CORPORATE AND COMMUNITY EDUCATION & TRAINING

Professional and Personal Development Programs and Credit Course Listings

SUMMER 2022

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

May
31........Quick Start (3 weeks) begins
Session I (5 weeks) begins
Session II (8 weeks) begins

June
13........Last day to withdraw from a Quick Start class without penalty of “F”
17........Quick Start ends
23........Last day to withdraw from a Session I class without penalty of “F”
30........Session I ends

July
12........Session III (5 weeks) begins
18........Last day to withdraw from a Session II class without penalty of “F”
26........Session II ends

August
4.........Last day to withdraw from a Session III class without penalty of “F”
11.........Session III ends

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

07/28 & 08/04 9:00am - 4:30pm Thursday
Bedford Campus Room TBA
Course Number: CAR 775 30 CRN: 12303 Professor: PATALANO

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

This is a noncredit (graded pass or fail) program.
More information and to apply: 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

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: email career_training@middlesex.mass.edu
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. Digital Photography courses are eligible for a 50% tuition waiver for MCC employees. Students need a SLR Digital Camera.

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

06/06 - 06/22
Bedford Campus
Course Number: CAR 611 30
CRN: 14316
Professor: CORREIA

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

07/11 - 07/27
Bedford Campus
Course Number: CAR 612 30
CRN: 14317
Professor: CORREIA

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) $565

05/18 - 07/13
Online With Class Meeting Times
Course Number: CAR 797 75
CRN: 14297
Professor: SHARMA

Intro to QuickBooks – EDG2go Online Course – Course Number EDG928
This course through Ed2go will teach you how to manage your business finances with QuickBooks Online. This powerful accounting software has helped millions of small business owners oversee their finances. And with the cloud-based program outpacing the desktop version, there’s no better time to refresh your QuickBooks knowledge. You will learn to use key features of QuickBooks Online and gain hands-on experience creating invoices, receipts, and statements; track payables, inventory, and receivables; generating reports; and more. Whether you’re new to QuickBooks or need a quick refresher, this course will empower you to take control of your business’s financial accounting, all with the ease and convenience of an online platform. Class begin monthly. Online software included. Not eligible for waivers. Enroll through Ed2go. (24 hours) $150
https://www.ed2go.com/mcc/online-courses/quickbooks-online/

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. $225

06/07 - 06/21
Online With Class Meeting Times
Course Number: CAR 973 75
CRN: 14342
Professor: UMAR

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: email career_training@middlesex.mass.edu
To enroll email Community Education career_training@middlesex.mass.edu or visit our registration page: https://www.middlesex.mass.edu/careertraining/register.aspx

Course Dates: June 1 - August 31, 2022  Cost: $115

Students may register through July 1, 2022.

All class access emails will be sent out 24-48 hours prior to the start of the course to the email you registered with.

- All MTEL classes are web based and offered in a self-paced, self-study format through the Blackboard. This means that you are taking the class at your own pace and schedule with access to an instructor for any questions or assistance needed. To learn more about Blackboard and online learning at MCC
  https://www.middlesex.mass.edu/adjunctjunction/blackboard.aspx
- All MTEL classes test you for a particular field. Please see the list of fields below so you are able register for the right course. To see full course descriptions
  https://www.middlesex.mass.edu/careertraining/testprep.aspx
- Not eligible for a tuition waiver. All classes are taught by Dr. Svenconis.

MTEL Test Prep-General Science (Field 64)
Course Number: CAR 954 75  CRN: 14298

MTEL Test Prep-Middle School Humanities (Field 50)
Course Number: CAR 961 75  CRN: 14314

MTEL Test Prep-Communication & Literacy (Field 01)
Course Number: CAR 602 75  CRN: 13735

MTEL Test Prep-Foundations of Reading (Field 90)
Course Number: CAR 635 75  CRN: 14287

MTEL Test Prep-General Curriculum Multi-Subject (Field 03)
Course Number: CAR 858 75  CRN: 13742

MTEL Test Prep-Math Skill Builder (Fields 03, 09, 47, 53)
Course Number: CAR 859 75  CRN: 13743

MTEL Test Prep-English as a Second Language (Field 54)
Course Number: CAR 878 75  CRN: 13856

MTEL Test Prep-History (Field 06)
Course Number: CAR 894 75  CRN: 13857

MTEL Test Prep-English (Field 07)
Course Number: CAR 897 75  CRN: 14021

MTEL Test Prep-Early Childhood (Field 02)
Course Number: CAR 904 75  CRN: 14020

MTEL Test Prep-Political Science (Field 48)
Course Number: CAR 910 75  CRN: 14089

MTEL Test Prep-Business (Field 19)
Course Number: CAR 932 75  CRN: 14183

MTEL Test Prep-Vocational Technical Literacy (Fields 191, 192)
Course Number: CAR 942 75  CRN: 14239

MTEL Test Prep-Adult Basic Education (Field 55)
Course Number: CAR 971 75  CRN: 14315

MTEL Test Prep-Reading Specialist (Field 08)
Course Number: CAR 911 75  CRN: 14207

TEAS Prep Courses

Course Dates: June 1, 2022-August 31, 2022  Cost: $115

Students may register through July 1, 2022.

All class access emails will be sent out 24-48 hours prior to the start of the course to the email you registered with.

- All TEAS classes are web based and offered in a self-paced, self-study format through the Blackboard. This means that you are taking the class at your own pace and schedule with access to an instructor for any questions or assistance needed. To learn more about Blackboard and online learning at MCC
  https://www.middlesex.mass.edu/adjunctjunction/blackboard.aspx
- Not eligible for a tuition waiver. All classes are taught by Dr. Svenconis

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. $115

06/01 - 08/31
Online w/no class meetings
Course Number: CAR 885 75  CRN: 13858  Professor: SVENCONIS

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: email career_training@middlesex.mass.edu
Health Careers

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. $115

Online w/no class meetings
Course Number: CAR 886 75  CRN: 13859  Professor: SVENCONIS

TEAS Science Prep
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. $115

Online w/no class meetings
Course Number: CAR 886 75  CRN: 13860  Professor: SVENCONIS

Home Health Aid Certificate
The Home Health Aide certificate program is designed to provide you with the knowledge and skills to successfully pursue a career in home healthcare, focusing on basic duties, procedures, and responsibilities; the need for effective communication; awareness of safety precautions, and the needs associated with caring for specific populations. This course consists of 60 hours of online study and 16 hours of skills lab training, that will take place in MCC’s Nursing Assistant skills lab. (76 Hours) $1,099

On Campus Lab - Lowell, MA campus
- August 2, 3, 8, 9 6:00pm - 10:00pm Monday - Wednesday
- No Class 07/04

Nurse Assistant 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. Course is not eligible for waivers or vouchers. State exam administered by Prometrics and is a separate fee.

The following requirements must be met:
1. Must have a high school diploma or GED
2. Must have a valid photo ID (state ID or driver’s license)
3. Meet with Program Manager prior to enrollment
4. Agree to a CORI/SORI background check (must complete forms with MCC and provide valid photo ID (ie license or state issued photo ID)
5. Complete a Health Record Immunization form
6. Proof of COVID Vaccine & Booster

Home Health Aid Certificate
The Home Health Aide certificate program is designed to provide you with the knowledge and skills to successfully pursue a career in home healthcare, focusing on basic duties, procedures, and responsibilities; the need for effective communication; awareness of safety precautions, and the needs associated with caring for specific populations. This course consists of 60 hours of online study and 16 hours of skills lab training, that will take place in MCC’s Nursing Assistant skills lab. (76 Hours) $1,099

On Campus Lab - Lowell, MA campus
- August 2, 3, 8, 9 6:00pm - 10:00pm Monday - Wednesday
- No Class 07/04

Nurse Assistant 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. Course is not eligible for waivers or vouchers. State exam administered by Prometrics and is a separate fee.

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5. Complete a Health Record Immunization form
6. Proof of COVID Vaccine & Booster

ONLINE Medical Interpreting
Medical interpreters are in great demand both in person and remotely by video or phone. 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. 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 fully bilingual and must be fluent in English and one other language. Upon completion of this course, students may elect to apply for national certification. Not eligible for tuition waivers. (60 Hours) $1,199

Online with Class Meeting Times
Course Number: HLT 607 33  CRN: 14338  Professor: LEWIS

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: email career_training@middlesex.mass.edu
Local Anesthesia Certification for RDH
This course is recommended for registered dental hygienists who would like to become certified in local anesthesia. Since 2005, MCC has prepared hundreds of RDH to become certified in local anesthesia. MCC complies with the Massachusetts Board of Registration in Dentistry regulations for the administration of local anesthesia. At completion, the RDH will be able to administer safe, effective, and painless local anesthesia with confidence and competence and be prepared to take the computerized CDCA exam. The course consists of a 50 hour on-line study (independent and self-paced) prior to clinical, interactive presentations, and a 3-day clinical in which students will have 30 injection experiences and a clinical final exam. The strength of this hands-on course is the amount of actual time you will administer injections to your classmates. Participants must sit as a patient. Upon successful completion, students will be awarded a certificate and 26 CEUs. Note: Partial credit cannot be awarded. 4.1 student to instructor ratio during clinic. Course Director and Lead Faculty: Debra November-Rider. ($1,460)

Course Number CAR 751 80
Online Study: July 7 - October 3
3 day clinical: October 8, 9, 10
Enrollment begins July 1

Safe & Effective Local Anesthesia
This presentation will address how to ensure the safest anesthetic for your patient, and how to troubleshoot and improve your injection techniques. A review of how to calculate the MRD to prevent toxicity will be covered including other risk management principles for safe local anesthesia administration. Lecture class only; no clinical component. (4 hours, 4 CEUs) $89. Must be present the entire online webinar to be awarded CEUs.

At completion, you will be able to:
1. Identify critical anatomical landmarks for various maxillary and mandibular nerve block injections
2. Assess causes for inadequate local anesthesia and make recommendations for improvement
3. Implement strategies to troubleshoot inadequacy or absence of local anesthesia
4. Calculate the maximum recommended dose (MRD) based on the patient’s weight and medical status
5. Determine factors to consider when formulating a safe treatment plan for local anesthesia
6. Describe the most recent advances in pain control

Dental Radiography: Putting Theory to Practice
This refresher course will provide the dental radiographer with the basic principles of x-ray production and biology. The fundamentals of intraoral radiographic exposures and interpretation will be reviewed, as well as troubleshooting common challenges through technique and armamentarium modifications. Attendees will leave with reinforced understanding of and confidence in dental radiography theory and application in patient care. Course is open to any dental professional working with x-ray production (2 hours, 2 CEUs) $49.

Must be present the entire webinar to earn CEUs

Objectives:
• Define x-radiation and explain the basic steps of x-ray production
• Describe the biological effects of ionizing radiation on a living organism
• Outline fundamental principles of intraoral radiographic exposure selection and technique
• Identify features of normal anatomy and common deviations from health in the interpretation process
• Troubleshoot challenging intraoral exposures through technique and armamentarium modification

Certified Medical Administrative Assistant (CMAA)
Administrative medical assistants are skilled multi-tasks who direct the flow of patients through an office. Job duties can include scheduling appointments, entering demographic and insurance information into practice software, managing patient check-in and check-out, answering phone calls, filing and retrieving records, maintaining electronic records, composing correspondence, performing daily financial practices, assigning medical codes and processing insurance claims. Upon completion, you will be prepared to sit for the Certified Medical Administrative Assistant (CMAA) national certification exam. Exam Voucher Included. Enrollment and payment is through Cengage Learning by calling 855-520-6806. Not eligible for tuition waivers. (160 hours) $2,195.

Course outcomes:
• Learn what is required to succeed as a Medical Administrative Assistant
• Master multitasking as it relates to scheduling appointments, processing insurance requests, maintaining records and corresponding with patients
• Learn best financial practices for a medical center
• Master the fundamentals of medical terminology and ethical best practices
• Understand the basics of working with medical documents, medical billing, and coding processes
Computer Applications

MS Excel Certificate
Learn Excel like a pro! From beginning to advanced functions you will learn the features of MS Excel. Upon successful completion you will be able to: create and format a worksheet; create formulas; manipulate and calculate data with advanced formulas, create and modify tables, present data with charts, analyze data using PivotTables, customize data, work with multiple workbooks, import and export data. Pre-Req: -Students must be proficient with MS Windows & keyboarding. This course is taught in a PC/MS Office environment in our computer lab (24 hours) $309

Choose from one of two on campus sections:

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<thead>
<tr>
<th>Start Date</th>
<th>End Date</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>CRN</th>
<th>Instructor</th>
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<tr>
<td>05/24 - 07/19</td>
<td>05/24 - 07/19</td>
<td>6:00pm - 9:00pm</td>
<td>Tuesday</td>
<td>Bedford Campus</td>
<td>13745</td>
<td>Professor: TROCHE</td>
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<td>07/13 - 08/04</td>
<td>07/13 - 08/04</td>
<td>2:00pm - 5:00pm</td>
<td>Wednesday &amp; Thursday</td>
<td>Bedford Campus</td>
<td>14253</td>
<td>Professor: TROCHE</td>
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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. (12 hours) $199

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<td>9:00am - 12:00pm</td>
<td>Friday</td>
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<td>13723</td>
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<td>08/09 - 08/30</td>
<td>08/09 - 08/30</td>
<td>5:00pm - 8:00pm</td>
<td>Tuesday</td>
<td>Bedford Campus</td>
<td>14072</td>
<td>Professor: KELLEY</td>
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Business Computer Application 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. Add No class week of July 4. (24 Hours) $319

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<td>Professor: KILROY</td>
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<td>06/07 - 08/02</td>
<td>06/07 - 08/02</td>
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<td>Tuesday</td>
<td>Bedford</td>
<td>13522</td>
<td>Professor: KELLEY</td>
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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! While this is more of an educational program, the atmosphere is casual and the material we’ll work with is lovely. We’ll use a different combination of florals each week. Topics covered: Harmony and Unity; Proportion and Scale; Rhythm and Emphasis; Balance and Symmetry. Materials fee of $125 total payable to the instructor via cash or check. Ms. Mattson is accredited as an American Institute of Floral Design member. (10 hours) $99

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<td>Monday</td>
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<td>14336</td>
<td>Professor: MATTSON</td>
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<td>06/06 - 06/27</td>
<td>06/06 - 06/27</td>
<td>6:30pm - 8:00pm</td>
<td>Monday</td>
<td>Bedford Campus</td>
<td>14336</td>
<td>Professor: MATTSON</td>
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Registration and Refund Policy for Community Education
Registration and refund information is detailed in the link below for Community Education and Training classes. This information for noncredit Community Education courses only.

All noncredit Community Education students must register before the class start date. Payment is due upon enrollment. Students will not be permitted to attend the first class without prior registration. MCC requires students to provide a valid e-mail address, home address, date of birth, and cell 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. For all other programs including credit program registration and refunds email MCC Admissions, middlesex@middlesex.mass.edu.

Community Education enrollment and refund policies are detailed at, https://www.middlesex.mass.edu/careertraining/register.aspx

If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: email career_training@middlesex.mass.edu
Why choose College for Kids & Teens Summer program at Middlesex Community College?

**College for Kids** provides children with an exciting range of unique opportunities to explore careers, gain new knowledge, develop new skills, meet new friends, and boost self-confidence. Our programs provide students with a safe and exciting place to learn on the Bedford and Lowell campuses using the vast open spaces in Bedford and the cultural and ethnic resources in Lowell. All of our programs are staffed by experienced educators at the K-12 level, college faculty or subject matter experts working in a particular field.

**College for Teens** is a new career exploration program where high school youth are able to better explore different career paths and earn college credit along the way. These career exploration opportunities are in the form of noncredit youth academies in the areas of Music, Writing, Business and Engineering. Upon successful completion of the noncredit academy you are eligible to earn one college credit. The youth academies are 15 hours in length and provide direct, hands on learning experiences with an MCC Faculty member. Students will be able to experience being on a college campus, connecting with a Faculty member and a program of study that will get youth one step closer to submitting that college application and creating next steps after graduation.

For more information or questions call Program Manager, Lauren Ellis, 781-280-3669 or via email at: ellisl@middlesex.mass.edu

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**ACE: AVIATION & SIMULATION (AGES 10-15)**
Co-sponsored by the Federal Aviation Administration, Middlesex Community College is celebrating its 24th year hosting Aviation Career Education (ACE). In Aviation and Simulation, you will explore many of the possible aviation careers and meet experts from those fields. Learn the fundamentals of flight by designing, building and testing your own model aircraft and rockets.

**YTH 610 30**  
9:00 a.m. - 4:00 p.m.  
BEDFORD  
$365

**ALL ABOUT SCIENCE (AGES 10-15)**
Channel your inner scientist by learning through experiments. We will experience our way through popular topics in chemistry, biology, physics and animal science. Learn how science works in the real world! You never know what you will discover in all about Science.

**YTH 639 30**  
9:00 a.m. - 4:00 p.m.  
BEDFORD  
$335

**CAKES & CUPCAKES (AGES 10-15) – HALF DAY PROGRAM**
Tap into your creative side! Learn cake and cupcake decorating tips in this exciting class! Each day you will go home with new techniques and ideas for all types of special occasions or just everyday fun! Due to the nature of this program, we are not able to accommodate students with food allergies. Each family is responsible for a $35 supply fee payable directly to the instructor on the first day of the program.

**YTH 677 30**  
9:00 a.m. - 12:00 p.m.  
BEDFORD  
$215

**CARTOONING (AGES 10-15)**
Join us for an adventure in cartooning! Explore the fundamental skills involved in creating cartoons. We will discuss illustration styles and tips and tricks used by professionals in the industry. Facial expressions, figure drawing, composition, perspective and background will also be covered.

**YTH 647 30**  
9:00 a.m. - 4:00 p.m.  
BEDFORD  
$335
### CASE STUDIES IN VETERINARY MEDICINE (Ages 12-16)
If you have taken Introduction to Veterinary Science or have volunteered in local animal clinics or facilities, this is the class for you. This advanced program is designed to immerse the animal enthusiast with a serious interest in veterinary science to the world of veterinary medicine through the utilization of case studies. You will build your knowledge through interactions with local professionals, laboratory experiments, field trips and more.

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<thead>
<tr>
<th>Course Code</th>
<th>Session Time</th>
<th>Location</th>
<th>Fee</th>
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<tr>
<td>YTH 622 30</td>
<td>9:00 a.m. – 4:00 p.m.</td>
<td>BEDFORD</td>
<td>$365</td>
</tr>
</tbody>
</table>

### CREATIVE DRAWING (Ages 8-12)
Mark Making will be explored in this fun and creative class. Young artists will be introduced to traditional drawing techniques of graphite, colored pencil, and charcoal to create rich one of a kind works of art. Concepts of composition, perspective, line and form will be discussed, as well how to critique one's own work in a positive manner.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Session Time</th>
<th>Location</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>YTH 752 30</td>
<td>9:00 a.m. – 4:00 p.m.</td>
<td>BEDFORD</td>
<td>$335</td>
</tr>
</tbody>
</table>

### *NEW* CODING FOR KIDS-SCRATCH (Ages 8-12)
This class provides a powerful learning tool for budding programmers. Using an advanced block coding format, Scratch teaches fundamental programming concepts. Students learn these critical concepts by creating animations and computer games with interacting characters. Students will apply problem solving skills to debug programs, make customizations and bring their imaginations to life! Key Skills students will build in class: Apply fundamental concepts to build animations, sequencing, use motion and looks blocks, create own variables and functions, Program with event and control blocks and learn prototyping and design more advanced games using constructors and variables. Use broadcasts, explore graphics and sound, use of all types of blocks at a more advanced level.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Session Time</th>
<th>Location</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>YTH 816 80</td>
<td>9:00 a.m. – 4:00 p.m.</td>
<td>LOWELL</td>
<td>$335</td>
</tr>
</tbody>
</table>

### *NEW* CODING FOR TEENS-PROCESSING LANGUAGE (JAVASCRIPT) (Ages 12-17)
Kids may have heard of Java programming language, which is different from JavaScript. It may also be known that with programming you can create applications for both the computer and mobile devices (particularly familiar may be mobile apps). If you have seen Block programming languages (like Scratch) you may have used drag-and-drop programming before. If you want to explore programming in a text-based way and expand upon your previous knowledge, or just want to start to learn a programming language, definitely sign up! Kids will explore computer science concepts through a high level programming language: Processing. How do lines of code transform into an interactive, user-controlled experience? What are some of the fundamentals of Computer Science? What can you do with computer science? Find answers to these questions and more in this course.

<table>
<thead>
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<th>Session Time</th>
<th>Location</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>YTH 817 80</td>
<td>9:00 a.m. – 4:00 p.m.</td>
<td>LOWELL</td>
<td>$335</td>
</tr>
</tbody>
</table>

### DUNGEONS & DRAGONS (Ages 12-16)
Dungeons and Dragons is a social tabletop role-playing game that encourages creativity and problem solving. Kids will get to play this game with each other along with creating their own fantasy characters and world. Writing, mathematical and acting skills will be heavily utilized throughout the program.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Session Time</th>
<th>Location</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>YTH 775 30</td>
<td>9:00 a.m. – 4:00 p.m.</td>
<td>BEDFORD</td>
<td>$335</td>
</tr>
</tbody>
</table>

### EXPLORATION ART STUDIO (Ages 8-12)
In this exciting new class, get ready to explore what interests you! A variety of art materials will be at your disposal to fully create with the assistance of a professional artist. Whether it is painting, drawing, printmaking or mixed media, there is something that will spark your imagination and creativity.

<table>
<thead>
<tr>
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<th>Location</th>
<th>Fee</th>
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<tbody>
<tr>
<td>YTH 750 30</td>
<td>9:00 a.m. – 4:00 p.m.</td>
<td>BEDFORD</td>
<td>$335</td>
</tr>
</tbody>
</table>

### FASHION DESIGN (Ages 10-15)
Are you interested in the texture, style and design of clothing? If so, then this is for you! We will explore fashion tools and techniques to help you develop your own style and express your individual creativity. Each student will receive an original gown donated by a local bridal shop to transform. We will display our creations at a fashion show on the final day.

<table>
<thead>
<tr>
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<th>Session Time</th>
<th>Location</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>YTH 614 80</td>
<td>9:00 a.m. – 4:00 p.m.</td>
<td>BEDFORD</td>
<td>$355</td>
</tr>
</tbody>
</table>

### FASHION DESIGN & JEWELRY (Ages 8-12)
Do you love to accessorize your clothing? Learn how to create jewelry that suits their style, whether it be a necklace, a pair of earrings, a bracelet or a bag. At the end of the week children will showcase all of the accessories they have made.

<table>
<thead>
<tr>
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<th>Session Time</th>
<th>Location</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>YTH 761 30</td>
<td>9:00 a.m. – 4:00 p.m.</td>
<td>BEDFORD</td>
<td>$355</td>
</tr>
</tbody>
</table>
FILM PRODUCTION (Ages 10-15)
Students will collaborate to produce a complete short film. Using professional, broadcast-quality equipment, as well as individual flip cameras, children will conceptualize, produce, direct and act in a light-hearted thriller. Over the course of a week, students will learn hands-on how a film is made from story to screen. In addition, a small amount of time will be spent viewing classic movies and discussing/critiquing.

YTH 650 30  9:00 a.m. – 4:00 p.m.  BEDFORD  $335

FUN WITH GAMES (Ages 10-15)
Children will enjoy the excitement and fun of a variety of different games, ranging from card and board games to parlor type games. Children will use and gain experience in problem solving skills and teamwork building, as well as tapping into their creative sides. During the week, children will not only play a variety of new and different games, they will also create and design their own game from scratch.

YTH 717 30  9:00 a.m. – 4:00 p.m.  BEDFORD  $335

INTRODUCTION TO VETERINARY SCIENCE (Ages 8-12)
Do you love animals and want to learn more about veterinary medicine? If yes, this course is for you. The class will expose you to various fields available in the veterinary and animal science field. We will investigate how animals benefit our society and how to care for small and large animals with hands on activities.

YTH 757 30  9:00 a.m. – 4:00 p.m.  BEDFORD  $365

*NEW* INTRODUCTION TO ENGINEERING & CAD EXPLORATION (Ages 13-17) – HALF DAY PROGRAM
This course will introduce students to engineering and computer aided design (CAD) as concentrations at MCC and as a career. Students will explore their personality, skills, values and life goals through hands-on circuit labs, 3D printing, several engineering fields through software programs and traditional lecture. This course will include career mapping, Engineering software tools introduced will include SolidWorks, MAT Lab, printed circuit board (PCB) layout software (EAGLE), SPICE Circuit Analysis Software and research to formulate a real-world perspective on current jobs in the fields of Engineering and CAD, and the requirements needed to achieve them. The class will culminate with a cumulative assessment.

YTH 804 30  10:00 a.m. – 1:00 p.m.  BEDFORD  $175

*NEW* INTRO TO 20TH-21ST CENTURY MUSIC CAREER EXPLORATION (Ages 13-17) – HALF DAY PROGRAM
This course will introduce students to Performing Arts-Music as a concentration at MCC and as a career. Students will explore their personality, skills, values and life goals through understanding contemporary classical music, 20the-21st century music and the many styles of classic music originating in the 1900’s until today. This course will include career mapping, current socio-political issues in the field of music, popular and world music influences, basic modern music theory concepts, and research to formulate a real-world perspective on current jobs in the field of Performing arts-music, and the requirements needed to achieve them. The class will culminate with a student-lead performance of selected pieces. **Recitals will take place, Saturday, July 2nd**

YTH 802 80  10:00 a.m. – 1:00 p.m.  LOWELL  $175

LEGO MINDSTORMS ROBOTICS & BATTLEBOTS (Ages 8-12)
Students will work together using the latest LEGO Mind storms EV3 system to complete challenges every day. Each day will incorporate new sensors and programming instruction until the end of the week, when students will work in teams to build, program and battle their own robots!

YTH 754 30  9:00 a.m. – 4:00 p.m.  BEDFORD  $335

MCC CHILDREN’S THEATER MATILDA, JR (Ages 8-17)
The Children’s Theater program is taught by Performing Arts Chair, Karen Oster. Drop off and pick up are not at this location but at the Carole Cowan Building, 33 Kearney Square, Lowell, MA. Final productions are scheduled on Saturday the 13th and Sunday the 14th. There will be an additional fee of $50 payable to the instructor, Karen Oster, via cash or check. The fee covers the cost of additional supplies and complimentary tickets for entrance to the performances. *This program is 3 weeks in length.

YTH 815 80  9:00 a.m. – 4:00 p.m.  LOWELL  $699
MINECRAFT (Ages 8-12)
Typically, kids play Minecraft at home with little to no direction or goals in mind. Now, approach game-play from a new angle to learn how to think critically about your work with the infinite possibilities of the game. Create themes, storylines, dialog between characters, objectives, goals and more. Most anything imaginable can be performed in Minecraft. It is the epitome of creativity, a limitless opportunity to build, discover and problem-solve. In recent years, the game has gained traction as an educational tool, acknowledged by many as an important vehicle for engaging kids in STEM (Science, Technology, Engineering and Math) fields such as programming, video game design & development, level design and more. There will be supervised breaks with outdoor activities planned.

YTH 695 30 9:00 a.m. – 4:00 p.m. BEDFORD $335

SPORTS & RECREATION (Ages 8-12)
This course provides a place for kids to explore different sports in many ways. Not only will we be playing different sports, but also learning about them too. Students will learn about the history, rules, strategies and science behind certain sports in a fun and competitive fashion. This class features activities such as outdoor scrimmages, workouts and group trivia games for small prizes. Featured Sports: Basketball, Soccer, Football, Ultimate Frisbee, Kickball, Wiffleball, Capture the Flag and others! Sneakers must be worn and bring extra water bottles each day.

YTH 781 30 9:00 a.m. – 4:00 p.m. BEDFORD $335

GRAPHIC DESIGN FOR BEGINNERS (Ages 10-17) – HALF DAY PROGRAM
Enter the world of a Graphic Designer – you will get to mainly experience using Illustrator and InDesign to create your own board game, like that of Monopoly. You are the creator of all things for this game from the layout to the artwork that will be on it, to the rules, the theme, and the entire setup of the game – from beginning to end. Take a deeper look into Illustrator and InDesign to watch your project come to life. Possibilities are endless to what you can imagine, possibly experiencing of incorporating the Photoshop program with the work done in Illustrator and InDesign. What game will you come up with that’s for all ages to enjoy? The only rule is … bring that imagination of yours and the endless ideas you have to our Graphic Design class!

YTH 814 30 9:00 a.m.-12:00 p.m. BEDFORD $215

WEB DESIGN FOR BEGINNERS (Ages 10-17) – HALF DAY PROGRAM
You may or may not have entered the world of a Graphic Designer, but how about the world of a Web Designer? You’ll get to create your very own website – it can be a portfolio of artwork, a resume website, sports fan page, video game forum, anime fan page, and more. You decide what you want your website to be about. By using Adobe XD you’ll be able to bring this creation to life! You may possibly be using Photoshop, Illustrator, and InDesign in your website – not all programs need to be used, you decide on the content, fonts, color theme, layout, and what’s needed. The only rule is … bring that imagination of yours and the endless ideas you have to our Web Design class!

YTH 813 30 1:00 p.m. - 4:00 p.m. BEDFORD $215

WRITING IN THE ARTS (Ages 10-15)
The art of writing is discovering what you believe, whether a book, or a blog, writing is the best form of thinking. Learn how to express your writing as it exercises your imagination, creates a form of expression, and becomes a powerful influencer. Additional topics are detailed writing, description, and points of view.

YTH 797 30 9:00 a.m. – 4:00 p.m. BEDFORD $335
NOTE TO PARENTS
Sections often fill quickly. To avoid disappointment, we encourage you to register early. For your child’s safety and optimal learning experience, please honor the age requirement. Our programs are educational and career oriented. Our goal is to provide a safe and fun learning environment. All students must demonstrate behavior consistent with this goal. MCC College for Kids complies with the minimum Department of Public Health standards required for Recreational Programs for Children. College for Kids programs are not eligible for tuition waivers. All participants must bring their lunches daily. There will be no cafeteria access, only vending machines will be available. Please read and review the College for Kids Parent Information Sheet, https://www.middlesex.mass.edu/collegeforkids/downloads/parentinfo22.pdf. It is the responsibility of all parents/guardians to read and review the entire contents of this packet.

PROGRAM HOURS
We have full day and half day programs that vary in times. Full day programs run Monday-Thursday from 9 a.m. - 4 p.m. Half day programs run Monday-Thursday from 9 a.m. -12 p.m. and 1 p.m. - 4 p.m. If you choose two half day programs to make a full day, your child can stay on campus for lunch in between the two sessions.

Please note: the MCC Theatre programs are Monday-Friday.

PROGRAM LOCATIONS
- Bedford Campus
  591 Springs Road
  Bedford, MA 01730
- Lowell Campus (Carole Cowan Center)
  33 Kearney Square
  Lowell, MA 01852
- Lowell Campus (Academic Arts Center)
  240 Central Street
  Lowell, MA 01852

ENROLLMENT
All enrollment is completed online via CampDoc app.campdoc.com/register/middlesexcc
Registration is on a first come first serve basis. Pre-registration is required for all programs. Flexible registration – 1 week or 6 weeks, you choose how many weeks you need. Your child will be considered registered upon completion of profile, and payment for each program selected.

REFUNDS
When a student drops or withdraws from a program, processing, instructional and other costs must be met by the college. Therefore, refunds for official withdrawals are as follows:

**ALL COLLEGE FOR KIDS & TEENS PROGRAMS**
- 30 or more days prior to start date ..........................................................100% of tuition minus $15 processing fee
- Less than 30 days prior to start date ..........................................................50% of tuition minus $15 processing fee
- First day or after ................................................................................................No refunds available

To be eligible for a refund, students MUST notify the Community Education and Training at 781-280-3663/781-280-3669 or ellisl@middlesex.mass.edu. Refunds must also be initiated through the online enrollment system, CampDoc. 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 withdrawal, and will be charged full tuition. In cases where MCC cancels a program 100% refund will be made. Community Education and Training reserves the right to cancel programs for which there is insufficient enrollment, to reschedule programs, to change instructors, to change locations and to take administrative action as necessary. Refunds are not automatically warranted based on these changes. The above refund policy applies to College for Kids programs only. Middlesex reserves the right to make changes in policy and regulations at any time as circumstances dictate.

CANCELLATIONS
College for Kids Programs are sometimes canceled. When circumstances permit, we notify the student of the cancellation approximately 30 days prior to start date. Our staff will gladly help you select an alternate program or expedite a refund.

HOW TO REACH US!
PHONE: 781-280-3663 OR 781-280-3669
EMAIL: ELLISL@MIDDLESEX.MASS.EDU OR COLLEGEFORKIDS@MIDDLESEX.MASS.EDU
VISIT US: https://www.middlesex.mass.edu/collegeforkids/
# 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
- 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](http://www.ed2go.com/mcc) or call 781-280-3663.

## MINDEDGE LEARNING

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](https://catalog.mindedge.com/mcc) or call 781-280-3663.

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### 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 Numbers: COM 125
- Credit Course Pathway: Social Media

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

#### Nurse Assistant/HHA - 7 Credits
- Noncredit Course Numbers: CAR 768
- Credit Course Numbers: AHP 115 and AHP 116
- Credit Course Pathway: Nurse Assistant I/II

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

#### 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

#### 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

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

#### 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.

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If you wish to invoice your employer for noncredit courses, notify MCC upon enrollment: 1-800-818-3434 or email career_training@middlesex.mass.edu
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.
Major Programs of Study

Associate Degree Programs

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

Certificate Programs

Addictions Counselor Program
Arts Administration
Biotechnology Technician
Computerized Accounting
Culinary Arts
*Dental Assisting
*Dental Laboratory Technology
*Digital Forensics
Direct Support in Human Services
Early Childhood Education Assistant Teacher Certificate
*Early Childhood Education Leadership Certificate
Engineering Technology - Computer Aided Design
Engineering Technology - Precision Machining
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>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 101</td>
<td>Cultural Anthropology</td>
</tr>
<tr>
<td>ART 101</td>
<td>Art Appreciation</td>
</tr>
<tr>
<td>ART 121</td>
<td>Drawing I</td>
</tr>
<tr>
<td>ART 129</td>
<td>Ceramics I</td>
</tr>
<tr>
<td>ART 130</td>
<td>Ceramics II</td>
</tr>
<tr>
<td>ART 144</td>
<td>Digital Photography</td>
</tr>
<tr>
<td>ART 178</td>
<td>Intro to Web Design &amp; UI/UX</td>
</tr>
<tr>
<td>BIO 100</td>
<td>Sexually Transmitted Diseases</td>
</tr>
<tr>
<td>BIO 105</td>
<td>Basic Anatomy &amp; Physiology</td>
</tr>
<tr>
<td>BIO 108</td>
<td>Nutrition</td>
</tr>
<tr>
<td>BIO 112</td>
<td>Infectious Diseases</td>
</tr>
<tr>
<td>BIO 120</td>
<td>Intro To Biology</td>
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<tr>
<td>BIO 131</td>
<td>General Biology I</td>
</tr>
<tr>
<td>BIO 132</td>
<td>General Biology II</td>
</tr>
<tr>
<td>BIO 231</td>
<td>Anatomy And Physiology I</td>
</tr>
<tr>
<td>BIO 232</td>
<td>Anatomy And Physiology II</td>
</tr>
<tr>
<td>BIO 235</td>
<td>Intro To Microbiology</td>
</tr>
<tr>
<td>BIO 250</td>
<td>Immunology</td>
</tr>
<tr>
<td>BIT 150</td>
<td>Methods of Biotechnology</td>
</tr>
<tr>
<td>BUS 106</td>
<td>Intro to Music Business</td>
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<tr>
<td>BUS 110</td>
<td>Introduction to Business</td>
</tr>
<tr>
<td>BUS 140</td>
<td>Sales Principles</td>
</tr>
<tr>
<td>BUS 210</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>BUS 212</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>BUS 213</td>
<td>Business Communications</td>
</tr>
<tr>
<td>BUS 221</td>
<td>Financial Accounting</td>
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<tr>
<td>BUS 223</td>
<td>Managerial Accounting</td>
</tr>
<tr>
<td>BUS 240</td>
<td>Principles of Marketing</td>
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<tr>
<td>CAD 169</td>
<td>Solid Modeling I</td>
</tr>
<tr>
<td>CAP 101</td>
<td>Computer Applications</td>
</tr>
<tr>
<td>CHE 121</td>
<td>Introduction to Chemistry</td>
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<td>CHE 131</td>
<td>College Chemistry I</td>
</tr>
<tr>
<td>CHE 132</td>
<td>College Chemistry II</td>
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<tr>
<td>CHE 151</td>
<td>General Chemistry for Engineering and Science I</td>
</tr>
<tr>
<td>CHE 152</td>
<td>General Chemistry for Engineering and Science II</td>
</tr>
<tr>
<td>COM 101</td>
<td>Intro to Communication + Media</td>
</tr>
<tr>
<td>COM 102</td>
<td>Media Ethics and Law</td>
</tr>
<tr>
<td>COM 103</td>
<td>Public Speaking and Prof Presentation</td>
</tr>
<tr>
<td>COM 106</td>
<td>Film and Society</td>
</tr>
<tr>
<td>COM 116</td>
<td>Interpersonal Communication</td>
</tr>
<tr>
<td>COM 125</td>
<td>Social Media</td>
</tr>
<tr>
<td>CRJ 111</td>
<td>Intro to Criminal Justice</td>
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<tr>
<td>CRJ 156</td>
<td>Society and Victims of Crime</td>
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<tr>
<td>CSC 101</td>
<td>Intro To Computer Science</td>
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<tr>
<td>CSC 151</td>
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<td>CSC 156</td>
<td>Operating Systems Basics and Security</td>
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<tr>
<td>CSC 202</td>
<td>Computer Organization/Assembly Language</td>
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<tr>
<td>CSC 252</td>
<td>Programming II</td>
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<td>CSC 255</td>
<td>Programming III</td>
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<td>CSC 258</td>
<td>Data Structures</td>
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<tr>
<td>ECO 140</td>
<td>Principles of Macroeconomics</td>
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<td>ECO 150</td>
<td>Principles of Microeconomics</td>
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<tr>
<td>EDU 101</td>
<td>Curriculum In Early Childhood Programs</td>
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<tr>
<td>EDU 102</td>
<td>Child Guidance and Classroom Management</td>
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<td>EDU 103</td>
<td>Infant and Toddler Care and Program Planning</td>
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<td>Child Growth and Development</td>
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<td>EDU 154</td>
<td>Health, Safety, and Nutrition In Early Childhood Education</td>
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<td>EDU 252</td>
<td>Administration of Early Childhood Program</td>
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<td>EGR 210</td>
<td>Statics</td>
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<td>Thermodynamics</td>
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<td>EGR 260</td>
<td>Electric Circuits Theory I</td>
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<td>EMT 100</td>
<td>Emergency Medical Tech-Basic</td>
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<td>ENG 092</td>
<td>Read, Writing &amp; Reasoning</td>
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<tr>
<td>ENG 101</td>
<td>English Composition I</td>
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<tr>
<td>ENG 102</td>
<td>English Composition II</td>
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<tr>
<td>ENG 102</td>
<td>English Composition II</td>
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<td>ENG 109</td>
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<td>ENG 113</td>
<td>Classics Of Childrens Literature</td>
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<td>ENG 161</td>
<td>Modern American Literature</td>
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<td>ENG 180</td>
<td>Science Fiction &amp; Fantasy</td>
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<td>ENV 110</td>
<td>Introduction to Ocean and Marine Biology</td>
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<td>Environmental Studies</td>
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<td>ENV 131</td>
<td>Environmental Science with Lab</td>
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<td>Ethics And Society</td>
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<td>Intro To Fire Protection</td>
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<td>GGY 120</td>
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<td>US History Through 1876</td>
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<td>US History After 1876</td>
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<td>HST 130</td>
<td>History World Civ Before 1500</td>
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<tr>
<td>HST 131</td>
<td>History World Civ After 1500</td>
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<tr>
<td>HUM 104</td>
<td>Myths</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
The 2020 cost of tuition and fees at Middlesex Community College for a **full-time (15 credits), in-state student is $7,560 a year**. We also offer a special rate to neighboring New England state residents. Compare this to the 2020 tuition rates of some area institutions listed below.

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

*Source: CollegeBoard.org 2020 tuition & fees. These costs are for tuition and fees only. They do not include the cost of books, educational supplies or room and board.*
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 Summer 2022 Semester runs from May 31- August 11.

**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 **$92 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 transferrable 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.

*Effective for fall 2022, the Dual Enrollment in state rate will increase to $108 per credit.*
### English Language Resources

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

For more information, contact Audrey Nahabedian nahabedian@middlesex.mass.edu 978-656-3174

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

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

For more information Marilyn Glazer-Weisner at glazerm@middlesex.mass.edu or 781-280-3934.

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

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

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

For more information Marilyn Glazer-Weisner at glazerm@middlesex.mass.edu or 978-656-3350.

https://www.middlesex.mass.edu/iei/default.aspx

### Prepare for College/Hi-Set Resources

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

For more information, MCC’s Adult Learning Center, www.middlesex.mass.edu/adultlearning.

To register and sign up for placement testing, ALC@middlesex.mass.edu or 781-280-3662

### Employer Resources

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

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

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

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

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

The Massachusetts Workforce Express Fund has approved select short-term career training programs through Middlesex Community College for Massachusetts businesses of any size in collaboration with Commonwealth Corporation:

- If qualified, Mass. employers can receive up to 100% tuition reimbursement for employers with less than 100 employees; 50% reimbursement for employers with 100+ employees (up to $3,000 per employee).

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

MCC Approved Courses (noncredit programs):

- 1050556 Local Anesthesia Certification for RDH
- 1065853 Technical Writing Certificate
- 1112907 Nurse Assistant /HHA Certification
- 1080330 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
- 1125274 Google IT Help Desk Certificate
- 1127045 Digital Photography Certificate
- 1122578 Non-Profit Management Certificate

Employers: To apply, please visit Commonwealth Corporation, https://commcorp.org/header_program/workforce-training-fund-program/ and choose express fund link http://workforcetrainingfund.org/

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

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

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

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

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

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

10:00 a.m. - 12:00 p.m. • Friday, September 16
Virtual Information Session via Zoom.

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

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

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

To learn more about the Workforce Training Fund Program visit www.commcorp.org/wtfp
The 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 2021

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>112</td>
<td>Scholarship students served</td>
</tr>
<tr>
<td>125</td>
<td>Scholarships awarded</td>
</tr>
<tr>
<td>$200,251</td>
<td>Awarded in scholarship dollars</td>
</tr>
</tbody>
</table>

Securely donate online at: www.middlesex.mass.edu/thefund

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

You Are The Difference.

Celebrity Forum is Back!

Middlesex Community College presents singer, songwriter, actor, author

Celebrity Forum

Darlene Love

With all that has happened in the last two years...we could all use a little Love.

The Middlesex Community Foundation is proud to announce the return of Celebrity Forum, featuring Darlene Love.

Spend an evening with “one of the greatest singers of all time,” according to Rolling Stone Magazine, and provide critical dollars needed to help students on their path to success.

Visit www.middlesex.mass.edu/cf22 to learn how to become a sponsor today.

ALUMNI ASSOCIATION

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 for more information and to get involved!
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