design</td>
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<td>ART 115</td>
<td>Intro To Sculpture &amp; 3-D Design</td>
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<td>Printmaking II</td>
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<td>E-Commerce Marketing</td>
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<td>Painting I</td>
<td>BUS 151</td>
<td>Food and Beverage Management</td>
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<td>Painting II</td>
<td>BUS 152</td>
<td>Food and Beverage Cost and Revenue Management</td>
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<td>Graphic Design I</td>
<td>BUS 159</td>
<td>Baking II</td>
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<td>Studio Art Portfolio Preparation</td>
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<td>Graphic Production &amp; Layout</td>
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<td>Ceramics III</td>
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<td>BIO 112</td>
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<td>BUS 227</td>
<td>Taxation</td>
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<td>BIO 116</td>
<td>The Brain, Molecules to Mind</td>
<td>BUS 240</td>
<td>Principles of Marketing</td>
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<td>BIO 120</td>
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<tr>
<td>BIO 145</td>
<td>Zoology</td>
<td>CAD 169</td>
<td>Solid Modeling I</td>
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<td>BIO 231</td>
<td>Anatomy And Physiology I</td>
<td>CAD 180</td>
<td>Solid Modeling II</td>
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<td>BIO 232</td>
<td>Anatomy And Physiology II</td>
<td>CAD 205</td>
<td>Geometric Dimensioning and Tolerancing</td>
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<td>BIO 235</td>
<td>Intro To Microbiology</td>
<td>CAD 227</td>
<td>CAD Applications</td>
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<td>BIO 240</td>
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<td>CAD 228</td>
<td>Practicum in CAD Technology</td>
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<td>BIO 250</td>
<td>Immunology</td>
<td>CAD 270</td>
<td>Design for Manufacturing</td>
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<tr>
<td>BIO 252</td>
<td>Principles of Cell Biology</td>
<td>CAP 101</td>
<td>Computer Applications</td>
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<td>BIO 255</td>
<td>Molecular Biology</td>
<td>CAP 155</td>
<td>Spreadsheet Applications</td>
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<td>BIT 103</td>
<td>Computer Programs for Biotechnology Industry</td>
<td>CHE 121</td>
<td>Introduction to Chemistry</td>
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<td>BIT 150</td>
<td>Methods of Biotechnology</td>
<td>CHE 131</td>
<td>College Chemistry I</td>
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Credit Course Offerings

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.

CHE 132  College Chemistry II
CHE 151  General Chemistry for Engineering and Science I
CHE 152  General Chemistry for Engineering and Science II
CHE 160  Principles of Biochemistry
CHE 251  Organic Chemistry I and Lab
CHE 252  Organic Chemistry II and Lab
COM 101  Introduction to Communication and Media
COM 102  Media Ethics and Law
COM 103  Public Speaking and Professional Presentations
COM 104  Message Design
COM 106  Film and Society
COM 110  Screenwriting
COM 115  Introduction to Human Communication
COM 116  Interpersonal Communication
COM 121  Introduction to Video Production
COM 124  Media Writing
COM 125  Social Media
COM 127  Introduction to Crisis Communications
COM 143  Race, Class, & Gender
COM 222  Communication Internship
COM 230  Editing and Post-Production
COM 292  U.S. History Through Film: Honors
CRJ 111  Introduction to Criminal Justice
CRJ 112  Criminal Law
CRJ 121  Contemporary Policing
CRJ 122  Juvenile Justice Process
CRJ 153  Law, Justice and Society
CRJ 231  Principles of Correction
CSC 101  Introduction To Computer Science
CSC 151  Programming I
CSC 156  Operating Systems Basics and Security
CSC 170  Digital Forensics I
CSC 188  Introduction to Computer Security
CSC 202  Computer Organization/Assembly Language
CSC 252  Programming II
CSC 255  Programming III
CSC 258  Data Structures
CSC 272  Digital Forensics II
CSC 273  Digital Forensics III
CSC 289  Secure Programming
CSC 290  Information Assurance
DAN 102  Jazz Dance
DAN 108  Hip Hop Dance
ECO 120  Economics and Management in Technology Industries
ECO 140  Principles of Macroeconomics
ECO 150  Principles of Microeconomics
EDU 100  Introduction to Early Childhood Education
EDU 101  Curriculum In Early Childhood Programs
EDU 102  Child Guidance and Classroom Management
EDU 103  Infant and Toddler Care and Program Planning
EDU 104  Exceptional Learners
EDU 109  Supervised Practicum and Seminar for Assistant Teacher Certificate and CDA Credential
EDU 122  Child Growth and Development
EDU 150  Discover Teaching
EDU 153  Planning Programs And Environments For Children
EDU 154  Health, Safety, and Nutrition In Early Childhood Education
EDU 251  Supervised Practicum & Seminar
EDU 252  Administration of Early Childhood Program
EGR 101  Introduction to Engineering
EGR 209  Fluid Mechanics
EGR 211  Strength of Materials
EGR 212  Dynamics
EGR 213  Materials Science for Engineer
EGR 214  Thermodynamics
EGR 216  Logic Design
EGR 261  Electric Circuits Theory II
ELL 054  ELL Reading & Writing I
ELL 055  ELL Reading & Writing II
ELL 074  Grammar and Editing I
ELL 075  Grammar and Editing II
EMT 100  Emergency Medical Tech-Basic
ENG 092  Read, Writing & Reasoning
ENG 101  English Composition I
ENG 102  English Composition II
ENG 109  Critical Thinking
ENG 113  Classics Of Childrens Literature
ENG 118  Modern Drama
ENG 130  Voices From Behind Bars:Prison
ENG 140  Early World Literature
ENG 141  Modern World Literature
ENG 143  British Literature Survey
ENG 150  Creative Writing I
ENG 151  Creative Writing & Publishing
ENG 156  Reading & Writing Poetry
ENG 161  Modern American Literature
ENG 185  The Short Story
ENG 190  The Graphic Novel
ENG 200  Creative Writing II
ENV 103  The Age of Dinosaurs
ENV 108  Renewable Energy
ENV 110  Introduction to Ocean & Marine Biology
Credit Course Offerings

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.

ENV 115  Environmental Studies
ENV 121  Coral Reef Ecology
ENV 131  Environmental Science with Lab
ETH 101  Ethics And Society
ETH 102  Business Ethics
ETH 103  Ethics and Technology
ETH 105  Introduction To Bioethics
FPS 150  Hazardous Materials
FPS 152  Fire Protection Systems And Equipment
FPS 153  Building Construction For Fire
FPS 200  Fire Arson Investigation
FPS 201  Fire Company Officiership
GGY 120  World Geography
GOV 110  Comparative Government
GOV 115  International Relations
GOV 120  American Government
HST 121  US History Through 1876
HST 122  US History After 1876
HST 130  History Of World Civilization Before 1500
HST 131  History Of World Civilization After 1500
HST 290  World Cultures: Honors Seminar
HST 292  U.S. History Through Film:Honors Seminar
HUM 102  Introduction To The Humanities
HUM 104  Myths
HUM 143  Race, Class, & Gender
HUM 290  World Cultures: Honors Seminar
HUM 299  Postcolonial and Diaspora Studies: Honors Seminar
HUS 101  Introduction to Human Services
HUS 151  Counseling Theory and Process
HUS 152  Current Issues Human Services
HUS 153  Supervised Field Placement/Seminar I
HUS 154  Supervised Field Placement/Seminar II
HUS 200  Introduction to Counseling Skills
IDS 101  General Education Seminar: First Year Experience
IDS 103  General Education Seminar: Leadership
IDS 104  General Education Seminar: Research
IDS 105  General Education Seminar: Interdisciplinary Weekend
IDS 106  General Education Seminar: Career Exploration
IDS 107  General Education Seminar: Career Readiness
IDS 108  General Education Seminar: Wellness
IDS 110  General Education Seminar: The Choices We Make
IDS 117  General Education Seminar: Entrepreneurial Thinking
IDS 119  General Education Seminar: Diversity Summit
IDS 120  General Education Seminar: Money Matters
IDS 121  General Education Seminar: Digital Literacy
IDS 122  General Education Seminar: Early Childhood Education Field Placement I
IDS 123  General Education Seminar: Early Childhood Education Field Placement II
IDS 130  General Education Seminar: Arts, Humanities, Comm Career Exploration
IDS 131  General Education Seminar: Business Career Exploration
IDS 132  General Education Seminar: Health Career Exploration
IDS 133  General Education Seminar: Health Career Exploration
IDS 134  General Education Seminar: Social Science Career Exploration
IDS 135  General Education Seminar: STEM Career Exploration
IDS 140  General Education Seminar: LGBTQ History
IDS 151  General Education Seminar: Editing and Publishing: Dead River Review
IDS 152  General Education Seminar: Rehearsal and Performance
IDS 153  General Education Seminar: Rehearsal and Performance
IEI 090  High-Intermediate Intensive English
IEI 095  Advanced Intensive English
ITC 101  IT Support
ITC 111  Scripting for Security
ITC 221  Database Systems and Security
ITC 240  Ethical Hacking
ITC 250  Information Technology Cybersecurity Capstone
ITC 281  Cybersecurity I
ITC 290  IT Internship
LAN 103  Modern Hebrew 1 and Culture
LAN 104  Hindi 1 and North Indian Culture
LAN 106  Mod Hebrew 2 and Israeli Culture
LAN 107  Korean 1 and Culture
LAN 108  Korean 2 and Culture
LAN 111  French 1 and Culture
LAN 112  French 2 and Culture
LAN 121  German 1 and Culture
LAN 122  German 2 and Culture
LAN 131  Japanese 1 and Culture
LAN 132  Japanese 2 and Culture
LAN 136  Classical and Ancient Greek I
LAN 141  Portuguese 1 and Culture
LAN 142  Portuguese 2 and Culture
LAN 145  Modern Greek 1 and Culture
LAN 146  Modern Greek 2 and Culture
LAN 151  Spanish 1 and Culture
LAN 152  Spanish 2 and Culture
LAN 171  Khmer 1 and Culture
LAN 172  Khmer 2 and Culture
LAN 175  Russian 1 and Culture
LAN 176  Russian 2 and Culture
LAN 181  Arabic 1 and Culture
Credit Course Offerings

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LAN 182 Arabic 2 and Culture
LAN 183 Italian 1 and Culture
LAN 184 Italian 2 and Culture
LAN 185 Latin 1 and Roman Culture
LAN 186 Latin 2 and Roman Culture
LAN 191 Chinese 1 and Culture
LAN 192 Chinese 2 and Culture
LAN 203 Chinese 3 and Culture
LAN 204 Chinese 4 and Culture
LAN 205 Modern Hebrew 3 and Culture
LAN 206 Modern Hebrew 4 and Culture
LAN 211 French 3 and Culture
LAN 212 French 4 and Culture
LAN 213 Italian 3 and Culture
LAN 214 Italian 4 and Culture
LAN 217 Khmer 3 and Culture
LAN 218 Khmer 4 and Culture
LAN 221 German 3 and Culture
LAN 222 German 4 and Culture
LAN 223 Russian 3 and Culture
LAN 224 Portuguese 3 and Culture
LAN 225 Portuguese 4 and Culture
LAN 226 Russian 4 and Culture
LAN 232 Japanese 3 and Culture
LAN 233 Japanese 4 and Culture
LAN 251 Spanish 3 and Culture
LAN 252 Spanish 4 and Culture
LAN 281 Arabic 3 and Culture
LAN 282 Arabic 4 and Culture
LAN 285 Latin 3 and Roman Culture
LAN 286 Latin 4 and Roman Culture
LGL 101 Introduction To Law
LGL 102 Business Law
LGL 153 Law, Justice and Society
MAT 001 Preparation for College Math
MAT 002 Preparation for College Math
MAT 004 Preparation for College Math
MAT 004 Preparation for College Math
MAT 006 Skills for College Math
MAT 007 Skills Development
MAT 008 Skills Development for Precalculus
MAT 009 Math Ramp Up Completion
MAT 120 Math for Liberal Arts
MAT 130 Elements of Mathematics I
MAT 131 Elements of Mathematics II
MAT 165 Trigonometry for Engineering and Science
MAT 177 Statistics
MAT 182 Precalculus for Business and Social Science
MAT 195 Precalculus for Engineering and Science
MAT 196 Accelerated Precalculus and Trigonometry for Engineering and Science
MAT 201 Math Research
MAT 202 Math Research II
MAT 203 Math Research III
MAT 204 Math Research IV
MAT 250 Discrete Math
MAT 290 Calculus I For Science
MAT 291 Calculus II For Science
MAT 292 Calculus III For Science
MAT 296 Linear Algebra II
MAT 298 Differential Equations
MUS 101 Music Appreciation
MUS 102 World Music
MUS 103 Introduction to American Music
MUS 106 Introduction to the Music Business
MUS 110 Music Theory I
MUS 120 Introduction to Music Technology
MUS 130 Applied Piano For Beginners
MUS 131 Applied Guitar for Beginners
MUS 132 Voice I
MUS 134 World Drumming
MUS 160 Music Theory II
MUS 181 Guitar II
MUS 182 Voice II
MUS 184 World Drumming II
NST 121 Computing System Fundamentals
NST 181 Networking I
NST 231 Networking II
PAR 102 Litigation
PAR 110 Legal Research and Writing I
PAR 131 Computer Applications For Paralegals
PAR 134 Family Law
PAR 135 Real Estate Law
PAR 198 Law Office Management
PAR 199 Paralegal Internship
PAR 210 Legal Research and Writing II
PHL 101 Introduction to Philosophy
PHY 105 Astronomy
PHY 151 Physics I
PHY 152 Physics II
PHY 171 Physics For Engineering & Science I
PHY 172 Physics For Engineering & Science II
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.

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<tr>
<td>PSY 101</td>
<td>Introduction to Psychology</td>
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<td>PSY 120</td>
<td>Child Psychology</td>
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<td>PSY 125</td>
<td>Psychology of Success</td>
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<td>PSY 160</td>
<td>Interpersonal Relations I</td>
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<td>PSY 171</td>
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<td>Sports, Wellness and Society</td>
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<td>Sociology of the Family</td>
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<td>Globalization: Honors Seminar</td>
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<td>THE 101</td>
<td>Introduction to Acting</td>
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<td>Creative Drama With Children</td>
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<td>THE 114</td>
<td>Stage Lighting and Projections</td>
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<td>THE 118</td>
<td>Modern Drama</td>
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<td>THE 123</td>
<td>Stage Sound and Audio</td>
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<td>THE 128</td>
<td>Stage Management</td>
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<td>THE 135</td>
<td>Directing</td>
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<td>THE 140</td>
<td>Musical Theatre</td>
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<td>THE 145</td>
<td>Scene Study</td>
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<td>THE 152</td>
<td>Rehearsal and Performance</td>
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<td>TMA 100</td>
<td>Mathematics for Technology</td>
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</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

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**2023 Spring Open Houses**

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<th>Event</th>
<th>Date</th>
<th>Time</th>
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<tr>
<td>Bedford</td>
<td>Open House</td>
<td>Wednesday</td>
<td>April 12</td>
</tr>
<tr>
<td>Lowell</td>
<td>Open House</td>
<td>Wednesday</td>
<td>April 26</td>
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For more information: www.middlesex.mass.edu/OH
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 2023 Semester runs from January 23 - May 19.

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**DUAL ENROLLMENT** allows high school and homeschool students to complete college courses that will count toward their high school transcript and be used as transferrable college credits.

Dual Enrollment is a great value – the state-subsidized tuition rate for MA Dual Enrollment students is **$108 per credit**. MCC’s current in-state tuition rate is **$252 per credit**.

Graduate from college sooner with classes you completed while still in high school and save on college tuition!

**VISITING STUDENT** allows high school students who are not looking to meet high school course requirements, to have the opportunity to enroll in and complete college courses.

Visiting students earn transferable college credits that help them strengthen college applications and achieve personal enrichment goals.

These students pay the regular MCC tuition rate and can sign up for the monthly payment plan.
**Prepare for College/Hi-Set Resources**

**Adult Basic Education**

The Adult Learning Center offers FREE classes for adult learners (ages 16+)

Who live in Massachusetts and are preparing for HiSET or GED or for students who are at an intermediate to advanced English level and need to improve their reading and writing in order to qualify for further education, job training or better employment. 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/

**English & Foreign Language Resources**

**English Learner Institute**

This Institute focuses on helping members of the community develop basic English and other skills including technology, life and social skills. Anyone who is a newcomer to the United States, or needs to develop Basic English skills, is eligible for this program. Available at the Lowell campus, the English Learner Institute consists of various noncredit day and evening courses (that vary in length, from six to fourteen weeks). As part of the Institute, a free program called Prepare to Attend College (PAC), is offered three times a year. These classes continue to be a bridge for non-native English speakers who often enroll in credit classes at MCC.

For more information, contact Audrey Nahabedian nahabediana@middlesex.mass.edu

https://www.middlesex.mass.edu/bus_ind/pac.aspx

**World Language Institute**

MCC helps students become immersed in many different languages, including Arabic, Chinese, French, German, Greek (both modern and classical), Hebrew (modern), Hindi, Italian, Japanese, Khmer, Korean, Latin & Roman Culture, Portuguese, Russian, Spanish, Ukrainian.

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 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 at glazerm@middlesex.mass.edu or 978-656-3350.
https://www.middlesex.mass.edu/iei/default.aspx
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
- 1065653 Technical Writing Certificate
- 1112907 Nurse Assistant /HHA Certification
- 1080330 SHRM Essentials of Human Resources
- 1103136 SHRM CP/SCP Certification Exam Prep
- 1113947 Pharmacy Technician
- 1121999 Accounting Fundamentals
- 1115397 Business Computer Applications
- 1115398 MS Excel Certificate
- 1122578 Non-Profit Management Certificate
- 1134371 Customer Service Certificate
- 1130971 Theater for English Learners
- 1128442 Intro to Grant Writing
- 1128443 Interior Design 101

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.

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/ftf
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 more than 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 needed to help our students succeed.

**Scholarship Data for 2022**

- 82 Scholarship students served
- 89 Scholarships awarded
- $191,500 Awarded in scholarship dollars

Securely donate online at: [www.middlesex.mass.edu/thefund](http://www.middlesex.mass.edu/thefund)

Middlesex Community College Foundation • P.O. Box 8681 • Lowell, Massachusetts 01853 • 978-656-3034

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!

**Flexible** course formats, **affordable** prices, and **award-winning** student support services put students on the right track to **reach their goals** and **pursue their dreams**.

Are you ready for your future?

With MCC, choose from 80+ programs and discover your path.

- Finish general requirements
- Earn transferable credits
- Update and learn new skills
- Save thousands on tuition costs

[WWW.MIDDLESEX.MASS.EDU/SPRING](http://WWW.MIDDLESEX.MASS.EDU/SPRING)

Classes START JAN. 23
Connect with us...

Workforce Development Education and Training with
Middlesex Community College

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.

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