



MIDDLESEX
Community College

SUMMER 2024

CORPORATE AND COMMUNITY EDUCATION & TRAINING

Professional and Personal
Development Programs
and Credit Course Listings



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

Contents

Digital Photography.....	1
Technical Writing.....	1
Engineering/CAD.....	2
Non-Profit Leadership.....	2
Social Media Certificate.....	2
FAA Remote Pilot/Drone.....	3
Cannabis Retail Certificate.....	3
Career Refocus.....	3
Building Community.....	3
Health Careers.....	4-5
Certified Addiction Recovery Coach.....	5
Information Technology/MS Office Suite.....	6-8
Personal Enrichment.....	8
MTEL and TEAS Exam Prep.....	9-10
Phlebotomy Certificate.....	10
Noncredit to Credit Pathway.....	12
Ed2Go Online Learning.....	12
Register and Refunds (Community Education) .	13
College for Kids and Teens.....	14-17
Getting Started at Middlesex.....	18
Major Programs of Study.....	19
Credit Course Offerings.....	20-21
Dual Enrollment and Visiting Students.....	22
English Language Resources.....	23
Employer Resources.....	23
GED/HiSet.....	23
Corporate Education and Workforce Training..	24
Middlesex Fund and Alumni Association.....	25

Academic Calendar

May

- 28..... Quick Start (3 weeks) begins
- Session I (5 weeks) begins
- Session II (8 weeks) begins

June

- 10..... Last day to withdraw from a Quick Start class without penalty of "F"
- 14..... Quick Start ends
- 20..... Last day to withdraw from a Session I class without penalty of "F"
- 27..... Session I ends

July

- 9..... Session III (5 weeks) begins
- 15..... Last day to withdraw from a Session II class without penalty of "F"
- 23..... Session II ends

August

- 2..... Last day to withdraw from a Session III class without penalty of "F"
- 8..... Session III ends

Some end dates are subject to change

Course options and/or delivery format subject to change. To enroll email career_training@middlesex.edu

Bedford Campus			Lowell Campus		
AR	Academic Resources	#1	LA	Academic Arts Center	
BH	Bedford House	#5	LC	Cowan Center	#1
CC	Campus Center	#8	LD	Derby Building	#4
FC	Facilities	#11	LF	Federal Building	#2
HH	Henderson Hall	#3	LP	Pollard Building	#5
NA	North Academic	#6	LT	Talbot Building	#3
SA	South Academic	#7			
TH	Trustees' House	#4	OFF	Off Campus	

	New Course		Online Course
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Guide to Interpreting the Schedule

Course Title: How to Communicate to Stakeholders
Course Description: Participants will put the knowledge gained from the previous classes together. Participants will be given a crisis to address to test their understanding of crisis communications. (2 Hours) \$51

Date: 11/12
Campus: Bedford
Time: 6:00pm - 8:00pm
Location / Room: Building, Henderson Hall, room 115
Day: Thursday
Course Number: CAR 930 30
CRN: 18119
Professor: POZNIAK

KEY
 M = Monday W = Wednesday F = Friday U = Sunday B = Bedford
 T = Tuesday R = Thursday S = Saturday L = Lowell

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, Adobe Photoshop for Photography, and Business of Photography. An Adobe subscription is recommended. Students need a SLR Digital Camera. Taught by Professional Photographer, Amanda Correia

Digital Photography I

Four areas of instruction will be emphasized in this course: 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 shots. 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. Mirrorless cameras are fine to use. An Adobe subscription is recommended: <https://www.adobe.com/creativecloud/photography/compare-plans.html>. 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

05/29 - 07/17
 Bedford Campus
 Course Number: CAR 611 30
 No class 06/26 and 07/03

6:00pm - 9:00pm Wednesday
 Building: Academic Resources, Room AR-108
 CRN: 14316 Professor: CORREIA



Technical Writing Certificate Program

MCC's Technical Writing Certificate program provides students with the skills and tools to clearly and accurately inform users about technical information. In this (two semester) post graduate, noncredit certificate program, students will learn how to conduct audience and task analysis, work with subject matter experts, understand product documents and the product-development cycle, write clear explanations and procedures, review and revise technical information, manage projects and make content usable. Technology Requirement: Solid MS Windows and MS Word skills, and access to a MS Windows Operating System are required. Program is not MAC compatible. Tools and Technical skills will be learned in class but it is helpful to have prior HTML or coding 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). **Note: Grant funding available. For more information email career_training@middlesex.edu.** This is a noncredit (graded pass or fail) program. Applications being accepted for fall 2024.

Course options and/or delivery format subject to change. To enroll email career_training@middlesex.edu



Engineering/CAD for Adult Learners

Engineering/CAD careers offer tremendous versatility and opportunities as the work makes an impact on our everyday world. Engineers and Computer Aided Designers (CAD) have the opportunity to design things that can significantly improve our lives. This class will introduce Adult Learners to a career in engineering and CAD. Students will explore their skills, values, and life goals while be introduced to tools such as hand-on printed circuit board layout, 3D printers, and other engineering tools through software programs and lecture. We will include career mapping, tools such as SOLIDWORKS, printed circuit board layout, to formulate a real-world perspective on current jobs in Engineering and CAD and the requirements needs to achieve them! Class will culminate with an assessment. (15 hours) \$175

06/03 - 06/12 **10:00am - 12:30pm** **Monday - Wednesday**
Bedford Campus **Building: South Academic Hall, Room SA 201**
Course Number: CAR 999 30 **CRN: 14484** **Professor: ESCALONA**

NON PROFIT



Non-Profit Leadership and Development Certificate

From leadership styles and resilience to personnel relationships and retention, this comprehensive series is designed for anyone interested in enhancing their leadership skills to lead impactful teams and organizations. Each class has exercises designed to further understand course concepts as well as real world case studies. Part I and Part II can be taken individually or take both segments for a certificate of completion.

Effective Non-Profit Leadership

Topics: The foundation of a leader, leadership styles, leadership confidence, decision making processes, moral intelligence, resilient leadership, ethical leadership, being an ambassador for your organization, and public speaking. (16 Hours) \$300

06/12 - 07/11 **7:00pm - 9:00pm** **Wednesday & Thursday**

Online with class meeting times

Course Number: CAR 923 75 **CRN: 14476** **Professor: HARRIS-TATTEGRAIN**

No class week of 07/01

Non-Profit Staffing: Managing Staff and Volunteers

Topics: managing personnel and volunteer relationships, staff and volunteer recruitment and onboarding, effective supervision and evaluation, and personnel and volunteer retention. (12 Hours) \$225

07/17 - 08/01 **7:00pm - 9:00pm** **Wednesday & Thursday**

Online with class meeting times

Course Number: CAR 924 75 **CRN: 14477** **Professor: HARRIS-TATTEGRAIN**

Social Media Certificate Program

MCC's Social Media Certificate program is designed to provide participants with a foundation and skill set in the evolving world of social media. 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. \$275.

05/28 - 07/01

Online - No class meetings

Course Number: TEC 640 33 **CRN: 14481**

Professor: D'AURORA

Intro to Social Media

Social media has quickly grown from a way to keep up with friends and acquaintances, to a powerful tool that can transform your business. Learning to effectively use social media through sites like Facebook, Twitter, Instagram, YouTube, Pinterest, LinkedIn, and blogging, will give you the opportunity to connect with audiences new and old in a compelling way.

Facebook

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

X (formerly Twitter)

One of the most powerful ways to connect with existing and prospective clients in 280 characters. We'll discuss the best practices for small and growing business, including getting your message out to the right audience, the dos and don'ts of interacting online, and a hands-on overview of how to get started.

Instagram

We'll work together to get you set up, understanding what hashtags are and how to use them to attract new eyes on your business, and the power that photos can bring to your brand.

Pinterest

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

YouTube & Blogging

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

Social Media Marketing Plan

During this course, students will present their social media marketing plans and get feedback from the instructor. Students should come prepared with the plan they have developed throughout the duration of the certificate.

Course options and/or delivery format subject to change. To enroll email career_training@middlesex.edu



F.A.A./Remote Pilot Drone Exam

This course is taught by Aviation and UAS industry expert, David Price. This program is for individuals who wish to earn the FAA Remote Pilot Certification. This 21-hour course will cover all of the required knowledge content areas of the FAA's Remote Pilot Test 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. Not eligible for tuition waivers. (21 hours) \$650

07/13 - 07/27 9:00am - 4:00pm **Saturday**
Bedford Campus Building: North Academic, Room G-17
Course Number: CAR 974 30 **CRN: 14345** **Professor: PRICE**



Building Community Post Pandemic

Studies show that feeling a sense of belonging and support from your community is a powerful retention tool and creates a more positive, innovative, and productive work environment. This class will share the latest research and discuss real time practical and cost-effective ways to build community in the work environment - particularly in this post pandemic era. The class will include time to dialog about key points and share advice on how to move forward to establish a meaningful and supportive sense of community. (3 hours) \$75

06/05 6:00pm - 9:00pm **Wednesday**
Online with class meeting time
Course Number: CAR 501 75 **CRN: 14482** **Professor: KANGAS**



Career Refocus Post Pandemic

A McKinsey report stated that "The pandemic accelerated existing trends in remote work, commerce, and automation, with up to 25 percent more workers than previously estimated potentially needing to switch occupations." Other research suggests that another impact of the pandemic was that many workers seriously began to question whether they were in the career of their choice and/or if it was time for a change. This class will focus on the essentials of making a career change, the challenges of change, and the benefits of change for individual workers. Participants will leave with a better sense of how to analyze those important decisions and learn practical and effective steps and tips on how to follow-through on their analysis- whether you decide to stay with your current employer or move on to something different. Participants will have time to ask questions, share stories, and identify best practices. (3 hours) \$75

06/13 6:00pm - 9:00pm **Thursday**
Online with class meeting time
Course Number: CAR 502 75 **CRN: 14483** **Professor: KANGAS**

Speaking with Confidence

This course will focus on ways to use your voice and build confidence both personally and professionally. We will explore different tactics to increase your self-esteem so you feel comfortable speaking up in any situation. Students will be provided the opportunity to practice speaking in a supportive environment. (6 hours) \$75

06/11 - 06/25 5:00pm - 7:00pm **Tuesday**
Online with class meeting times
Course Number: CAR 921 75 **CRN: 14475** **Professor: HAHN**



Cannabis Retail Certificate

The cannabis industry is growing field with retail positions being in high demand for both the medical and adult use markets. This course was created with job acquisition in mind. MCC's Cannabis Retail Certificate (noncredit) addresses the real world demands and core knowledge that retail positions require. Students will develop fundamental skills with an understanding of what is required to work in a customer facing position in the Massachusetts cannabis industry. Training will include the state certified Core Curriculum training & exam which is a Cannabis Control Commission requirement for those working in the industry. Taught by a state certified Responsible Vendor Trainer. The final course exam is the state required Core Curriculum exam that is required by the Cannabis Control Commission. Core Curriculum certificates are valid for one year. **Note:** Last class July 16 is from 9 a.m. - 2 p.m. and students will take the state Certified Core Curriculum exam. **Pre-req:** Must be 21+ to attend. (15 hours) \$500

Upon successful completion, students will be able to:

- Confidently apply for a cannabis retail position
- Knowledgeable on MA compliance and best safety practices
- Effectively consulting with a patient or adult-use customers
- Diversion prevention, seed to sale tracking and cash handling
- Articulating the difference between cannabis and cannabis products
- Understanding the effects of cannabis and cannabis products on the human body
- Basics of extraction, packing and labeling, cash handling, refusing sale

Scholarships are available for qualified students through Mass Cultivate Ed. To apply contact Mass Cultivated
<https://www.masscultivated.com/apply> **Questions on the scholarships email masscultivated@gmail.com**

06/04 - 07/09 9:00am - 11:00am **Tuesday**
07/16 9:00am - 2:00pm
Online with class meeting times
Course Number: CAR 997 75 **CRN: 14473** **Professor: BROWN**
No class 07/02

Course options and/or delivery format subject to change. To enroll email career_training@middlesex.edu

Health Careers



Nurse Assistant/Home Health Aid Certificate

This training program (including 24 hours of clinical training at a local long-term care facility) prepares you for an entry-level career as a Nurse Assistant. Upon successful completion, students are eligible to sit for the Massachusetts nurse assistant certification exam. Students will learn how to appropriately care for residents in long-term care facilities and hospitals as well as personal patient care, patient rights, lifting and turning patients, safety, infection control, vital signs, record keeping, mental health care of residents, and stress management. Students must have a HS Diploma or GED. Students will also be required to pass a literacy exam and complete a CORI/SORI check and be able to lift and move 50 pounds. Course is not eligible for waivers or vouchers. State exam is a separate fee. Not eligible for tuition waivers. Please note: Upon successful completion of the 100-hour noncredit Nurse Assistant/Home Health aide certificate, credit can be awarded for AHP 115 & AHP 116 through articulation. **Note: Grant Funding available for underemployed and/or unemployed. For more information e-mail career_training@middlesex.edu.** This course is not eligible for tuition waivers.

For enrollment information email: crawfordd@middlesex.edu

Nurse Assistant Online Theory - \$999

05/28, 05/30, 06/04-06, 06/11-13, 06/17-18, 06/24-25

4:00pm - 9:00pm

Online with class meeting times

Course Number: HLT 752 33 CRN: 14195

Professor: CHAMPA

Nurse Assistant Skills Lab - \$349

06/26-27, 07/01-02

4:00pm - 9:00pm

Lowell Campus

Building: Derby, Room LD 302

Course Number: HLT 753 80

CRN: 14224

Professor: CHAMPA

Nurse Assistant Clinical Training - \$699

06/29-30, 07/13-14

8:00am - 3:00pm

Saturday & Sunday

Off-Campus

Course Number: HLT 756 33

CRN: 14238

Professor: CHAMPA



Pharmacy Technician

Under the supervision of a Registered Pharmacist, Pharmacy Technicians work in hospitals, home infusion pharmacies, community pharmacies and other healthcare settings. 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. In partnership with local pharmacies, 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) \$1,650

06/04 - 07/24

4:30pm - 7:30pm

Tuesday-Thursday

Online with class meeting times

Course Number: HLT 715 33

CRN: 14432

Professor: SHARMIN

No Class Week of 07/01

To apply email: campopianoc@middlesex.edu

Safe & Effective Local Anesthesia

Do you know why when you give an IANB, you do not achieve complete anesthesia or anesthesia at all? What is the safest local anesthetic for your pregnant patient, cardiac patient, or a patient with liver disease? What new advances are there in dental 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. Course is a live webinar and not recorded. (4 hours, 4 CEUs) \$109

06/08

9:00am - 1:00pm

Saturday

Online with class meeting time

Course Number: HLT 744 75

CRN: 14318

Professor: NOVEMBER-RIDER

Course options and/or delivery format subject to change. To enroll email career_training@middlesex.edu

Medical Interpreting Certificate

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

For information on certification, requirements and cost click on the links below:
 CCHI - Certification Commission for Healthcare Interpreters
<https://cchicertification.org/>

NBCMI - National Board for the Certification of Medical Interpreters
<https://www.certifiedmedicalinterpreters.org/>

Because a language assessment is required, students must register at least two weeks prior to the start date. Not eligible for tuition waivers. (60 hours) \$1,199

06/04 - 08/13 **6:00pm - 9:00pm** **Tuesday & Thursday**
Online with class meeting times
Course number: HLT 607 33 **CRN: 14338**
No class 07/04



Local Anesthesia Certification Training for Dental Hygienists

This course is for licensed Dental Hygienists who would like to become certified in local anesthesia. MCC complies with the Mass. Board of Registration in Dentistry regulations for the administration of local anesthesia. The course consists of a 50-hour online study (self-paced) prior to clinical training, interactive presentations, and a 3-day clinical training in which students will have 30 injection experiences. The strength of this hands-on course is the amount of actual time you will administer injections to your classmates. Upon successful completion, students will be awarded a certificate, 26 CEUs, and be prepared to sit for the CDCA exam. For complete information and required forms, visit <https://www.middlesex.mass.edu/CareerTraining/DHLA.aspx>. Not eligible for waivers \$1,650

Online Study: 07/09 - 10/07
Online no class meeting times
Clinical: 10/12 - 10/14 **8:00am - 6:00pm**
Lowell Campus
Course Number: CAR 751 80 **Professor: NOVEMBER-RIDER AND TERKOSKI**

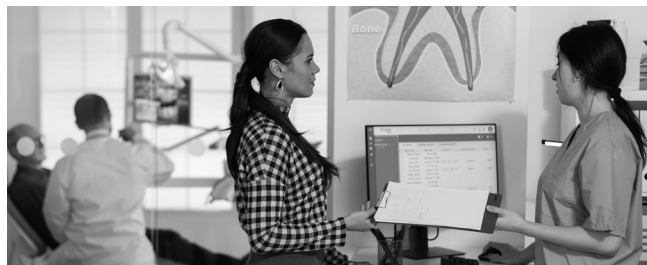
To enroll email career_training@middlesex.edu

Certification Addiction Recovery Coach (CARC)

Recovery coaches assist people to focus on increasing their motivation, identifying, and creating a plan to reach their goals, and help them remove barriers to their recovery. This 75-hour online training will provide you with the strategies needed to assist individuals seeking recovery from substances and or co-occurring challenges. Emphasis is placed on the skills needed to link people in recovery to needed support within the community to build recovery capital. Upon completion students will have the required 60 hours of training to become employed as a recovery coach. Once in the field and the 500 hours of supervision are met, students will apply to Massachusetts Board of Substance Abuse Counselor Certification (MBSACC) to become a Certified Addiction Recovery Coach (CARC). All course materials, CEUS, 10 supervision hours and 5 hours of career assistance are included in the cost of the program. Supervision hours will be determined by the instructor when class begins. Please note: The accelerated hybrid format will include 30 hours of Recovery Coach Academy, 16 hours of Ethical Considerations, 3 hours of Motivational Interviewing, 5 hours of Addiction 101, 4 Exploring Culture through a DEI Lens and 3 hours of Mental Health and wellness. (75 total hours). \$1,999

Next Session Fall 2024 – Dates TBA

For more information email career_training@middlesex.edu



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. Topics: Intro to Dental Practice, Dental Terminology/HIPAA/Infection Control, Superior Customer Service and The Patient Experience, Appointment Scheduling and Phone Skills, Treatment Planning, Insurance and Co-pays, Review and Professional Opportunities. **Note: Grant funding available. For more information email career_training@middlesex.edu.** Course is taught online with instructor via Zoom. (15 Hours) \$299

06/06 - 07/18 **6:30pm - 9:00pm** **Thursday**
Online with class meeting times
Course number: HLT 782 75 **CRN: 14472** **Professor: LAROCHE**
No class 07/04

Course options and/or delivery format subject to change. To enroll email career_training@middlesex.edu

Information Technology and Computer Applications

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.

Note: Grant funding available. For more information email career_training@middlesex.edu. (12 hours) \$219.

Choose from 2 sections.

06/07 - 06/28 9:00am - 12:00pm Friday
Lowell Campus Building: Cowan Center, Room LC 201
Course Number: TEC 602 80 CRN: 13723 Professor: KILROY

08/06 - 08/27 5:00pm - 8:00pm Tuesday
Bedford Campus Building: Academic Resources, Room AR 101
Course Number: TEC 602 31 CRN: 14072 Professor: KELLEY



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. **Note: Grant funding available. For more information email career_training@middlesex.edu.** (24 hours) \$330.

Choose from 2 sections.

06/04 - 07/30 5:00pm - 8:00pm Tuesday
Bedford Campus Building: Academic Resources, Room AR 101
Course Number: TEC 748 31 CRN: 13522 Professor: KELLEY
No class 07/02

07/12 - 08/30 9:00am - 12:00pm Friday
Lowell Campus Building: Cowan Center, Room LC 201
Course Number: TEC 748 80 CRN: 13908 Professor: KILROY



MS Excel Certificate

From beginning to advanced functions, this course is designed to teach you 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 in a PC environment. Class is taught in a MCC computer lab (MS Windows). **Note: Grant funding available. For more information email career_training@middlesex.edu.** (24 hours) \$330

05/29 - 07/24 6:00pm - 9:00pm Wednesday
Bedford Campus Building: Academic Resources, Room AR 101
Course Number: TEC 759 30 CRN: 13745 Professor: TROCHE
No class 07/03

Cloud Associate/AWS/Azure Cloud

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 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. **Pre-requisite:** A general understanding of Windows client operating systems and experience with Microsoft products and technologies is recommended. Regular access to a Microsoft based PC (MS Windows or MS Edge) computer is required. Students most benefit from this course if they already possess the CompTIA A+ certification. If you do not possess the CompTIA A+ certification you can enroll in our Google IT Support Professional Certificate/Comp TIA A+ Prep program. Included in the cost of tuition are all books, supplies and the cost of one exam, either SAA-C02 or AZ-900. **Note: Grant funding available. For more information email career_training@middlesex.edu.** (180 hours) \$2,800

07/10 - 09/11 5:00pm - 7:00pm Wednesday
Online with set meeting times
Course Number: TEC 789 33 CRN: 14471 Professor: BOWEN

Course options and/or delivery format subject to change. To enroll email career_training@middlesex.edu



Google IT Support Professional Certificate/ Comp TIA A+ Exam - Hybrid

In this class we pair the Google IT Support Professional Certificate with the CompTIA A+ Exam Prep to give students a well-rounded experience and learning tools to assist them on their Career Path in IT. The Google IT Support Professional Certificate introduces learners to troubleshooting, customer service, networking, operating systems, system administration, and security. The self-study, self-paced curriculum includes motivating personal stories from Google employees, with unique backgrounds and perspectives, who started their careers in IT support. Mentorship and Exam prep readies students to sit for the A+ certification exams as well as preparing them to become gainfully employed in the IT sector. Upon completion of the Google IT Support Professional Certificate training learners receive a 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 Quiklabs and 2 hours of in-class instruction with an IT professional. Weekly office hours will be included for additional support. Comp TIA A+ exam fee is included in the tuition. (180 hours) \$2,000
Pre-requisite: A general understanding of Windows client operating systems and experience with Microsoft products and technologies is recommended. Regular access to a Microsoft based PC (MS Windows or MS Edge) computer is required. **Next Session Fall 2024 – Dates TBA**

For more information email career_training@middlesex.edu



Java Programmer + Python Developer

This in-depth online course will teach you the ins and outs of Python and Java programming. You will start coding quickly while learning from readings, presentations, exercises, and a final project. By course completion, you will have the skills you need to enter the job market as an entry-level Java or Python programmer. There are no prerequisites to take this course, however, some prior programming language knowledge is helpful. Enroll through Cengage Learning by calling 1-877-221-5151. Not eligible for waivers. 255 hours. \$2,095

What you will learn

- Java syntax elements, concentrating on fundamental and universally useful elements
- How Python works and what it's good for
- Python's place in the world of programming languages

How you will benefit

- Prepare for an entry-level job as a Python and/or Java programmer
- Enhance your programming ability and add a new skill to your resume
- Become more confident in your ability to use the Python and Java programming languages



C++ Programming

With software development roles expected to grow, learning C++ is an important first step to a career in computer science. This ONLINE course is designed to introduce you to the concepts, terminology, application, and coding of the C++ programming language. This course consists of 18 lessons that use text, full programming scenarios, instructional videos, and hundreds of live coding labs that give you real-time feedback on your work. You will learn fundamental programming concepts, including decision making and looping, with the support of practical, step-by-step examples. You will understand the basics of structured and object-oriented programming techniques and you will be able to build C++ programs to strengthen your developer portfolio. Not eligible for tuition waivers. Enroll through Cengage Learning by calling 1-877-221-5151. (108 hours). \$1,595

What you will learn

- How to write C++ programs utilizing proper coding techniques
- How to apply problem solving methods
- Important programming terminology

How you will benefit

- Have a solid understanding of C++ language can lead to more advanced programming languages
- Meet the standard job requirements for an entry-level software development career by understanding how to write C++ programs
- Know how to use your knowledge in C++ programming to solve industry-specific problems and advancing your career in this field

Software Requirements:

- PC: Windows 8 or later
- Browser: The latest version of Google Chrome or Mozilla Firefox are preferred. Microsoft Edge is also compatible
- Adobe Acrobat Reader
- Software must be installed and fully operational before the course begins



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 1-877-221-5151. Not eligible for tuition waivers. It is recommended that students have experience working in a network environment. Individuals without 1-3 years of networking experience are advised to first complete a course like CompTIA Network+ or CompTIA A+ before taking the CCNA Certification Training course. 225 hours. \$2,995

Course options and/or delivery format subject to change. To enroll email career_training@middlesex.edu



QuickBooks®



Intro to QuickBooks Online – EDG 928

In this ONLINE course in partnership with Ed2go, you will learn to reconcile your checking account and manage credit card and loan payments; create and print invoices, receipts, and statements; track your payables, inventory, and receivables; create estimates; generate reports; and much more. 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. \$150 Tuition. 24 hours. Not eligible for tuition waivers. Registration and payment is through Ed2go: https://www.ed2go.com/mcc/online-courses/quickbooks-online/#tab_requirements

Certified Supply Chain Professional (CSCP)

This online course will provide a holistic view of supply chain management and fully prepare you for the Certified Supply Chain Professional exam. You will learn how to translate the connection between the areas of planning, sourcing, manufacturing, and delivering into an integrated supply chain. By course completion, you will have a firm understanding of mitigation strategies, operationalize risk management practices and implement cost reduction measures. This combination of skills will drive the efficiency of your supply chain and give you a competitive edge in the market. Not eligible for tuition waivers. Enrollment is through Cengage Learning by calling 1-877-221-5151. (120 hours) \$2,795

Exam Eligibility requirements for CSCP:

- 3 years of related business experience or
- Bachelor's degree or the international equivalent*, or
- CPIM, CLTD or CSCP, CTL, CFPIM, CIRM, SCOR-P, C.P.M., CSM or CPSM designations

*ASCM defines the international equivalent of a bachelor's degree as the level of study that would qualify an individual for a graduate program in the country where the undergraduate degree was earned.

Instructional Material Requirements:

The instructional materials required for this course are included in enrollment. The following textbook will be shipped to you approximately 7-10 business days after enrollment:

- Principles of Supply Chain Management: A Balanced Approach, by Joel D. Wisner, Keah-Choon Tan, and G. Keong Leong. Please note: You will receive a digital book if the physical book is on backorder.

Personal Enrichment



Intro to Floral Design I

Join Cindy Mattson of Given Erwin Florist! 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 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 will work with is lovely. We will use a different combination of florals each week. Topics covered: Harmony and Unity; Proportion and Scale; Rhythm and Emphasis; Balance and Symmetry. Materials fee of \$125 is payable to the instructor via cash, check, or venmo the first night of class. Ms. Mattson is accredited as an American Institute of Floral Design member. (10 hours) \$190

06/03 - 06/24

6:00pm - 8:30pm

Monday

Bedford Campus

Building: North Academic, Room: G-17

Course Number: PER 783 30

CRN: 14336

Professor: MATTSON



Cooking with Cannabis

This class is a beginner's guide to making cannabis infused foods or beverages using different carrier oils such as vegetable base glycerin, coconut oil, butter and more! We will focus on milligram dosage, creating infused products that are not alluring to children along with the importance of labeling and storage. **Pre-req:** Must be 21+ to attend. Demonstration only via Zoom. Taught by a Responsible Vendor Trainer, Green Path Training. Cannabis recipes include: Hard Candy Demo, Brownie Demo and Gummies. Not eligible for waivers. (3 hours) \$90

06/20

5:00pm - 8:00pm

Thursday

Online with class meeting time

Course Number: PER 580 75

CRN: 14474

Professor: BROWN

10 MTEL Exam Prep, TEAS Exam Prep and Phlebotomy Certificate

Course options and/or delivery format subject to change. To enroll email career_training@middlesex.edu

MTEL Exam Test Prep - Reading Specialist Field 08.

05/29 - 08/30

Course Number: CAR 911 75 CRN: 14207

MTEL Business Exam Test Prep Field 19.

05/29 - 08/30

Course Number: CAR 932 75 CRN: 14183

MTEL Exam Test Prep - Vocational Tech Literacy Fields 191 and 192.

05/29 - 08/30

Course Number: CAR 942 75 CRN: 14239

MTEL Exam Test Prep - General Science Exam Prep Field 64.

05/29 - 08/30

Course Number: CAR 954 75 CRN: 14298

MTEL Middle School Humanities Exam Test Prep Field 50.

05/29 - 08/30

Course Number: CAR 961 75 CRN: 14314

MTEL Adult Basic Education Exam Test Prep Field 55.

05/29 - 08/30

Course Number: CAR 971 75 CRN: 14315

TEAS Exam Prep

Students can enroll in TEAS exam prep courses between May 1 - July 11 by calling 781-280-3663 or email career_training@middlesex.edu. Not eligible for tuition waivers. Students will have online course access between May 29 - August 30. Note: All TEAS course content is web-based, self-paced and self-study. There are no class meeting times. Students will have email access to the content facilitator for questions and assistance. Professor: Svenconis

TEAS Math Prep

This ONLINE prep class 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 prep class is designed to help students learn the skills needed to score well on the exam. \$120

05/29 - 08/30

Online with no class meeting time

Course Number: CAR 885 75 CRN: 13858

TEAS Reading/Language Prep

This course contains a thorough review of spelling, punctuation, grammar, and writing rules. There are 5 simulated reading and 5 simulated language exams with complete step-by-step solutions. \$120

05/29 - 08/30

Online with no class meeting time

Course Number: CAR 886 75 CRN: 13859

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. \$120

5/29 - 08/30

Online with no class meeting time

Course Number: CAR 887 75 CRN: 13860

NEW! Noncredit Phlebotomy Certificate



Fall 2024

Includes Theory, Skills Lab, & Externship Placement

Enrollment begins Spring 2024

For more information email career_training@middlesex.edu

Earn your
degree for **FREE*** *with*



MASSRECONNECT

Classes Start September 3

Are you looking to *change your life*?



With MCC and MassReconnect, Massachusetts residents 25 years or older who have no previous college degree can **attend MCC for FREE!**

Meeting you where you are, MCC helps adults like you fit education into your busy life. Choose from 80+ degree and certificate programs and access free tutoring, advising, and financial and mental wellness resources.

**Students must meet eligibility requirements. Recipients who are later determined to be ineligible for MassReconnect may be billed for disbursed funds. Funding covers tuition and fees; not to exceed MCC's published cost of attendance.*

Visit www.middlesex.mass.edu/freedegree or call **1-800-818-3434**.

Course options and/or delivery format subject to change. To enroll email career_training@middlesex.edu

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? Email career_training@middlesex.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 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 768
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

Call 781-280-3663 for more information.

Online Professional Development Classes

Ed2Go & MindEdge

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



Ed2Go courses include

Personal & Professional Development 24-hour classes include:

- Accounting and Finance
- Computer Applications
- Language Arts
- Photography
- Programming
- Healthcare
- Writing
- Information Technology and many more

Career Training Programs - Most popular programs include:

- Veterinary Assistant
- Medical Coding and Billing
- Certified Bookkeeper
- Administrative Assistant
- ...and more

Ed2Go classes are not eligible for tuition waivers.

To register or learn more, visit www.ed2go.com/mcc or call 781-280-3663.



MindEdge courses include

- Data Analytics
- HR Management
- Project Management
- Management and Leadership
- Information Technology

MindEdge classes are not eligible for tuition waivers.

To register or learn more, visit <https://catalog.mindedge.com/mcc> or call 781-280-3663.

Course options and/or delivery format subject to change. To enroll email career_training@middlesex.edu

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

To enroll email career_training@middlesex.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 email Middlesex@middlesex.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.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 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.

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

Questions on College for Kids refund policy email collegeforkids@middlesex.edu

Course Drop or Withdrawal:
Students MUST notify Community Education in writing via email: Career_Training@middlesex.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 781-280-3645 or email studentaccounts@middlesex.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.

To enroll <http://app.campdoc.com/register/middlesexcc>

2024 COLLEGE FOR KIDS AND TEENS



July 8 to August 8
Classes in Bedford and Lowell

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. This summer, noncredit youth academies focus on Public Service and Engineering/CAD Career Exploration. Upon successful completion of the noncredit academy, high school students 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.

COLLEGE FOR KIDS - PROGRAMS SCHEDULE

ACE: AVIATION & SIMULATION (Ages 10-15)

Co-sponsored by the Federal Aviation Administration, Middlesex Community College is celebrating its 25th year hosting Aviation Career Education (ACE). In Aviation and Simulation, you will explore many of the possible aviation careers. Learn the fundamentals of flight by designing, building and testing your own model aircraft and rockets.

YTH 610 30 9 a.m. - 4 p.m. July 8 - 11 BEDFORD \$379

ALL ABOUT SCIENCE (Ages 9-13)

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 a.m. - 4 p.m. July 15 - 18 BEDFORD \$379

To enroll <http://app.campdoc.com/register/middlesexcc>

CAKES & CUPCAKES (Ages 10-15) – HALF DAY PROGRAM

Learn cake and cupcake decorating tips in this exciting class! Each day you will go home with new techniques and ideas for all occasions or just fun! Due to the nature of this program, we are not able to accommodate students with food allergies. Each family is responsible for a \$60 supply fee payable directly to the instructor on the first day of the program.

YTH 677 30	9 a.m. - 12 p.m.	July 8 - 11	BEDFORD	\$249
YTH 677 31	9 a.m. - 12 p.m.	July 15 - 18	BEDFORD	\$249
YTH 677 32	9 a.m. - 12 p.m.	July 22 - 25	BEDFORD	\$249
YTH 677 33	9 a.m. - 12 p.m.	July 29 - Aug 1	BEDFORD	\$249
YTH 677 34	9 a.m. - 12 p.m.	Aug 5 - Aug 8	BEDFORD	\$249

CASE STUDIES IN VETERINARY MEDICINE (Ages 9-13)

If you have taken Intro to Veterinary Science or have volunteered in local animal clinics or facilities, this is 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, and lab experiments.

YTH 622 30	9 a.m. - 4 p.m.	July 29 - Aug 1	BEDFORD	\$379
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CREATIVE DRAWING (Ages 8-12) – HALF DAY PROGRAM

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.

YTH 752 30	9 a.m. - 12 p.m.	July 8 - 11	BEDFORD	\$249
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INTRODUCTION TO CODING FOR TEENS-SCRATCH

(Ages 12-17) – HALF DAY PROGRAM

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! Explore computer science concepts through a high-level programming language: Processing.

YTH 820 30	9 a.m. - 12 p.m.	July 8 - 11	BEDFORD	\$249
YTH 820 31	9 a.m. - 12 p.m.	July 22 - 25	BEDFORD	\$249

INTERMEDIATE CODING FOR TEENS-PROCESSING LANGUAGE (JAVASCRIPT)

(Ages 12-17) – HALF DAY PROGRAM

Java is a programming language that is Object-Oriented. (Object Oriented Programming: OOP). Learn more about Classes and Objects and object oriented programming. If you're good with algebra and calculus we can even explore more with graphics and designing Graphical User Interfaces (GUIs) with code. Goal is to create is a working game using Java that you can play.

YTH 821 30	9 a.m. - 12 p.m.	July 15 - 18	BEDFORD	\$249
YTH 821 31	9 a.m. - 12 p.m.	July 29 - Aug 1	BEDFORD	\$249

NEW! INTRO TO CURIOUS 4 SCIENCE CONCEPTS

(Ages 8-12) – HALF DAY PROGRAM

Young scientists, ages 8-12, will learn about hypothesis and theory and perform age-appropriate experiments that will make scientific concepts clear and logical. Each week will offer different experiments, students can enroll in 1, 2, or all 3 weeks. A lava lamp, and microscopic observation of animal and plant cells are a few of the experiments performed this week.

YTH 827 30	9 a.m. - 12 p.m.	July 15 - 18	BEDFORD	\$249
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NEW! MORE CURIOUS 4 SCIENCE CONCEPTS

(Ages 8-12) – HALF DAY PROGRAM

Young scientists will learn about hypothesis and theory and perform age-appropriate experiments that will make scientific concepts clear and logical. Each week will offer different experiments. During week 2, students will study photosynthesis and respiration and microscopic observation of animal & plant cells; cell division, mitosis & meiosis and much more!

YTH 828 30	9 a.m. - 12 p.m.	July 22 - 25	BEDFORD	\$249
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NEW! CURIOUS 4 SCIENCE CONCEPT SQUAD

(Ages 8-12) – HALF DAY PROGRAM

Young scientists, ages 8-12, will learn about hypothesis and theory and perform age-appropriate experiments that will make scientific concepts clear and logical. A few of the many experiments planned for week 3 are: Isolating DNA from a banana, photosynthesis and making water travel through capillary action.

YTH 829 30	9 a.m. - 12 p.m.	July 29 - Aug 1	BEDFORD	\$249
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NEW! DANCE BOOTCAMP

(Ages 8-12) – HALF DAY PROGRAM

Do you love to dance? Then this program is for you! Students will learn the fundamentals of improv as well has learn a pom dance, a hip hop dance and one that we create together over the week. Showcasing our skills with a performance on the last day!

YTH 831 30	9 a.m. - 12 p.m.	Aug 5 - 8	BEDFORD	\$249
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DIY CRAFTS (Ages 8-12) – HALF DAY PROGRAM

Calling all Crafters! If you like to paint, draw, sculpt or create, join this class! Students will use their "do it yourself" attitude to create one-of-a-kind crafts for their rooms. \$30 material fee for supplies (cash or check) is due to instructor at first class.

YTH 758 30	1 p.m. - 4 p.m.	Aug 5 - 8	BEDFORD	\$249
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DUNGEONS & DRAGONS (Ages 12-16) – HALF DAY PROGRAM

Dungeons & 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.

YTH 775 30	9 a.m. - 4 p.m.	July 8 - 11	BEDFORD	\$379
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To enroll <http://app.campdoc.com/register/middlesexcc>

EXPLORATION ART STUDIO

(Ages 8-12) – HALF DAY PROGRAM

In this exciting 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, this class will spark your imagination and creativity.

YTH 750 30 9 a.m. - 12 p.m. July 15 - 18 BEDFORD \$249

FASHION DESIGN (Ages 10-17)

We will explore fashion tools and techniques to help you develop your own style and express your individual creativity. Each student will receive a gown donated by a local bridal shop to transform. We will display our creations at a fashion show on the final day.

YTH 614 30 9 a.m. - 4 p.m. July 29 - Aug 1 BEDFORD \$379

FASHION DESIGN & JEWELRY (Ages 8-15)

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.

YTH 761 30 9 a.m. - 4 p.m. Aug 5 - 8 BEDFORD \$379

FILM PRODUCTION & EDITING (Ages 10-15)

This is your time to shine! Students will collaborate to produce a short film, interview or news segment. Using iPhone or phone cameras, children will conceptualize, produce, be the talent and learn to edit content.

YTH 798 30 9 a.m. - 4 p.m. Aug 5 - 8 BEDFORD \$379

NEW! GAME DESIGN (Ages 12-17) – HALF DAY PROGRAM

Game design is an offline and online ability. We will work on how to build and design games during the week and look into translating games into digital format. If you've ever wanted to stretch your creativity and learn a bit about how to build games in addition to being able to play games, find out here! We will work on building skills such as planning out a timeline, playtesting, design, and implementation.

YTH 826 30 9 a.m. - 12 p.m. Aug 5 - 8 BEDFORD \$249

LEGO MINDSTORMS ROBOTICS & BATTLEBOTS (Ages 8-12)

Students will work together using 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 a.m. - 4 p.m. Aug 5 - 8 BEDFORD \$379

NEW! ON THE SPOT IMPROV

(Ages 10-17) – HALF DAY PROGRAM

In this improv class, kids will have a blast learning the basics of improv, and how to apply them in improv-based games and scenes. Improv encourages active listening, quick thinking, and most importantly imagination!

YTH 832 30 9 a.m. - 12 pm. July 22 - 25 BEDFORD \$249

INTRODUCTION TO VETERINARY SCIENCE (Ages 9-13)

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 a.m. - 4 p.m. July 22 - 25 BEDFORD \$379

COLLEGE FOR TEENS - PROGRAMS SCHEDULE

NEW! ENGINEERING CAD DESIGN (High School Students)

This class will introduce high school students to a career in engineering and CAD. Students will explore their skills, values, and life goals while be introduced to tools such as hand-on printed circuit board layout, 3D printers, and other engineering tools through software programs and lecture. We will include career mapping, tools such as SOLIDWORKS, printed circuit board layout, to formulate a real-world perspective on current jobs in Engineering and CAD and the requirements needs to achieve them! Class will culminate with an assessment. Upon successful completion, students can earn (1) credit for IDS135 – STEM. (15 hours).

YTH 804 30 3:30 p.m. - 6 p.m. June 3 - 12 BEDFORD \$175

NEW! PUBLIC SERVICE CAREER EXPLORATION

(High School Students)

This course is intended for students who are interested in learning about careers within Public Service at the local, state or federal level. A variety of different public service careers will be explored within the following fields: law enforcement agencies, court system, corrections, emergency response services and victim services. Students will explore their work interests, personality, skills, values and life goals in order to identify possible public service careers that match with their strengths. Career mapping and organization research will be used to formulate a real-world perspective on current jobs and the requirements needed to achieve them. Upon successful completion, students can earn (1) credit for IDS133 – Public Service Career Exploration. (15 hours).

YTH 825 80 9 a.m. - 12:45 p.m. July 8 - 11 LOWELL \$175

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/parentinfo24.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.

PROGRAM LOCATIONS

Bedford Campus

591 Springs Road
Bedford, MA 01730

Lowell Campus (Carole Cowan Center)

33 Kearney Square
Lowell, MA 01852

ENROLLMENT

All enrollment is completed online via <http://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 5 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 or collegeforkids@middlesex.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

EMAIL: collegeforkids@middlesex.edu

VISIT US: <https://www.middlesex.mass.edu/collegeforkids/>

**MCC's can help you reach your goals and pursue your dreams.
 Choose from 80+ degree and certificate programs and get started today!**

Applying is Easy

- Apply with this QR code
- View your electronic letter quickly for most programs
- No application fee, SAT score, or deadline to apply
- Program admission requires a high school diploma or the equivalent



MCC Application



MCC Program List

Placing in English and Math

- Seniors send a mid-year or final transcript to Transcripts@middlesex.edu
- Recent grads with a 2.7 GPA are ready to register
- Transfer students provide a college transcript
- Placement options include Multiple Measures and Guided Self-Placement

Registering for Classes

- Our Pathway and Academic Advising staff are available to assist you in person or online

Paying for College

- Starting at MCC – saves you thousands of dollars compared to local four-year institutions
- Financial Aid – applying for aid (FAFSA), scholarships, loans and other important aid info
- Students Accounts – tuition and fee estimator, payment plans and financial services



Financial Aid



Student Accounts



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
 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 Laboratory Technician
 *Nursing - Day
 *Nursing - Evening
 Office Systems and Administration
 Paralegal Studies
 • Career
 • Transfer
 Performing Arts
 • Music - Liberal Studies
 • Theatre - Liberal Studies
 Psychology Concentration
 Public Health Information and Technology
 *Radiologic Technology
 Studio Art
 Visual Art
 Visual Design
 • Career
 • Transfer
 World Languages

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

Micro-Credentials

Communication Skills
 Culinary Skills
 Entrepreneurship - Launch @ MCC
 Law Enforcement

Media Studies
 Media Writing
 Private Security
 Public Health Informatics & Technology

Restaurant Supervisor
 Social Justice Advocacy

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

20 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.edu or call 1-800-818-3434 to speak with an Enrollment Counselor.

ANT 101	Cultural Anthropology	CSC 252	Programming II
ART 101	Art Appreciation	CSC 255	Programming III
ART 104	Message Design	CSC 258	Data Structures
ART 121	Drawing I	ECO 150	Principles of Microeconomics
ART 144	Digital Photography I	EDU 101	Curriculum in Early Childhood Programs
ART 178	Introduction to Web Design & UI/UX	EDU 102	Child Guidance and Classroom Management
BIO 100	Sexually Transmitted Diseases	EDU 103	Infant and Toddler Care and Program Planning
BIO 108	Nutrition	EDU 110	Teaching Young Children Who Experience Trauma
BIO 112	Infectious Diseases	EDU 122	Child Growth and Development
BIO 120	Introduction To Biology	EDU 154	Health, Safety, and Nutrition In Early Childhood Education
BIO 131	General Biology I	EDU 252	Administration of Early Childhood Program
BIO 132	General Biology II	EGR 101	Introduction to Engineering
BIO 231	Anatomy And Physiology I	EGR 210	Statics
BIO 232	Anatomy And Physiology II	EGR 211	Strength of Materials
BIO 235	Introduction To Microbiology	EGR 212	Dynamics
BIT 150	Methods of Biotechnology	EGR 214	Thermodynamics
BIT 155	Quality Control and Good Manufacturing Practices	EMT 100	Emergency Medical Tech-Basic
BIT 225	Special Topics in Biotechnology	ENG 092	Reading, Writing, and Reasoning
BIT 250	Advanced Techniques in Biotechnology	ENG 101	English Composition I
BUS 106	Introduction to Music Business	ENG 102	English Composition II
BUS 110	Introduction to Business	ENG 109	Critical Thinking
BUS 140	Sales Principles	ENG 113	Classics Of Childrens Literature
BUS 210	Principles of Management	ENG 161	Modern American Literature
BUS 212	Human Resource Management	ENG 180	Science Fiction & Fantasy
BUS 213	Business Communications	ENG 190	The Graphic Novel
BUS 221	Financial Accounting	ENV 110	Introduction to Ocean and Marine Biology
BUS 223	Managerial Accounting	ENV 115	Environmental Studies
BUS 240	Principles of Marketing	ENV 131	Environmental Science with Lab
CAD 180	Solid Modeling II	ETH 101	Ethics and Society
CAP 101	Computer Applications	ETH 102	Business Ethics
CHE 121	Introduction to Chemistry	GGY 120	World Geography
CHE 131	College Chemistry I	GOV 120	American Government
CHE 132	College Chemistry II	HST 121	US History Through 1876
CHE 151	General Chemistry for Engineering and Science I	HST 122	US History After 1876
CHE 152	General Chemistry for Engineering and Science II	HST 130	History World Civilization Before 1500
COM 101	Introduction to Communication + Media	HST 131	History World Civilization After 1500
COM 103	Public Speaking and Professional Presentations	HUM 102	Introduction To The Humanities
COM 104	Message Design	HUM 104	Myths
COM 106	Film and Society	HUS 102	Alcohol/Substance Abuse Treatment with Groups and Families
COM 115	Introduction to Human Communication	HUS 103	Stress Management and Relapse Prevention
COM 116	Interpersonal Communication	HUS 104	Principles of Developmental Disabilities
COM 125	Social Media	HUS 153	Supervised Field Placement/Seminar I
CRJ 111	Introduction to Criminal Justice	HUS 154	Supervised Field Placement/Seminar II
CRJ 156	Society and Victims of Crime	IDS 101	General Education Seminar: First Year Experience
CSC 151	Programming I	IDS 103	General Education Seminar: Leadership
CSC 156	Operating Systems Basics and Security		
CSC 202	Computer Organization and Assembly Language		

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.edu or call 1-800-818-3434 to speak with an Enrollment Counselor.

IDS 106	General Education Seminar: Career Exploration	MAT 290	Calculus I for Science
IDS 108	General Education Seminar: Wellness	MAT 291	Calculus II for Science
IDS 110	General Education Seminar: The Choices We Make	MAT 292	Calculus III for Science
IDS 117	General Education Seminar: Entrepreneurial Thinking	MUS 103	Introduction to American Music
IDS 121	General Education Seminar: Digital Literacy	MUS 106	Introduction to the Music Business
IDS 131	General Education Seminar: Business Career Exploration	NST 231	Networking II
IDS 132	General Education Seminar: Health Career Exploration	NST 235	Networking III
IDS 135	General Education Seminar: STEM Career Exploration	PHL 101	Introduction to Philosophy
ITC 101	IT Support	PHY 151	Physics I
ITC 111	Scripting for Security	PSY 101	Introduction to Psychology
ITC 281	Cybersecurity I	PSY 120	Child Psychology
LAN 151	Spanish 1 and Culture	PSY 124	Human Growth and Lifespan Development
LAN 152	Spanish 2 and Culture	PSY 150	Abnormal Psychology
LAN 251	Spanish 3 and Culture	SCI 130	Forensic Science
LAN 252	Spanish 4 and Culture	SOC 101	Introduction to Sociology
LGL 101	Introduction To Law	SOC 156	Society and Victims of Crime
LGL 102	Business Law		
MAS 101	Medical Terminology		
MAT 001	Preparation for College Math		
MAT 120	Math for Liberal Arts		
MAT 130	Elements of Mathematics I		
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 280	Calculus for Business and Social Science		

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

Discover. Transform. Succeed.

In-person and online, we're here to help you learn more about MCC:

- Take a campus tour
- Meet with an admissions counselor
- Attend an info session: topics include Dual Enrollment, Health programs and more!

Check out our upcoming events and get started on your path to MCC!

Scan QR
code for
event dates



MIDDLESEX
Community College



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 summer. 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 2024 schedule runs from May 28 - August 8.



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 **\$126 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.

English & Foreign Language Resources

The English Learner Institute/Prepare to Attend College Program – ELI/PAC Program

The English Learner Institute focuses on helping members of the community develop basic English skills. Anyone who is a newcomer to the United States, or needs to develop their English skills, is eligible for this program. Available at the Lowell campus, the English Learner Institute consists of various noncredit day courses.

For more information, contact Katy Gentile at gentilek@middlesex.edu

Options Include the PAC Program (Prepare to Attend College) and Holistic English 2 and 3.

PAC Prepare to Attend College (PAC), is offered in the fall and spring. These classes continue to be a bridge for non-native English speakers who often enroll in credit classes at MCC or move on to higher level English Learner Courses or Programs.

The PAC Program is offered at no cost for first time enrollees. Students are assessed and placed into PAC Level 1 or 2. Upon completion, students have the option to enroll in several other programs at MCC including both Credit and Noncredit Programming.

Holistic English 2 and Holistic English are offered throughout the year at a low cost per student.

For more information,

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

or Katy Gentile at gentilek@middlesex.edu

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 at

<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 at

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

Prepare for College/Hi-Set Resources

Free GED and HiSET Preparation Classes

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.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 \$200,000 to train employees.

For more information, visit <http://workforcetrainingfund.org/>

or contact Teresa Medina at medinat@Middlesex.edu

Office of Career Integrated Learning (OCIL)

For Students: We provide comprehensive guidance and a wealth of resources to help students in navigating their career journey. Available year-round, we are here to support students with key aspects of career development:

- Navigating the use of cutting-edge career tools
- Identifying students' areas of professional interest
- Developing skills that are in high demand in today's job market
- Acquiring relevant work experience
- Leveraging exciting integrated learning opportunities

Together, we will enhance your networking and interviewing skills, refine your resume and cover letter, perfect your elevator pitch, and devise strategies to gain practical experience in your field.

For Employers: We engage with employers to develop work-study programs, campus recruitment strategies, and job fair participation. Employers can work with us to post internships, job openings, and events on Handshake, as well as recruit through our on-campus or virtual events. Our partnership ensures a smooth connection between the talents of MCC students and the needs of the industry. We also invite you to partner with us in curriculum advisory roles, industry-specific events, and targeted training initiatives. By partnering with MCC, employers gain access to a diverse talent pool, brand exposure opportunities, and a chance to shape industry-aligned educational programs.

For more information, contact OCIL@middlesex.edu



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):

- C-0052 Local Anesthesia Certification for RDH
- C-0403 Technical Writing Certificate
- C-1638 Nurse Assistant /HHA Certificate
- C-0057 Society of HR Management HR Essentials
- C-0058 SHRM HR Certification Exam Prep
- C-3305 Pharmacy Technician
- C-2534 Accounting Fundamentals
- C-6558 Business Computer Applications
- C-6558 MS Excel Certificate
- C-6557 Medical Interpreting
- C-7197 Medical Office Admin Assistant
- C-7200 Dental Office Admin Assistant
- C-6559 Phlebotomy for Healthcare Professionals
- C-6888 Intro to Grant Writing
- C-3293 Non-Profit Management Certificate
- C-7282 Certified Addiction Recovery Coach
- C-7284 Digital Photography Certificate
- C-7203 F.A.A. Drone Exam Prep
- C-7202 Digital Media Marketing
- C-6559 Effective Project Management
- C-7201 Management Certificate

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

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



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

Businesses of all sizes are eligible to apply for:

General Program Training Grants: Businesses can apply for a grant of up to \$200,000. Employers, employer organizations, labor organizations, training providers, and consortia of such entities are encouraged to apply for funds to train current and newly hired workers. You may use a training provider of your choice. While we fund the majority of training content, courses that a company is legally mandated to provide (such as OSHA training) are not eligible for funding under this program. Training programs must be completed within two years.

Training grants are available for:

- *ESOL
- Project Management
- Machine Set-Up & Operation
- Sales
- Adult Basic Education
- Lean/Continuous Process Improvement
- Software & IT Skills
- Customer Service
- ISO
- Leadership & Management Skills
- Six Sigma
- Train-the-Trainer
- And much more!

*ESOL (English for Speakers of Other Languages) is a priority of the Workforce Training Fund.

Massachusetts Workforce Training Fund Program
Learn About Accessing Grants to Train Your Employees and How Middlesex Community College (MCC) Can Become a Partner and Provide Grant-Writing Assistance and Training to Area Businesses!

For more information, please contact Teresa Medina at medinat@Middlesex.edu



You Are The Difference.

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

For 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 2023



114 Scholarship students served



124 Scholarships awarded



\$191,500 Awarded in scholarship dollars

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

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



ALUMNI ASSOCIATION

Join
26,000
MCC
Alums!

The Alumni Association provides opportunities to:

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



Passionate

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
- Real Estate Assistance Program
- Seasonal discounts at the MCC bookstore
- Discount on select MCC Community Education & Training Courses



Pioneering



Proud

Sign up Today! Membership is Free!
Go to www.middlesex.mass.edu/alumni
for more information and to get involved!



MIDDLESEX
Community College

Student Success Starts Here

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/FALL

**Classes
START
SEPT. 3**



Enrollment Management Center
33 Kearney Square
Lowell, MA 01852-1987

*The college uses multiple mailing lists.
 If you receive a duplicate copy, please share it with a friend.*

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 Permit No. 106

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.**

- Worked with **30+** employers on Workforce Training Fund Grants
- \$4M+** Workforce Training Fund grants
- 35,000+** Enrollments since 1986

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