

PCC Extension

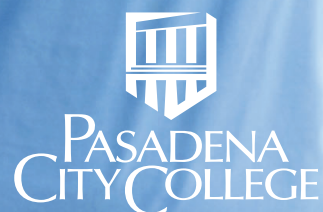
Lifelong Learning

SUMMER
2026

Jun 21 -
Aug 15

pcclearn.org

**Refresh,
Recharge,
Rejuvenate!**



Online Career Training



Live Online Training Programs

Online, Instructor-Led programs are taught in real time by a live instructor based upon a predetermined schedule. Programs offer students the ability to gain the knowledge they need for the career they want. Upon successful completion of a program, students will receive a Certificate of Completion.

We are filling the last remaining seats in our **Summer live, instructor-led online programs**. Now is the time to reset, refocus, and move confidently toward a fulfilling career!

Upcoming Start Dates:

JUNE

Pharmacy Technician	June 2
CompTIA Tech+	June 8
CompTIA Network+	June 9

JULY

Medical Administrative Assistant	July 20
CompTIA A+	July 27
CompTIA Security+	July 28

AUGUST

Medical Assistant	August 3
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For detailed program information, scheduling, and pricing, go to:

pasadena.theknowledgebase.org

PCC Extension

Website: pcclearn.org

Email: info@pcclearn.org



[pccextension](https://www.facebook.com/pccextension)



[@ExtensionatPCC](https://twitter.com/ExtensionatPCC)

New Offerings

Stress Relief Techniques

Everyday Chinese

Calligraphy

Yoga for Relaxation

Transforming Debt into Wealth

Beyond the Paycheck

Social Security & Retirement

Turn Your Equity into
Retirement Income

Marketing Without a
Marketing Department

(taught in Spanish)

Podcasting for the People

AI for Retirees

AI for Everyday Work II

Reading Skills

Institute of Reading
Development

Reading programs
for K-12

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Jobs and Careers

UGotClass

ProTrain

ed2go

Fall Session Available July 2026

PCC Extension

SUMMER 2026

June 21 to August 15

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LEGEND

NEW New for Summer 2026

CP Certificate Program

Locations: **PCC** - Pasadena City College
AHS - Arcadia High School

TRAVEL



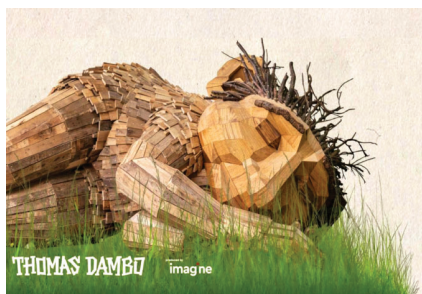
Single-Day and Multi-Day Tours

Our single and multi-day tours are offered in partnership with **Good Times Travel**, a trusted Southern California travel provider since 1993.

Detailed information regarding all of our tours, including descriptions, itineraries, pricing, and registration procedures, is available on our website. Please follow the links below.

Day Trips

For trip details, go to: pcclearn.org/daytrips



TROLLS, Tacos & Tankers
Friday, June 12, 2026



Colorful Songs Revue – Tribute to The Beach Boys
Thursday, July 16, 2026



A Whale-y Fun Day!
Saturday, August 15, 2026

Multi-Day Tours

For tour details, go to: pcclearn.org/tours



New England Fall Foliage
October 5-11, 2026



New Mexico Enchantment
October 7-12, 2026

More Multi-Day Tours are on the way!

Visit our website for updated tour listings.

Also see:

Live, Work or Retire Abroad - Affordably! - Page 22

International Tours

Our international tours are offered in partnership with **Collette**, a world-renowned guided tour operator for more than a century!

Detailed information regarding all of our tours, including descriptions, itineraries, pricing, and registration procedures, is available on our website. Please follow the link below.

See the World!



International Travel

For tour details, go to: pcclearn.org/global



The Balkans - From Coastal Croatia to Legendary Greece

July 23-August 7, 2026



Exploring Iberia: Southern Spain to Coastal Portugal

September 27-October 9, 2026



African Safari: Kenya and Tanzania

January 27-February 10, 2027



Patagonia: Edge of the World

March 7-21, 2027



Discover Croatia, Slovenia and the Adriatic Coast

June 5-16, 2027

*More International
Tours coming soon!*

Visit our website
for updated tour listings.

Contact PCC Extension to begin the reservation process.



Introduction to Chess II

Instructor: John Wright

You learned the game of chess and know some basic strategies, but what is next? How do you improve? The best approach is to break the game into its components, and then to focus upon specific skills. In this class, National Master John Wright will guide you through the process. Starting with the best opening moves, you will learn how factors such as pawn structure, better development, and setting short term goals will help you win more games. Game on! Checkmate!

Prerequisite: "Introduction to Chess" or knowledge of the basic rules and moves of the chess pieces.

Required Textbook:

Let's Play Chess: A Step by Step Guide for New Players, by Bruce Pandolfini (ISBN: 978-1888690521) available online and at bookstores.

2221X **PCC - Room R111** **\$95**
 Jun 28-Aug 9 6 Sun 11am-1pm



Genealogy Basics

In partnership with ed2go

Tracing your family's history is a fascinating journey. Genealogy Basics will help you understand the genealogy research process and the way we interpret the information we find. This course guides you through the search process for family names using several subscription-based Web sites which you can access while you are enrolled in the class. Along the way, you will learn through hands-on examples methods to help you dig deeper into your family's past. You will develop a strategy to accomplish your objectives, evaluate the results, and share that information with others. You will discover, in simple terms, where to look, who to contact, and how to make your family history come alive! Course starts monthly.

ONLINE COURSE **\$140**
 Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.



Eat Well, Age Well

Simple Habits for More Energy and Better Health

Instructor: Megan Tancredi

In this interactive two-day workshop, students will learn how to support their energy, metabolism, brain, bones, and overall well-being through simple nutrition and lifestyle shifts. Led by a registered dietitian, this course combines science-backed strategies with practical tools you can actually use - no fads or overwhelm. Learn what to eat (and when), how to protect muscle and bone, and why habits like sleep, movement, and stress management matter more than ever. Participants will walk away with realistic, sustainable habits to feel better now and stay strong for the years ahead.

2223X **PCC - Room R121** **\$59**
 Jul 14-Jul 21 2 Tue 11am-12:30pm



NEW Stress Relief Techniques

Instructor: Frances O'Brien

Life is stressful, especially today. Whether due to family, work, school, difficult relationships, financial concerns, health issues, or other triggers, stress can seem very difficult to diffuse. Worse, not only does stress feel awful, it can lead to sleep issues, appetite problems, and ill health. In this workshop, we will learn what stress is and why we experience it. We will discuss several easy, all-natural, portable, and, most-importantly, very effective ways to deal with the stress life seems only too happy to throw our way. When you heal yourself naturally, you make yourself stronger.

2053X **PCC - Room R121** **\$49**
 Jun 27 1 Sat 11am-12:30pm



Secondhand: The Art of Thrifting

Instructor: Crystal Hsu

Thrifters really do find unique collectibles such as Old Master prints, bone china, and crystal. However, thrifting is not about finding that elusive prize, it is about so much more. This workshop provides an accessible and practical introduction to thrifting where you will learn how to navigate secondhand shopping at yard sales, thrift stores, and flea-markets like PCC's Flea Market and the Rose Bowl Flea Market. Discussion will cover why thrifting matters, break down different sourcing tiers, and share hands-on tips for developing your own thrifting strategy. \$1 materials fee payable in class.

2224X	PCC - Room R113	\$55
Jul 11	1 Sat	10am-12pm



Growing Plants for Fun and Profit

In partnership with ed2go

Turn your love of plants into an enjoyable and profitable home business. Learn how to grow and market plants on a small scale without major capital investment. In an area as small as 1000 sq. ft., it is possible to generate thousands of dollars worth of plant material in a single growing season. This course is your practical guide to licensing; site preparation; equipment; how and where to find supplies; how to select and produce plants appropriate to your climate zone; how to produce quality material; and, most importantly, how to market your product. Course starts monthly.

ONLINE COURSE	\$140
Start : Jun 17, Jul 15, Aug 12, Sep 16	
ed2go.com/pcclearn to register.	

Acting Class - Monologue Session

Instructor: Danielle Keaton

By the end of this session, you will be able to understand how to breakdown a monologue, create a character, and share it vulnerably with an audience. Treat this as being cast in a play or movie with the last class being the performance.

Advanced registration is required - instructor will need time to prepare scene work for each student. If you have your own material in mind, that works too. \$5 materials fee, for scene material and video of performance, payable in class.

6006X	PCC - Room R102	\$95
Jun 23-Jul 21	5 Tue	6pm-8pm



Improv for Beginners

Instructor: Karen Baughn

Improv is not just for comedians! It is an easy tool anyone can use to unlock creativity, increase spontaneity, and joyfully connect with those around you. Whether you want to make new friends, become a better listener, sharpen your social awareness, or just laugh, join us and enjoy games that will get you moving. Come ready to play and surprise yourself! **Class is designed for adults.**

4216X	PCC - Room R113	\$79
Jul 18-Aug 1	3 Sat	10am-12pm



Bridge - Introduction

Instructor: Morris Jones

Bridge is a card game for four players working as two partnerships. It is known the world over as one of the most challenging yet satisfying pastimes. The rules are simple; the fascination can be lifelong. This course introduces Bridge to newcomers, and also serves to reinforce the fundamentals of the game for current players. *No Bridge experience required, but newcomers must attend the first lesson.* \$15 materials fee payable in class.

2205X		\$85
Jul 15-Aug 19	6 Wed	7pm-9pm

Class held at the **Pasadena Bridge Club**,
649 N. Fair Oaks Ave., #201, Pasadena.

The Raising Skilled Readers Tutoring Program

*from the Institute of
Reading Development*

featuring

- Research-based, school-aligned tutoring
- Skills your child needs to become a skilled reader
- Expert instructors in a small-group or one-to-one setting

with

- Guided practice between sessions
- Baseline assessments and weekly skills checks

For fees, registration, and class schedules:

pcclearn.org/reading

Use code **PCCSAVE2026** for a discount on your first registration courtesy of PCC Extension.

LANGUAGES



NEW **Everyday Chinese**
Cantonese

Instructor: Tonson Man

This Cantonese language course is designed for adult learners with no prior background. The course prioritizes spoken communication and listening comprehension over formal academic study. Students will build confidence in real-world scenarios such as ordering at a dim sum restaurant, navigating travel, or connecting with family, while gaining deep insights into Cantonese-specific customs and idioms. \$5 materials fee payable in class.

3531X **PCC - Room R220** **\$189**
Jun 25-Aug 13 8 Thu 6pm-9pm



Everyday Spanish

Instructor: Adelio Morales

¡Estás listo para aprender español! Everyday Spanish is a course designed to help you communicate while introducing you to the diverse cultures of Spanish-speaking communities in the United States. The course focuses upon pronunciation and conversation using interactive and fun activities created by a native Spanish speaker and instructor. This course will give you the skills and confidence to speak Spanish in real-life situations. \$20 materials fee payable in class.

3711X **PCC - Room R220** **\$145**
Jun 23-Jul 28 6 Tue 6:30pm-9:30pm



Conversational Japanese

In partnership with ed2go

Whether you want to learn conversational Japanese for travel or just for fun, this course makes it easy and enjoyable. Each lesson covers conversational phrases and vocabulary words particular to a specific area of travel. Students practice lessons using drills, interactive exercises, and dialogues. Throughout the course, there are helpful audio aids and Japanese words written in the English alphabet enabling you to bypass one of the biggest obstacles for most beginners of Japanese: the letter system. By the end of the course, you will have acquired basic conversational skills and cultural knowledge enabling you to travel around the country easily; and you will have discovered the heart of Japan! Course starts monthly.

ONLINE COURSE **\$130**
Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

Everyday French

Instructor: Jeanne Hart

French, a beautiful Romance language. Whether you are traveling for business or pleasure, speak French and want to relax and enjoy great conversations, or dip your toe in to test the waters of learning a foreign language, come join us and develop or sharpen your French conversational skills. No exams, no grades, no labs, just the pleasure of learning and speaking French with your classmates guided by a native-born instructor. **No textbook required. Class is designed for adults. See note.**

3720X **ONLINE COURSE** **\$159**
Jun 24-Aug 5 7 Wed 6:30pm-9:30pm
Logon info emailed prior to start date.

Note: Continuation French classes available. Information at pcclearn.org.



LANGUAGES

Foreign language courses are offered through Credit.



ART

Principles of Oil Painting

Beginning

Instructor: Gilda Fathi

The goal of this introduction to oil painting course is to help students gain the knowledge and skills needed to develop their own artistic style and tell their own visual story. The focus is on landscape and still life painting. The principles of color theory, color mixing, and composition also will be covered. **Note:** Students must provide their own materials and bring them to the first class. The supply list is available at: pcclearn.org/supplies.

0218X **PCC - Room CA321** **\$189**
Jun 27-Aug 8 6 Sat 10am-1pm



Gyotaku Fish Painting

Instructor: Paula Whiteman

Hundreds of years ago Japanese fishermen used to paint fish as a way to keep a record of their catch. This beautiful record-keeping practice led to Gyotaku Art, also known as Japanese fish printing, which uses paint and brushes to create a fish imprint on paper. Join us to learn about this exquisite and expressive art form through short lectures, demonstrations, and hands-on experience using a variety of Gyotaku fish replicas. Supplies provided include fish replicas, paper, brushes, and acrylic paint in variety of colors including metallics. *Optional: If you would like to print on fabric, bring a plain t-shirt, or similar.* **Note:** There will be a one-hour break in the middle of class. \$20 materials fee payable in class.

0208X **PCC - Room CA305** **\$79**
Jul 25 1 Sat 9:30am-4:30pm



Watercolor

Instructor: George Liang

Watercolor Painting Beginning

This class introduces students to the essential characteristics of the watercolor medium. Emphasis will be placed on understanding how watercolor behaves on paper—exploring transparency, layering, and brush control. Students will gain confidence through guided practice and experimentation with materials. **See note.**

0253X **PCC - Room CA305** **\$165**
Jun 21-Aug 16 8 Sun 10am-12pm

Note: \$5 materials fee payable in each class. *Students must provide their own materials and bring them to the first class. The supply list is available at: pcclearn.org/supplies.*

Basic Drawing & Watercolor Beginning

Have you ever wanted to create your own watercolor paintings? If so, step into this course and learn the foundations of drawing and watercolor painting. Emphasis is on basic drawing and sketching skills as the essential framework for watercolor techniques. Students will learn how to observe and capture shapes, values, and proportions through simple sketches, which then will serve as the base for watercolor application. Step by step, participants will explore washes, blending, layering, and color mixing while developing confidence in both drawing and painting. This course is ideal for beginners desiring to build a strong foundation while enjoying the creative process of transforming drawings into expressive watercolor paintings. **See note.**

0225X **PCC - Room CA305** **\$165**
Jun 21-Aug 16 8 Sun 2pm-4pm

Note Regarding All Art Classes:

Please confirm status of class before purchasing supplies!

PHOTOGRAPHY



NEW Calligraphy Hand Lettering

Instructor: Aleksandra Zelko

Calligraphy is a beautiful form of writing. This beginner calligraphy and lettering course covers the tools needed, basic strokes, alphabets, spacing, flourishes, and creative projects. Students will learn methodology step by step to create their own stickers, gift tags, and wall art. No experience needed. All materials provided. \$20 materials fee payable in class.

0230X **PCC - Room R113** **\$159**
 Jun 21-Jul 19 4 Sun 10am-2pm

Drawing for the Absolute Beginner

In partnership with ed2go

Have you always been interested in drawing, but never really knew how to start? Join us and gain a solid foundation and understanding of the basics of drawing and become the artist you always dreamed you could be. You will become intimately familiar with paper types, drawing styles, rendering techniques, and the basic principal of perspective, layout, design, lighting, volume, and space. You will discover how best to get in touch with the right side of your brain. If you have an interest in learning what it is like to draw or would love to increase your current knowledge of the field of art and illustrating, then this course will fulfill your needs! Course starts monthly.

ONLINE COURSE **\$129**
 Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.



Beyond Auto Mode

Instructor: Lynne Eodice

Take the next step in your photography adventure in this fun, interactive, and hands-on workshop. Grab your digital camera and learn how to take it off the auto mode for more creative picture taking. Topics include:

- Use camera settings beyond auto
- Understand the relationship between ISO, shutter speed and aperture for greater control in your photography
- Read your camera's histogram to improve photographic exposure
- Use important elements of composition for more dynamic photos
- Learn about various types of lighting and how lighting strengthens images

Students need to bring a fully adjustable digital camera (SLR or mirrorless), camera manual, fully charged batteries, and a media card. In addition to classroom instruction, we will go outdoors on campus to shoot pictures in the afternoon (weather permitting). There will be ample opportunity for questions, discussion, and review of students' work on a voluntary basis.

3122X **PCC - Room R113** **\$75**
 Aug 8 1 Sat 10am-2pm




Capturing Great Photos with Your Smartphone

Instructor: Lynne Eodice


Join us and learn to shoot great photos using a smartphone! This workshop begins with the basic features of a smartphone camera and then moves on to photo composition. Discussed will be the many photo editing apps available for download. Students are encouraged to share their smartphone images in class. *Smartphone required; instructor may suggest download of one or two apps. App prices range from free to a monthly subscription.*

3115X **PCC - Room R113** **\$69**
 Jun 27 1 Sat 10am-1pm



ART

A variety of studio art courses are offered through Credit.





PHOTOGRAPHY

Photography courses also offered through Credit.



COOKING

Photographing People with Your Digital Camera

In partnership with ed2go

Photographing people can be fun, exciting, and complicated! This course will make taking beautiful pictures of adults, children, and babies simple. You will start with the basic principles you need to know in order to become a people photographer. You will discover the best way to shoot faces, fix common close-up problems, and use digital photo editing techniques to retouch your photos and make other improvements. Then you will move onto portrait and formal group shots, where you will learn how to organize people, which angles to use, and which to avoid. You will become proficient in action photography, and you will learn some fun, creative ways to photograph children and babies. You will even gain expertise in filling your photographs with imagery, setting moods, and creating themes. This course will have you well on your way to becoming a skilled people photographer. Course starts monthly.

ONLINE COURSE **\$130**
 Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.



Photographing Nature with Your Digital Camera

In partnership with ed2go

Nature photography can be a fun, relaxing, and exciting hobby! In this course, you will learn about the many aspects of outdoor photography as well as how to master your digital camera's controls and features. Using the knowledge learned in this course, you soon will be taking exceptional nature photos. By exploring composition and lighting issues, you will discover how to take beautiful photos of landscapes, flowers, trees, and water. Discussion will include camera shutter speed and aperture controls, as well as how to use your computer to process your photos and digitally correct the most common problems. Learn what to do to turn your photos into works of art rather than just snapshots of nature. By the end of this course, you will have become the nature photographer you always wanted to be! Course starts monthly.

ONLINE COURSE **\$130**
 Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

Indian Food - The Basics

Instructor: Raka Mehra

Join us and learn the basics of North Indian cooking with a focus upon the health benefits of a mainly vegetarian diet. Our first meeting will center upon different types of lentils/legumes and how they should be cooked. Our second meeting will discuss the methods to make different types of flat breads (Roti, Paratha), and types of grains and spices. We also will cover short-cuts and ideas to incorporate into your day-to-day cooking. At the end of each session, you may delight in tasting some samples of food discussed in class. \$5 materials fee payable in class.

3420X **PCC - Room R117** **\$65**
 Jun 27-Jun 28 1 Sat & 1 Sun 10am-12pm



Luscious, Low-Fat, Lightning-Quick Meals

In partnership with ed2go

Have you ever wished you had a personal chef preparing luscious, low-fat meals? This course is the next best thing! You will learn how to ferret out fat in recipes, and discover how to reduce fat without sacrificing flavor or texture. Explore how to use flavor profiling to expand your culinary horizons. Learn how to prepare casseroles, crock-pot dishes, vegan dishes, oven-fried foods, meat-based meals, and many other entrees that are both nutritious and delicious! You will discover how to get in and out of the kitchen faster, including tips for grocery shopping, menu planning, food preparation, and quicker cooking. You also will learn a dietitian's tricks of the trade for encouraging reluctant family members to eat more healthfully. You will have the chance to try out more than 50 exciting and easy lower-fat recipes for tasty entrees, side dishes, desserts, and garnishes, with each recipe demonstrating a topic covered in the lessons. Course starts monthly.

ONLINE COURSE **\$140**
 Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

CRAFTS



Sewing

Instructor: Richard Lee

Begin at the beginning with the basics and you will be amazed at your sewing skills! Students learn the basic operation of a sewing machine, how to sew simple seams and hems, distinguish among various types of fabric, and how to set in elastic bands, bindings, and zippers. Class projects include a tote bag, a skirt, and a knit top. *Bring a basic manual (not digital) sewing machine (with attachments and manual) along with an extension cord and power strip to all class meetings. Also bring thread (black and white), bobbins (2 or 3), chalk (white), scissors, and a seam ripper. Additional supplies and fabrics may be needed. \$30 materials fee payable in class.*

3311X	PCC - Room R309	\$109
Jul 11-Aug 1	4 Sat	9am-12pm



Floral Design

Instructor: Evangelina Ucanan

Flowers bring light and beauty into living spaces. Whether a bouquet is inexpensive or very expensive, the way flowers are arranged can make a striking statement. In this beginning workshop, working with fresh flowers and greens, students will design basic arrangements for different occasions. Enjoy the scent of fresh-cut flowers and camaraderie as you unleash your creativity! *Bring scissors and several newspaper sheets. \$80 materials fee payable in class. Different arrangement in each session.*

3615X	PCC - Room CA109	\$109
Jul 25-Aug 15	4 Sat	9am-12pm



Use your Visa, MasterCard or Discover to register by mail, fax or telephone

Arts & Crafts

Instructor: Quayum Abdul



Candle Making

Have you ever wondered how beautiful candles are made? Have you ever wanted to make fragrant, multicolored candles for yourself or friends? In this dynamic workshop, students will learn how to create unique candles to admire and share for less than what they cost in stores. Students may be able to complete several candles and learn skills enabling them to continue on their own. Discussion includes how to get started, types of candles, candle molds, adding fragrance and color, and materials and supply sources. **See note.**

3342X PCC - Room CA109 \$55
Jun 27 1 Sat 10am-1pm

Soap Making

Your bath can become your at-home getaway when you add beautiful and fragrant handmade glycerin soaps. Making these beautiful soaps is easy and enjoyable and expressing your creativity is part of the fun. In this workshop, students will create different types of soaps while learning how to use colors, molds, fragrances, essential oil, extract, herbs, and novelties. Discussion will include how to make organic, natural, or therapeutic soaps. **See note.**

3343X PCC - Room CA109 \$55
Jun 27 1 Sat 3pm-6pm

Bath Products

Shampoo, Shower Gel & Bubble Bath

In this fun workshop, participants will discover simple techniques for making one-of-a-kind bath products (shampoo, shower gel, bubble bath, bath salt & exfoliate). Discussion will cover ingredients and equipment, where to obtain supplies, tips for making bath gels, adding herbs, glycerin, extracts, and the aroma therapeutic effects of oils. Delight in making your own bath products to keep or give as gifts. **See note.**

2273X PCC - Room CA109 \$55
Jul 18 1 Sat 10am-1pm



Cold Process Soap from Scratch

Want to know how to use the Cold process soap making method to create soap completely from scratch? This workshop will explain the A to Z of cold process soap making so that you can create beautiful handmade soaps right in your kitchen. Experience does not matter, this course is designed for all levels. Whether you are a complete novice or a soap making professional, join us, have fun, and learn something new about making soap at home. **See note.**

3316X PCC - Room CA109 \$55
Jul 18 1 Sat 3pm-6pm

Note: \$30 materials fee payable in each class.



Start Your Own Arts and Crafts Business

In partnership with ed2go

If you have an art or a craft, and you dream about starting your own home-based or small business, this is the course for you! Learn how to start your own arts and crafts business from a professional artist, how to find your niche within your chosen craft, and how to create your own unique business identity. You will learn what makes marketing in the arts and crafts business different from marketing in most other enterprises, and you will find a sales approach that meshes with your personality and preserves your creative integrity. Discover insider secrets, learn how to find and enter the best craft shows, and how to design booths that draw in customers. You also will discover how to price your work effectively to set yourself up for success whether you are selling through craft shows, in galleries, online, or even in your own retail store. Course starts monthly.

ONLINE COURSE \$144
Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

Note Regarding All Crafts Classes:

Please confirm status of class before purchasing supplies!

Crafts are making a resurgence – why not join and try your hand!

MUSIC



Acoustic Guitar

Instructor: Spencer Artwick

Learn to play the guitar! Students learn to play the acoustic guitar by developing a solid foundation of the basics. Topics include:

- Strumming
- Scales, songs, practice
- Open chords (major and minor)
- Finger exercises & picking
- Introduction to finger-style

\$20 materials fee payable in class. **Note:** Students need an acoustic guitar, strap and pick.

3025X PCC - Room CA117 \$99
Jul 11-Aug 1 4 Sat 10am-12pm

Music Made Easy

In partnership with ed2go

If you enjoy music and would like to know more about what makes it work, this is the course for you. Gain a complete understanding of rhythm, melody, and harmony, and learn to recognize pitches on the musical staff and keyboard. Each lesson builds upon previous lessons, while also introducing new musical concepts. Your course begins with an introduction to rhythm and the various aspects of rhythm; including beat, meter, note, and rest values. Transition to the role of melody in music, and gain proficiency in identifying pitches by octave, building major scales, and understanding the role of keys in creating melodies. Explore the keyboard in full detail with an emphasis on the structure of major scale and the signatures of major keys. Learn to build intervals, major scales, and chords. By the time you complete this comprehensive and full-featured course, you will be able to read, write, and even play simple musical pieces on a keyboard. Courses start monthly.

ONLINE COURSE \$115
Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.



MUSIC

Instrument and vocal courses are offered through Credit.



Flute

Instructor: Joanne Lazzaro

Native American-Style Flute Introduced

The haunting sound of the Native American flute can be heard everywhere from streaming playlists, YouTube, and TikTok, to yoga studios, sound baths, powwows, and national parks. The traditional Native American cedar flute is inexpensive, small, and lightweight to carry. It is beginner-friendly and the basics can be learned relatively easily in a few hours. The instrument is traditionally played without needing to read sheet music, and no prior music instruction or experience is necessary. Beginners can progress quickly, and be able to improvise their own simple melodies, played “from the heart” almost immediately. \$80 materials fee payable in class for a handmade precision-tuned “Little Horse” Eastern Red Cedar Traditional Native American-Style Flute in A minor. *Students who wish to use their own instrument for the course must obtain advance permission from the instructor to insure their instrument is compatible.*

3033X PCC - Room R121 \$69
Jun 22-Jun 29 2 Mon 6:30pm-8:30pm

Native American-Style Flute Intermediate

Join us as we delve more deeply into the art of flute playing. Students will learn how to play in the five most common musical modes (Major, Minor, Dorian, Lydian and Mixolydian); learn to use song charts, e.g., “finger charts” and NakaiTab; experience choosing and performing with backing tracks; and learn strategies for “jamming” with others, e.g., flutists, drummers, guitarists or other instrumentalists. *Students need to bring their Native American Style Flute tuned in A Minor for group exercises, and also, should you have one, may bring your Native American flute in other keys for solo exercises.*

Required Textbook:

Discover the Musical Modes on the Native American Flute, by Ami Sarasvati (ISBN: 9798988351849) available online and at local bookstores.

Prerequisite: Native American Flute Introduced or permission from the instructor.

3034X PCC - Room R121 \$79
Jul 13-Jul 27 3 Mon 6:30pm-8:30pm

DANCE

Hip Hop & Funk Dance

Instructor: Jeffrey (Jhazz) Yarbrough

Get up and get going! This introduction to Hip Hop dance integrates the new with the old school in a fun and stress free environment. We cover a new dance combination each session. The course is open to students of all levels and is a great workout. *Wear loose, athletic attire and shoes.*

1815X **PCC - Harbeson Hall*** **\$69**
 Jul 11-Aug 8 5 Sat 11:45am-12:45pm



Jeffrey also teaches *Self-Defense* - page 15.

Leela's Belly Dance classes will return in the Fall!



*Harbeson Hall is swing space during campus renovations.



Tap Dance

Instructor: Dolores Cruz

Shuffle Ball Change - Beginning

Join us to tap, tighten, and tone while having fun tapping! Tie up your tap shoes and discover a fun way to keep moving while staying in shape and learning about the fundamentals of tap. New steps are introduced and reviewed each week to provide you with a strong tap foundation by the end of the course. **See note.**

1808X **PCC - Harbeson Hall*** **\$65**
 Jun 27-Jul 25 4 Sat 9:30am-10:30am



Shuffle Ball Change - Intermediate

This Intermediate class is designed for those who already have a solid mastery of all basic steps and now can combine them into more complex combinations that move at a faster pace. Perfect for students who have taken the beginner class multiple times. Exercise while having fun – what could be better? **See note.**

1809X **PCC - Harbeson Hall*** **\$65**
 Jun 27-Jul 25 4 Sat 10:30am-11:30am



Note: Tap shoes required.
 Classes designed for adults.

Salsa/Bachata Dance

Instructor: Alicia Valiente

Salsa Dance Beginning

Salsa – a Latin American dance originating in Cuba. In this beginner class, students will learn the fundamentals of salsa dancing (partner and solo) with an emphasis on musical connection and cultural context. By the end of this class, dancers will be able to feel salsa music and express that feeling in their dancing. *No experience or partner needed.*

1803X PCC - Harbeson Hall* \$69
Jun 25-Jul 30 5 Thu 6:30pm-7:30pm



Bachata Dance Beginning

Originating in the Dominican Republic, Bachata is a style of dance that is often described as more sensual and romantic than Salsa. While Salsa is known for its energetic footwork and spins, Bachata emphasizes the connection between partners and the expression of emotions through movement. *No experience or partner needed.*

1813X PCC - Harbeson Hall* \$69
Jun 25-Jul 30 5 Thu 7:30pm-8:30pm

Russian Ballet

Instructor: Catherine Round

Agrippina Vaganova was born in 1879 in what is now called St. Petersburg. A ballerina and teacher, she developed a technique and method of teaching based upon the style of the renowned Imperial Russian Ballet. Intrigued? Join us to discover this ballet legend, and the how and why of each of her codified steps and exercises. Once you have achieved strength and structural awareness, you will be able to move more freely and be more naturally expressive! This Russian ballet technique workshop is designed for adults with no previous dance experience. Wear comfortable, fitted clothing and ballet shoes. A graduate of the Bolshoi Ballet Academy Teaching Certification Program, the instructor, Catherine Round, holds certifications for all levels from beginning to advanced. If you have any questions, you may email her at: catherine@croudballetworks.com.

1821X \$115
Aug 1-Sep 12 6 Sat 10am-11:30am

Class held at The Lineage Performing Arts Center,
920 E. Mountain St., Pasadena.





DANCE

Dance courses also offered through Credit.



People who are more active are healthier and happier!

Kick up your heels and dance, dance, dance!

EXERCISE

NEW Yoga for Relaxation

Instructor: Micaela Rodriguez

Yoga for Relaxation is a gentle yoga designed for beginners to well-versed yogis. We will practice yoga at an easy pace, grounding the mind through symmetrical floor stretching of left and right sides of the body coupled with simultaneous breathwork. All levels of accessibility are welcome, as every pose includes variations so that you may decide what works for you. This class will include Progressive Muscle Relaxation, breathing exercises, affirmations, body scanning and meditation techniques. Learn techniques to relax the mind and body that last a lifetime! *Students must bring a yoga mat, and a notepad for weekly affirmation exercises.*

2085X **PCC - Room GM105** **\$95**
 Jun 21-Aug 16 8 Sun 11am-12pm



Kundalini Yoga

Instructor: Santokh Singh Khalsa

Kundalini Yoga is a rejuvenating and relaxing combination breath and movement, from which anyone may benefit, even those who are stiff or out of shape. Using breath and simple exercises, students learn to release tension and stress while increasing energy. Course covers Yoga practice, basic meditation, philosophy, diet, and lifestyle. **Note:** The Awareness Center is committed to protecting the health of our students by providing a safe environment. *To review safety guidelines, see our online course description at pcclearn.org. Wear loose, comfortable clothing and bring a yoga mat to class. Advanced registration required.*

2075X **\$89**
 Jul 8-Aug 12 6 Wed 7pm-9pm

Class held at the **Awareness Center**,
 2801 E. Foothill Blvd., Pasadena.



Self-Defense

Instructor: Jeffrey Yarbrough

Personal attacks can and do happen! Join us for this comprehensive, two-week course, and learn self-defense techniques based upon the ever-evolving tactics attackers use in the workplace, elevator, stairwell, parking garage, or on the street. During the first session, the class will focus on defense against punches, chokes, headlocks, bear hugs, lapel grabs and situational awareness. The second session will cover defense against knives, bats and guns. **Note:** *Wear loose, comfortable clothes, and bring water to class.*

4011X **PCC - Harbeson Hall*** **\$65**
 Jul 11-Jul 18 2 Sat 1pm-3pm

Jeffrey also teaches **Hip Hop & Funk Dance** - page 13.

***Harbeson Hall** is swing space during campus renovations.

Tai Chi

Instructor: Jerry Larson

Tai Chi Beginning

Tai Chi form practice is a graceful, meditative art. It is a form of moving meditation, and has many benefits including body awareness, coordination, balance and agility, as well as stress reduction and other medical benefits. **See note.**


4019X **PCC - Room GM105** **\$95**
 Jun 21-Aug 16 8 Sun 2pm-3pm

NEW Tai Chi Intermediate

06/21/2026. **See note.**


4019X **PCC - Room GM105** **\$95**
 Jun 21-Aug 16 8 Sun 3:15pm-4:15pm

Note: *Students must be able to stand and move unassisted. Wear loose, comfortable clothing. Classes designed for all levels. Feet may be bare, or you may wear socks, ballet, or jazz shoes; **No street shoes on dance floor.***



EXERCISE

The Kinesiology Division offers exercise and sports courses for Credit.





Poetry Workshop

Instructor: Craig Cotter

Join us for an honest evaluation of your poetry. Students will be asked to write and submit a poem by email to the instructor before each session so they may be studied in advance; and the instructor will share each poem by email with the class to read before each session. Each session will begin with a poetry reading of all material submitted, after which we will work through each poem focused upon understanding what each poet is trying to accomplish. This online workshop focuses upon American free-verse poetry written out of the Whitman tradition. Additionally, the instructor will share great poems of the past century. "Although students are expected to write at least one original poem for each workshop, do not avoid coming to class because you have not written one. You may learn about your writing by listening to the criticism of another students' work; and hearing other students' poems may inspire you in a way that sitting alone with your thoughts may not." (Wakoski) **Class is designed for adults.**

3226X ONLINE COURSE \$85
 Jun 27-Jul 25 4 Sat 10am-12pm
 Logon info emailed prior to start date.


Also see AI for Writing and Editing - page 28.

Writeriffic: Creativity Training for Writers

In partnership with ed2go


Who does not know the fear of the blank page? How are visions transformed into the written word? Is it really possible to become a terrific writer? The answer to these questions and more are found in Writeriffic. In this high-energy course, you will learn lots of tricks from the published writer's toolbox. Whether currently writing or hoping to write a novel, nonfiction book, memoir, short stories, or articles, Writeriffic liberates the imaginative, inventive bolts of genius that are inside everyone. Course starts monthly.

ONLINE COURSE \$129
 Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.



WRITING

The English Division offers a variety of writing courses through Credit.



Introduction to Writing

In partnership with ProTrain

Do you have exciting stories, plots or characters dancing around in your head? Do you have a life experience or lesson to share, but do not know where to begin? This workshop is designed for those interested in entering the realm of creative writing for the first time. Our emphasis is on introducing you to the creative writing process. We will explore topics such as setting up your writing environment, creating plots, building characters, writing dialog and editing.

5219X ONLINE COURSE \$147
 Self-paced, start anytime.

Advanced Writing

In partnership with ProTrain

Welcome to Advanced Writing! Whether you successfully completed our Beginner's Writing Workshop, or you have been busy writing fiction on your own, there is much to be gained by moving to our next level of writing. Now that you are comfortable with the basics of writing: the plot, story, building characters, and editing, it is time to enhance your skills by delving into advanced topics: narratives, viewpoints, scene building, and writing beginnings and endings.

5271X ONLINE COURSE \$147
 Self-paced, start anytime.

Travel Writing

In partnership with ed2go

In this course, you will learn how to develop the skills of a travel writer. You will learn how to translate what is seen, heard, tasted, touched, smelled and felt (intuitively and physically) into publishable articles and books. You will understand the writing styles and methods needed to sell material in today's competitive market (including the how-to's of technical aspects of lead paragraphs, descriptive passages and the uses of interviews, quotes and facts). By the end of the course, you will have the ability to write for the travel market. So pack your sense adventure, organize your determination and put your keyboard in a comfortable position. If you have a desire to write and yearn to travel, you're a perfect candidate to become a travel writer. Course starts monthly.

ONLINE COURSE \$129
 Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

Writing Essentials

In partnership with ed2go

Develop the skills needed to excel at business communications, express yourself clearly online, and take your creative literary talents to a new level. Gain confidence as you practice free writing, and discover how to create solid drafts. Improve your writing skills by learning to select strong and persuasive words, spell correctly, and choose the right punctuation. Craft well-written sentences, build effective paragraphs, and organize material logically. Finally, explore ways to make the most of e-mails and other forms of electronic communication. Course starts monthly.

ONLINE COURSE

\$144

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

Introduction to Journaling

In partnership with ed2go

Discover the different types of journaling (including dream journaling), and sample a buffet of journaling techniques, exercises, tools, and resources. The course will cover everything you need to know about journaling, including a seven-step process that will ease you into writing a journal. Students will find out how to use a journal to explore thoughts, feelings, and values, and how journaling can ease the stress of your life. And learn how journaling can help choose the best career for you or advance in your current career. Course starts monthly.

ONLINE COURSE

\$129

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

Grammar Refresher

In partnership with ed2go

Whatever your goals, a grasp of English grammar is important if you want to improve your speaking and writing skills. This course will help you gain confidence in your ability to produce clean, grammatically correct work. You will explore the basics of English grammar, such as sentence structure and punctuation, as well as more sophisticated concepts like logic and clarity. A patient instructor, memorable lessons, vivid examples, and interactive exercises will provide ample opportunity to put what you learn into practice. Reacquaint yourself with old, forgotten rules, meet some new ones, and discover your own grammatical strengths. Course starts monthly.

ONLINE COURSE

\$130

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.



Certificate in Business Writing

In partnership with UGotClass

Discover the keys to successful writing for the workplace. Whether you are writing a report, memo, letter, or publicity notice, business writing has some defined characteristics for success. Enhance your career by improving this critical communication skill. Begin with understanding the format, construction, and successful techniques of writing good business reports and proposals. Then improve your skills with editing and proofreading. Finally, learn how to write a news story, press release, or other publicity notice that zings. Help your organization stand out with your new skills in business writing. This certificate will take you to the next level where business writing is a skill for personal and organizational success.

4387X

ONLINE SERIES

\$495

Start: Jun 1

Business Writing for Busy Professionals

In partnership with ProTrain

A key to success in any business is good communication skills, and one of the most common ways to communicate in business is through writing. Learn strategies to write documents faster and better, how to customize documents for a specific reader, how to accomplish your writing purpose, and how to create documents when time is limited. Participants also will master models to organize and format letters, emails, and reports in order to make them clear, direct, and reader friendly. Conversational writing style and parallel structure also is covered. The second half of the course discusses the importance of grammar and tone to good writing and approaches to rewriting.

5278X

ONLINE COURSE

\$473

Self-paced, start anytime.

Writing/Publishing

Instructor: Stacy Dymalski

Turn Your Story into a Book

Every story has to have a message and a story arc, and has to logically flow from one point to the next. This class shows you develop your story before you sit down to write it; starting with structuring your story so that it has an engaging beginning, middle, and end, as well as defining your book's overall message. Once you have completed this course, you will know "what comes next" each time you start a new chapter. This is not just a writing class, but a story development class, designed to give you clarity when you sit down to write your book.

3247X

ONLINE COURSE

\$59

Jul 18

1 Sat

10am-12pm

Logon info emailed prior to start date.



Nine Steps to Self-Publishing Your Book

Learn everything you need to know about self-publishing your book, as well as getting it up and selling on Amazon. This course will systematically walk you through the nine steps of the self-publishing process, using practical examples you can apply to your own manuscript. By the end of the course, you will know exactly what it takes, and how much it costs, to self-publish your own book. Stacy's Nine Steps textbook is a companion resource that leads the student through the process of self-publishing their own book. Textbook available for purchase upon course conclusion.

3248X

ONLINE COURSE

\$59

Aug 8

1 Sat

10am-12pm

Logon info emailed prior to start date.

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a Topic.
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July 15

August 12

September 16

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Accounting and Finance

Accounting Fundamentals I & II
Keys to Successful Money
Management
Where Does All My Money Go?
Personal Finance
Real Estate Investing
Stocks, Bonds, and Investing

Business

Writing Effective Grant
Proposals
Professional Sales Skills
Administrative Assistant
Fundamentals
Fundamentals of Supervision
and Management
Managing Customer Service
Project Mgmt Fundamentals

Computer Applications

Intro to Microsoft Word
Intermediate Microsoft Word
Advanced Microsoft Word
Intro to Microsoft Excel
Intermediate Microsoft Excel
Advanced Microsoft Excel
Intro to Microsoft Access
Intermediate Microsoft Access
Advanced Microsoft Access
Intro to Photoshop CC
Intro to InDesign CC
Adobe Illustrator CC
Adobe Animate CC
Photoshop CC for the
Digital Photographer
Photoshop Elements for the
Digital Photographer

Design and Composition

Creating Web Pages
Intro to CSS3 and HTML5
Creating WordPress Websites
Designing Effective Websites
Intro to JavaScript
Discover Digital Photography
Secrets of Better Photography
Photographing People
with Your Digital Camera

Healthcare and Medical

Explore a Career in Med Coding
HIPAA Compliance
Medical Terminology
Explore a Career as a
Pharmacy Technician
Explore a Career as an
Admin Medical Assistant
Handling Medical Emergencies
Become a Physical Therapy Aide
Become an Optical Assistant
Become a Veterinary Assistant

Language and Arts

Beginning Conv French
Conversational Japanese
Speed Spanish
Instant Italian
Discover Sign Language
Enhancing Language
Development in Childhood
Drawing for the Absolute Beginner
Introduction to Guitar
Music Made Easy

Law and Legal

Employment Law Fundamentals
Intro to Criminal Law
Real Estate Law
Workers' Compensation

Personal Development

Genealogy Basics
Lose Weight and Keep It Off
Luscious, Low-Fat, Quick Meals
Twelve Steps to a Successful
Job Search
Understanding Adolescents
Start Your Own Edible Garden
Learn to Buy and Sell on eBay
Start and Operate Your Own
Home-Based Business

Teaching and Education

The Creative Classroom
Creating a Classroom Website
Teaching Preschool
Solving Classroom Discipline
Problems
Homeschool With Success
Teaching Students with
Learning Disabilities
Teaching Adult Learners
Counseling for College Prep
Integrating Technology
in the Classroom
Ready, Set, Read!

Technology

Intro to PC Troubleshooting
Intro to Networking
Intro to SQL
Intro to PC Security
Understanding the Cloud
Creating Mobile Apps
with HTML5
Intro to XML
Intro to Python 3
Intro to Visual Basic
Intro to Java Programming
Intro to C# Programming
How to Get Started in
Game Development

Writing and Publishing

Writeriffic: Creativity Training
Write Your Life Story
Travel Writing
Intro to Screenwriting
The Keys to Effective Editing
Beginner's Guide to
Getting Published
Write Effective Web Content
Write and Publish Nonfiction
Books
Writing Essentials
Grammar Refresher

For complete course details, pricing, and to register
for these and other ed2go courses, visit:

ed2go.com/pclearn

FINANCE

NEW Beyond the Paycheck

Financial Planning, the GPS for Your Life

Instructor: David Sanepour & Lindy Bell

You work hard for your money, however, without a plan, it is like driving to a new city without GPS. You may have a full tank, but no clear route. Financial planning serves as your GPS, helping you identify where you are, where you want to go, and how to get there, without unnecessary debt or surprises. No jargon, no pressure, just practical guidance for real life. Topics include:

- **Seek to Protect What You Have** - Build a safety net, manage high-interest debt, and safeguard your income from life's surprises
- **Invest with Confidence** - Understand how investing works (even for beginners), why time matters, and how diversification helps manage risk
- **Plan Ahead & Keep More** - Explore tax-aware strategies, retirement income concepts, and a clear approach to legacy planning

Leave with an interactive experience and a Personal Progress Chart showing:

- Where you are today
- Your next best step
- How to stay on track

If you have ever felt unsure, overwhelmed, or behind with money, this workshop will help you find direction. \$15 materials fee payable in class.

0353X PCC - Room R111 \$79
Jul 10-Jul 24 3 Fri 6:30pm-8:30pm

Where Does All My Money Go?

In partnership with ed2go

This course will teach you how to get control of your finances rather than letting them control you. It is the help you need before learning about investing, debt elimination, retirement or college planning. Start to make conscious decisions about spending and saving. Make your own informed choices about where you want your money to go. Learn how to fund your dreams and how to save money for everything from emergencies to vacations. This course is an investment in your future and you will save the cost of the course many times over by applying what you learn. Course starts monthly.

ONLINE COURSE \$140
Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.



NEW Transforming Debt into Wealth

Instructor: Mario Manzanilla

An alarming 65% of Americans feel stressed about their finances. According to data from the Federal Reserve Bank of New York, credit card debt is on the rise reaching new heights with Americans owing a record \$1.14 trillion on credit cards. The average household debt was referenced at about \$90k. Given this data, and a need for change, many now are looking for straight-forward ways to manage debt, improve credit scores, and build a better financial future. Join us and take the first step to putting your finances in order.

2225X PCC - Room R111 \$55
Jun 24 1 Wed 6:30pm-8:30pm



Personal Finance

In partnership with ed2go

Do you have clear financial goals? Are you confident you will be able to retire someday? How can be sure you are making the right investments? Do you know how to change your credit report to reduce your expenses and increase your financial security? Do you know how to keep good financial records? This course will prepare you for a lifetime of personal financial planning. The tools you will learn are useful, realistic, and easy to work into your regular routine. They will help you gain control over the financial impact of the choices you make. You will learn to create and use a budget, borrow and invest wisely, make intelligent decisions about insurance, and plan for your financial future. You will develop a retirement savings plan, and you will be better prepared to make large purchases and plan for taxes. You will learn the essentials of household bookkeeping, recordkeeping requirements, and much more. Course starts monthly.

ONLINE COURSE \$146
Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

RETIREMENT

Tax / Social Security

Instructor: Mark Basile

Taxes in Retirement

Taxes are Still on Sale!

Taxes are Still on Sale! Tax strategies used in retirement accounts are outdated and may no longer be applicable for those looking to retire. This workshop covers techniques for generating tax-free income using overlooked tax tips in accordance with IRS guidelines. Come and learn how Roth IRA conversions and other tax-advantaged strategies can impact your bottom line. See why by moving your tax-deferred funds into tax-free territory, you reduce the impact of future tax hikes on retirement savings. Discussion includes how the government will continue to fund Social Security, Medicare, and Medicaid, and pay interest on our \$39 trillion-dollar debt. Perhaps by increasing taxes, with 401(k)s, IRAs, and inherited assets being the low hanging fruit? We will dive into this together.

0432X **PCC - Room R111** **\$55**
Jul 11 1 Sat 11am-1pm

NEW Social Security & Retirement

UPDATED 2026-2028: Social Security is complex, and understanding how it works, and how to maximize benefits, is essential. Managing Social Security starts with knowing the facts and exploring options. Topics include:

- Maximizing benefits while minimizing taxes
- Delaying the start of Social Security benefits
- Understanding rules and regulations before applying for benefits
- Knowing the options for those married or divorced under Social Security rules
- How benefits are affected if you continue working
- How Social Security income may work with other income sources to provide a secure retirement

Whether you plan to retire in ten years or are recently retired, strategies learned in this workshop may deliver rewards throughout your lifetime.

0414X **PCC - Room R111** **\$55**
Jul 18 1 Sat 11am-1pm



Medicare 101

The ABC and D's of Medicare

Instructor: Ron Tanji

This workshop is multi-dimensional, designed for those on Medicare, have parents on Medicare, are about to become eligible for Medicare, or are caregivers overseeing the care of Medicare patients. Topics include: objective information about traditional Medicare; Medicare Advantage; Medicare supplemental insurance; and prescription drug plans. Find out: When may I first sign up? What does each of the Medicare (A, B, C, and D) parts cover? What if I wish to work past 65? Do I really need supplemental insurance? What if I have insurance through past employment, VA, or other retirement plans? Where do I go for help?

2262X **PCC - Room R111** **\$49**
Jun 27 1 Sat 9am-10:30am

NEW Turn Your Equity into Retirement Income

Instructor: Mario Manzanilla

Reverse mortgages. What are they, how do they work, and what are the pros and cons? This workshop is designed for homeowners who are at least 62 years of age, the children of senior homeowners, and realtors. Learn the main benefits and strategies of using a Reverse Mortgage to purchase a home (downsizing, upsizing) or simply to stay in a home. A Reverse Mortgage may be used as a financial tool to help cash poor, equity rich homeowners who are 62 or older improve finances and prolong savings throughout retirement. Reverse Mortgages offer a solution with no mortgage payments for the rest of the homeowner's life. This program is backed by the Housing and Urban Development and Federal Housing Authority.

3929X **PCC - Room R111** **\$55**
Jul 22 1 Wed 6:30pm-8:30pm





NEW

AI for Retirees

Instructor: Bob Cohen

AI is all the rage, but what is it really and how can it enrich retirement life? Join us to discover AI's role in supporting health, travel, creativity, finances, and lifelong learning. This friendly, non-technical workshop uses real-life examples and live demonstrations to show how everyday AI tools can help you stay engaged, organized, connected, and curious. *Prior technology experience or knowledge is not required.*

0521X ONLINE COURSE \$59
Jul 7 1 Tue 6pm-9pm
Logon info emailed prior to start date.

For more **AI courses**, turn to **page 28**.



Live, Work or Retire Abroad - Affordably!

Instructor: Bob Cohen

Many people now live abroad and enjoy a higher standard of living while living their dream. Join us to learn how to stretch a fixed income, or how to find work overseas that pays for room and board. Discover the top ten countries where Americans are able to live better than they can here, and how to actually do it! Get tips about evaluating your finances, figuring out how far your dollar will go, housing, transportation, food, government discount programs, access to healthcare, and job opportunities. Are you ready to begin an exciting new life?

2305X ONLINE COURSE \$59
Jul 15 1 Wed 6pm-9pm
Logon info emailed prior to start date.



Mind, Body, Spirit

Studies have shown the older we get, the more active we need to be, both physically and mentally. Don't let time get the best of you!

We offer a wide variety of classes and activities to meet many interests, such as Art, Dance, and Crafts classes, to name just a few. And of course, our always exciting offering of trips and tours!

Join us and enrich your mind and body, have fun, and meet new people. Better yet, grab a friend and attend together!

REAL ESTATE

Home Buyer Survival Guide For the First Time Buyer

Instructor: Kyle George

The home buying process can be tough to navigate. Learn how to simplify the process and gain knowledge to find your forever home. This workshop provides a detailed breakdown of the home buying process from start to finish. Topics include:

- Mortgage qualification
- Navigating interest rates
- Stand out in a competitive market
- Avoid home buyer pitfalls

These and many other topics will be discussed enabling you to gain confidence and achieve your goal of homeownership.

When registering, indicate start date.

3910X **PCC - Room R115** **\$59**
Jun 27 1 Sat 9:30am-12:30pm

3910X **PCC - Room R115** **\$59**
Aug 15 1 Sat 9:30am-12:30pm



Long Distance Real Estate Buy Rentals in America's Fastest Growing Boomtowns!

Instructor: Seewung Yee

Location, Location, Location! Learn how to buy low-cost, high-cash-flow, appreciating rental properties in the fastest-growing "Boomtown" markets in the country. This class covers proven strategies for acquiring rental properties that generate income today while benefiting from long-term appreciation. You will explore traditional rental strategies (long-term and mid-term rentals) as well as co-living investing, a growing real estate model where multiple tenants rent private rooms within a single property. Co-living can significantly increase monthly cash flow compared to conventional rentals, making it a powerful tool for accelerating wealth-building. Students will learn how to identify "Boomtown" markets and discover the top 3 housing markets where these strategies are most effective.

3927X **ONLINE COURSE** **\$65**
Jun 30 1 Tue 6pm-9pm
Logon info emailed prior to start date.



California Real Estate Licensing Program

Recently passed National Association of Realtors new buyer representation rules have impacted how realtors conduct business. The C.E. Shop, a partner of PCC Extension, has developed a program to address these new rules. The Buyer Representation Essentials Package comprises nine, bite-sized lessons over three hours. Take advantage of this learning opportunity by registering today.

PCCExtension.TheCEShop.com

Rental Properties and Long Term Wealth

Instructor: Sebastian Marroquin

Would you like to buy a rental property? Would you like to retire with multiple properties that create thousands in rental income per month? Do you own a home and want to know how to create rental income from your garage by converting it into an ADU (second unit) or would you like to add a second unit (ADU) on a home zoned for one home? If you answered "yes" to all or any of these questions then this workshop is for you! Topics include:

- Getting started
- Financing (down payments)
- Converting garages and new construction into ADUs
- Finding the right team
- Minimizing risk
- Selecting the right home to buy
- Best areas to buy and why

3925X **PCC - Room R111** **\$55**
Aug 1 1 Sat 11am-1pm



Real Estate Investing

In partnership with ProTrain

This course will provide the core foundations for successful real estate investment. Becoming a real estate investor is fairly easy - just go out, buy a property and boom you are an investor! Unfortunately, it takes much more than that. It takes skill, strategy, business acumen, active research on properties and communities coupled with finance and negotiation principles just to become a valued competitor in this high rising field. This comprehensive course will use learning activities, practice exams, and assignments to help students learn the foundational components to becoming a successful real estate investor.

5366X **ONLINE COURSE** **\$147**
Self-paced, start anytime.

Rental Property Management

Instructor: Shiral Torres

Landlords: The Basics

New to owning rental property or thinking about becoming a landlord? This introductory workshop gives you a quick overview of important landlord issues. Topics include:

- Finding Qualified Tenants
- Move-in/Move-out Process
- Common Landlord Mistakes
- Simple Bookkeeping and Organization Tools

Become familiar with the essentials before diving deeper. Join us to build confidence and learn the basics to start your journey as a successful Landlord!

0455X **PCC - Room R117** **\$55**
Jul 12 1 Sun 9am-11am

Landlords: Take Control of Your Finances

Are you making a profit? Bookkeeping is not anyone's favorite task, but it is necessary to keep track of your income and expenses. QuickBooks and Quicken are powerful tools, but they can be tricky to learn, and hiring someone to do it can get expensive. What if a simple worksheet is all you really need? Join us for this lively and inspiring workshop, and learn how to use a simple worksheet to track your income and expenses. Gain peace of mind by acquiring the tools to keep your rental business profitable. Take control of your finances the easy way, and as a bonus, receive business tips, landlord advice, and the latest updates to help you stay ahead. **See note.**

0457X **PCC - Room R117** **\$55**
Jul 25 1 Sat 9am-11am

Landlords: The Move-in Process

Are you feeling overwhelmed by paperwork or unsure which forms you need for a new tenant? Not sure how to fill them out correctly or where to start? This course will walk you through everything you need to know before lease-signing day. Learn about the required legal forms, how to complete them correctly, and the key steps to stay compliant with the law during the move-in process. Also learn how to prepare before meeting your new tenant, present paperwork with confidence, and make lease-signing day smooth and stress-free. Plus, receive updated landlord info, landlord tips, and copies of required forms. **See note.**

0452X **PCC - Room R117** **\$55**
Aug 8 1 Sat 9am-11am

Landlords: Get Organized-Gain Confidence

Owning a rental property used to be a simple way to earn income. Today, although it is more complex, it is still one of the best ways to build long-term wealth. If managing your rental feels overwhelming and you want to lower your stress, reduce risk, and increase your profits, this workshop is for you! In this course, students will learn a simple system for organizing all the important paperwork, including rental agreements, maintenance and repair logs, and financial records, so nothing falls through the cracks. Discover easy ways to simplify income tax preparation and build a personalized binder that keeps your business running smoothly. This system will set you up for long-term success and profit. **See note.**

0456X **PCC - Room R117** **\$55**
Jul 12 1 Sun 12pm-2pm

Landlords: Find the Perfect Tenant

Are you worried about finding a new tenant when your current tenant gives you a 30-day notice to move? Concerned about losing rental income? Do you have a system for finding reliable tenants who pay on time and care for your property? This course will give you the confidence to consistently find great tenants using a simple, step-by-step system that works every time you have a vacancy. Learn how to advertise effectively, screen applicants, and complete all the required forms, including those required by law. Topics include:

- Up-to-date landlord forms
- Practical tips you can use right away
- Current information to help you succeed as a landlord

See note.

0451X **PCC - Room R117** **\$55**
Jul 25 1 Sat 12pm-2pm

Landlords: The Move-out Process

Are you worried about losing rental income when a tenant gives you a 30-day notice to move? Not sure what legal steps or paperwork are required when they move out? Take the guesswork out of the move-out process. In this course, receive step-by-step guidance on what to do from the moment you receive that 30-day notice. Learn how to fill out the required forms, stay legally compliant, and handle the security deposit refund the right way. And receive updated landlord tips, helpful checklists, and all the essential forms you need to manage move-outs with confidence. **See note.**

0453X **PCC - Room R117** **\$55**
Aug 8 1 Sat 12pm-2pm



Series Discount

Enroll in all six courses at once and receive a **\$25 discount!**

Note: \$18 materials fee payable in advance.

OCCUPATIONS

Notary Classes

Instructor: Thomas Peavyhouse

Notary Public Licensing

Notary Class: This course exceeds the State of California qualifications for new applicants and for notaries that are renewing their commissions. *Commissioned notaries may take this course six months prior to their commission expiration date.* Students completing the class will receive a State-approved Certificate of Completion required to take the State-proctored notary examination. The State of California will offer a same-day exam (additional cost). \$49 materials fee payable in class.

Advanced registration required. *No walk-in registrations.* Minimum age 18. Late arrivals will not be admitted and no refunds will be given.

Notary Exam: Registration/exam begins at 4:00 pm, concludes at 6:00 pm. Exam requirements:

1. \$40 check or money order only payable to the Secretary of State (including renewals). *No Cash.*
2. ID: Driver's License or State DMV card; Passport; Military ID; (non US citizens bring Alien Registration number).
3. Bring two sharpened, No. 2 pencils.
4. Bring a 2"x2" passport photo to be submitted as part of the Secretary of State application background check. May be purchased in class for \$10.

0390X PCC - Room R221 \$115
Jun 13 1 Sat 8am-4pm

Loan Signing Specialist

This course provides notaries with the skills and knowledge needed to become a Loan Signing Specialist. Discussion is inclusive, from the initial contact with the borrowers, to the completion and return of the loan document package. \$49 materials fee payable in class.

Optional: Take home exam. Fee: \$35 payable in class. Those passing will receive a Loan Signing Specialist certificate.

Prerequisite: Must be a notary or have taken a notary public class.

0315X PCC - Room R115 \$79
Jun 14 1 Sun 9am-2pm



Interior Design Basics

In partnership with ed2go

This introductory interior design course covers various topics and skills needed for success as a residential interior designer. Students will start by defining key terms and concepts in interior design and then learn how to effectively apply design elements and principles to create residential design plans. Students will also explore the historical design features that influence contemporary projects. Best practices in space planning, material selection, color theory, and lighting design will be covered, along with considerations for health, safety, accessibility, and sustainability. Training even dives into how to select furniture, textiles, accessories, window treatments, and artwork to enhance a space. By the end of this online interior design course, students will have a solid understanding of the role of a professional interior designer and be equipped with the knowledge to create aesthetically pleasing and functional interior designs. Course starts monthly.

ONLINE COURSE \$144

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

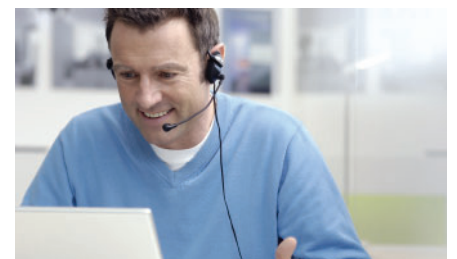
Customer Service Rep (CSR) Exam Prep

In partnership with ProTrain

The customer service representative plays an essential role in an organization's success by providing product and service information and resolving product and service problems. In this course learn about the various duties and responsibilities of the customer service provider, and practice these duties using a variety of exercises, hypothetical interactions, and assignments. The goal of this course is to prepare you to be an outstanding, reliable, and successful customer service representative. In addition to providing participants with a comprehensive education in customer service, this course prepares participants to take nationally recognized customer service certification exams, including, but not limited to, HDI Customer Service Representative (HDI-CSR) certification exam.

5249X ONLINE COURSE \$395

Self-paced, start anytime.
pcclearn.org/protrain to register.



Career Technical Education programs also available.

NEW **Marketing Without a Marketing Department**

Strategic Foundations for Spanish-Speaking Entrepreneurs

Instructor: Diana Velásquez Camelo

This practical, strategy-focused course is designed for Spanish-speaking entrepreneurs and early stage small business owners who want to build a clear, structured marketing foundation. Many small business owners operate without a marketing department, relying heavily upon social media without a strategic framework. This course shifts the focus from tactics to strategy. Participants will learn how to:

- Identify and define their ideal customer
- Develop a differentiated value proposition
- Set measurable marketing goals
- Build a simple but structured 90-day marketing action plan

Instruction is taught entirely in Spanish and includes practical exercises tailored to Latino-owned small businesses. This course is ideal for entrepreneurs who are launching a business, formalizing their operations, or seeking to improve their marketing effectiveness with limited resources. *Visite nuestro sitio web para ver la descripción del curso en español.*

0411X ONLINE COURSE \$89
 Jul 8-Jul 29 4 Wed 6pm-8pm
 Logon info emailed prior to start date.



Voiceover Professional

An Introduction

Partner: Voices For All

"Wow, you have a great voice!" How many times have you heard that? Or maybe you listen to your favorite audiobooks, commercials, or cartoon characters and think, *"I could do that!"* Explore the growing remote voiceover industry with your instructor, a professional voice actor from Voices For All. Discover the current trends in the industry and how easy and affordable it can be to learn, set-up, and work from home. Learn about different types of voiceovers and the tools needed to find success, earning income from the comfort of your home. Your instructor will take notes as you read a real script in this one-on-one video chat setting, and offer some coaching to improve your delivery. You also will receive a professional voiceover evaluation in a follow up call. To learn more about this one-time, 90-minute, introductory class, go to: voicesforall.com/ooo. **Note:** Students must have internet access and a webcam.

4220X ONLINE COURSE \$49
Schedule your class when convenient!
 Logon info provided upon registration.

Mastering Public Speaking

In partnership with ed2go

Discover how to talk confidently and persuasively to both large audiences and small groups. Learn how to plan and deliver presentations skillfully and how to manage one of the most common public speaking barriers - fear. Learn the secrets to presenting a speech, how to handle questions and manage conflict in meetings, and how to shine in a job interview. Students will learn tips for training their voice and how to use both verbal and nonverbal communication effectively. By the end of this course, students will have an entire set of skills they can use on the job, in social settings, and in any other situation where you need to communicate with ease and authority. Course starts monthly.

ONLINE COURSE \$148
 Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

EV Charging Station Installer



Design and Operation

Instructor: Quayum Abdul

One of the fastest growing careers in the United States is electric vehicle charging station (EVCS) installation. Millions of electric cars and trucks will be on the road within the next ten years, and California has committed to making 100% of vehicles registered in the state battery powered by the year 2035. This requires charging stations to be installed in garages, parking lots, and on roadside electric poles, all of which require trained EVCS installers and service providers. Topics include:

- EVCS Design
- Installation
- Operation
- System Troubleshooting

Course requires a total of 12 hours of instruction. Certificate issued upon successful completion of the course. \$40 materials fee payable in class.

Prerequisites: Must be 18 years of age or older, and have a high school diploma or GED.

2259X PCC - Room R117 \$259
 Jul 31-Aug 14 3 Fri 6pm-10pm



Supervisory & Leadership



In partnership with UGotClass

Your employees are your most valuable resource. Ensuring the efficiency of your team is the key to your success and is your most important responsibility. New and experienced supervisors receive insightful, practical, and easy-to-understand methods about leadership. Learn effective delegation, performance management, and performance review techniques. Discuss the specifics of the supervisor's role and responsibilities, as well as strategies for improving overall effectiveness as a leader.

4521X ONLINE COURSE \$395
 Start: Jun 1

Healthcare Certificate Programs

In partnership with ed2go

Online Healthcare Certificate Programs will distinguish you as a knowledgeable, skilled, and committed professional in specialized healthcare fields. More available. **CEU contact hours provided.**

- Brain Health
- End of Life Care
- Food, Nutrition, and Health
- Gerontology
- Healthy Aging
- Meditation
- Perinatal Issues
- Spirituality, Health, and Healing
- Stress Management

For detailed descriptions, start dates, and pricing for these and many more programs, go to: ed2go.com/pcclearn

TECHNOLOGY

Computer Skills for the Workplace

In partnership with ed2go

Most jobs today require a working knowledge of certain computer skills. Employers seek and reward employees with the skills and knowledge to send messages across the country via e-mail; use a spreadsheet to create a graph and paste it into a report; add and edit data in a database; understand the implications of file sizes, memory limitations, and network arrangements; and recognize the function and features of modern computer components. Any job candidate who already possesses these skills will stand above those who do not. This course is a great introduction to Windows and Office 365 and is designed to provide the fundamental computer competencies you need to survive and prosper in today's fast-changing workplace. You will learn how to implement the powers of modern office software to work faster and more efficiently. Course starts monthly.

ONLINE COURSE **\$147**

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

Keyboarding

In partnership with ed2go

Keyboards are used by everyone! In addition to being inefficient, the hunt and peck method of typing is impractical. This course will teach you touch-typing or improve your current typing skills. Learn to type from the printed page, and also learn how to create, edit, and save word processing documents. The timed writing feature will aid you in honing your skills; and posture tips are discussed to minimize fatigue and help prevent carpal tunnel syndrome. Course starts monthly.

ONLINE COURSE **\$141**

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.



UI/UX Design

In partnership with ed2go

User interface (UI) and user experience (UX) design have emerged as the prototype of all digital design for websites, apps and other devices, and is one of the most valuable skills in today's digital design environment. This course provides a concentrated but substantial introduction to every key element in UI/UX design. Topics include:

- Understanding research
- Generating user experiences
- Applying design aesthetics
- Testing for accessibility
- Creating professional models
- Writing reports and proposals

Integrated throughout the course are real-world examples and skill-building materials that prepare students to enter into or become more valuable participants in the field of UI/UX design. Course starts monthly.

ONLINE COURSE **\$148**

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.



NEW Podcasting for the People

Instructor: Jack Sullivan

Learn by doing! Produce your podcast! Your voice matters, and you can learn how to plan, record, and make your show great! Explore ideas that entertain or inform your community. Use the podcast medium to shape culture, politics, and minds! *Students must bring a charged laptop to class.* \$5 materials fee payable in class.

0535X **PCC - Room R115** **\$159**
Jun 21-Aug 2 5 Sun 11am-2pm



TECHNOLOGY

A variety of technical programs are offered through Credit.



AI Series

Instructor: Bob Cohen

AI for Everyday Work

Discover the potential of AI tools in this introductory session designed for professionals, educators, and small business owners. Learn how to integrate AI into your daily tasks, from simplifying workflows to boosting creativity and productivity. By the end, you will understand how to interact with AI tools effectively and explore their endless possibilities. Topics include:

- Overview of popular AI tools (ChatGPT, Gemini, Bard) and their capabilities
- Applications of AI for productivity, creativity, and innovation in various fields
- Fundamentals of prompt engineering to communicate effectively with AI

0508X **ONLINE COURSE*** **\$59**
Jul 14 1 Tue 6pm-9pm



AI for Research, Analysis, and Learning

In this session, explore how AI can transform the way you conduct research and analyze information. Our discussion will guide you through using AI to find relevant data, simplify complex materials, and produce actionable insights. Whether you are a business owner making strategic decisions or an educator curating knowledge, this class will enhance your capabilities. Topics include:

- Using AI for rapid and effective research across various industries and themes
- Condensing and summarizing intricate data for presentations or reports
- Performing analyses and producing insights for decision-making

0515X **ONLINE COURSE*** **\$59**
Jul 28 1 Tue 6pm-9pm

NEW AI for Everyday Work II

Intermediate AI Tools

Build upon the skills from AI for Everyday Work and learn to use ChatGPT, Gemini, and other tools more effectively. Delve into advanced prompting, research, multimodal tools, GPTs, Gems, and connections to external applications for practical, everyday work and personal use using entry-level subscription features.

Recommended: AI for Everyday Work

0519X **ONLINE COURSE*** **\$59**
Jul 23 1 Thu 6pm-9pm

**Logon info for online courses provided prior to start date.*

AI for Writing and Editing

Unlock the power of AI and improve your writing. This session will guide you in how to use AI tools to create compelling content and refine your writing style. Perfect for professionals needing polished reports, educators developing learning materials, and entrepreneurs crafting marketing copy, join us to unlock AI's secrets. Topics include:

- Enhancing writing skills with AI for blogs, reports, and creative content
- Using AI for proofreading, editing, and improving tone and readability
- Engaging AI to write fiction, non-fiction, business, educational, and marketing

0511X **ONLINE COURSE*** **\$59**
Jul 21 1 Tue 6pm-9pm

Also see *AI for Retirees* - page 22.

AI for Marketing and Media Creation

Dive into the world of AI-powered marketing and media creation in this fast-paced session. Discover how to craft engaging social media posts, design visuals, and generate video content using AI tools. This session is ideal for entrepreneurs promoting their product/service, educators proposing programs, or professionals managing brand awareness with limited resources and time. Topics include:

- Using AI for social media post creation, targeting, and scheduling
- Incorporating AI-driven design for graphics, images, and promotional videos
- Creating AI-powered marketing strategies for small businesses or personal brands

0518X **ONLINE COURSE*** **\$59**
Aug 4 1 Tue 6pm-9pm

Introduction to Microsoft Word 2019

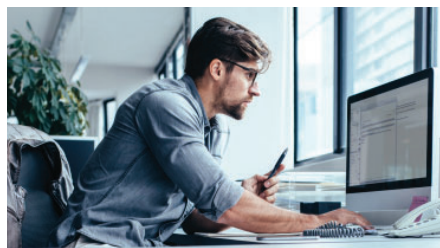
In partnership with ed2go

Knowing how to write reports and letters using Microsoft Word is a basic skill needed in nearly any job. This powerful word-processing program lets you professionally type, edit, format, spell check, and print documents. You will learn how to edit text, change the size or appearance of text; change margins and tab settings; automatically center, right align, justify, and indent text; use tools such as the grammar checker, spell checker, and thesaurus; and save, retrieve, copy, organize, and print your documents. At the end of this course, you will be able to use Word confidently at home or on the job. *Intermediate Microsoft Word 2019 also available.* Course starts monthly.

ONLINE COURSE

\$163

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.



Introduction to Microsoft Excel 2019

In partnership with ed2go

Do you work with numbers? Then you need to master Microsoft Excel! Even beginners will find it easy to learn Excel in this fun, step-by-step online course. These lessons provide you with the information you need to set up fully formatted worksheets quickly and efficiently. You will learn the secrets behind writing powerful mathematical formulas, and discover how to use the function wizard to quickly and automatically calculate statistics, loan payments, and future value. In addition, gain tips about sorting and analyzing data, designing custom charts and graphs, and creating three-dimensional workbooks. *Intermediate Microsoft Excel 2019 also available.* Course starts monthly.

ONLINE COURSE

\$163

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

Additional Microsoft Office online courses available at:
ed2go.com/pcclearn



Introduction to PC Troubleshooting

In partnership with ed2go

Do not spend your hard-earned cash on expensive PC repairs! The vast majority of the problems people experience with their computers are completely avoidable, and most can be solved with nothing more than a few minutes of your time. This course takes you step by step through the typical hardware and operating system problems encountered by technicians, teaching troubleshooting techniques to decipher any problem, and giving you the skills you need to solve them. Once you have mastered the basics, the course launches into some of the more advanced and nasty problems that crop up in the PC, teaching you how to diagnose and fix those problems as well! The course also covers how to maintain and optimize a Windows PC. Course starts monthly.

ONLINE COURSE

\$144

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

Adobe Photoshop Essentials

In partnership with UGotClass

This fundamental course covers Adobe Photoshop CC most commonly used tools, menus and panels. Students will learn all the basics of Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch and enhance existing images or create your own composite digital art work. Impress your business organization, friends and family by enhancing their photos and create magazine cover quality enhanced images. Access to Adobe Photoshop software required.

4313X

ONLINE COURSE

\$225

Start: Jul 6

Designing Effective Websites

In partnership with ed2go

These days, creating a website is so easy almost anyone can do it. But with all the competition on the Web, creating a site that is effective is more challenging than ever. To do that, you need to employ good design principles. Regardless of your current skills or level of knowledge, in this course you will master the basics of Web design and learn how to build sites that are better and more effective. Get ready to take your Web design skills to the next level! We will examine the tension between form and function, explore the six major states of the website development process, and learn the basics of user-centered design. We also will cover the five basic steps to organizing information, find out how site design themes can be used for information delivery, and review Web page design considerations. Course starts monthly.

ONLINE COURSE

\$147

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.



Introduction to Photoshop CC

In partnership with ed2go

Photoshop is the world's most popular photo editing program. Artists, photographers, designers, and hobbyists all rely on Adobe Photoshop for image creation and editing. This course provides meticulous instructions that will teach you how to use Photoshop Creative Cloud with confidence. You will be editing your own photographs to get rid of dust and scratches, fix the color, and correct image exposure. You will learn how to colorize parts of an image and create simple digital paintings. You will master techniques for switching the backgrounds on images and removing wrinkles and blemishes from photos, just like they do in magazines. Course starts monthly.

ONLINE COURSE

\$147

Start : Jun 17, Jul 15, Aug 12, Sep 16
ed2go.com/pcclearn to register.

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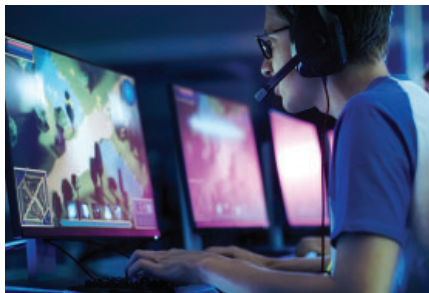
Superior, Quality Education

UGotClass online certificates and courses are provided by the Learning Resources Network (LERN), the largest continuing education association in the world, serving more than 1,000 colleges, universities, and schools.

Popular UGotClass Programs



Bookkeeping



Basic Game Design



Web Design



Data Analysis



Power BI



AI Planning and Strategies

Current UGotClass Offerings

Certificate Programs

AI Certificate
Bookkeeping Certificate
Certificate in Accounting and Finance
for Non-Financial Managers
Certificate in Basic Game Design
Certificate in Business Writing
Certificate in Customer Service
Certificate in Data Analysis
Certificate in Leadership Development
Certificate in Mastering Excel
Certificate in Nonprofit Administration
Certificate in Online Teaching
Certificate in Project Management
Certificate in QuickBooks Online
Certificate in Teaching Adults
Certificate in Web Design
Certificate in Workplace Communication
Coding Certificate
Cybersecurity Certificate
Digital Marketing Certificate
Entrepreneurship Certificate
Management Certificate
Mastering Video Marketing Certificate
Power BI Certificate
Social Media for Business Certificate
SQL Certificate
Supervisory & Leadership Certificate
WordPress Certificate

Professional Courses

Accounting and Finance
for Non-Financial Managers
Advanced Data Analysis
Advanced Marketing Concepts
Advanced Power BI
Advanced Teaching Online
Closing Procedures and
Financial Statements
Collaborative Management
Conflict Management

Designing Online Instruction
Developing Your Leadership Skills
Developing Your Professional Career
Entrepreneur Boot Camp
Entrepreneurial Marketing
Financial Analysis and Planning
for Non-Financial Managers
Fostering Online Discussion
General Ledger and
Month End Procedures
HR for Non-HR Managers
Integrated Marketing Best Practices
Intermediate Data Analysis
Intermediate Power BI
Introduction to Data Analysis
Introduction to Power BI
Introduction to Project Management
Leadership Principles
Management Boot Camp
Managing Generations in the Workplace
Program Evaluation for Nonprofits
Project Management Knowledge Areas
Project Management Processes
Revenue Generation for Non-Profits
Successful Print Marketing
The Business Plan
Understanding Debits and Credits
Using Personality Profiles
for Better Work Performance

Technology Courses

Adobe Illustrator Essentials
Adobe InDesign Essentials
Adobe Photoshop Essentials
Advanced Cyber Threat Analysis
and Mitigation
Advanced Excel
Advanced SQL
Advanced Web Design
AI Planning and Strategies
Boosting Your Website Traffic
CSS Fundamentals
HTML Fundamentals

Improving Email Promotions
Integrating Social Media
into Your Organization
Intermediate AI
Intermediate Excel
Intermediate SQL
Intermediate Web Design
Introduction to ChatGPT
Introduction to Coding
Introduction to Cybersecurity
Introduction to Social Media
Introduction to SQL
Introduction to Web Design
Marketing Using Social Media
Mastering Microsoft Excel
Network Security and Defense Strategies
Online Advertising
Podcasting
QuickBooks Online Level 1 & 2
Video Marketing
YouTube for Business

Vocational Courses

Business Writing
Effective Copywriting
Extraordinary Customer Service
Intermediate Video Game Design
Introduction to Game Design
Keys to Customer Service
Managing Remote Workers
Writing News and Press Releases

For detailed course descriptions, and pricing for these and many more UGotClass programs and courses, visit:

pcclearn.org/ugotclass

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Fast-paced, flexible training programs that set you on the path to a rewarding career. Over 500 high demand certificate and certification programs to provide the best possible training for a wide variety of potential knowledge seekers.

Popular ProTrain Programs



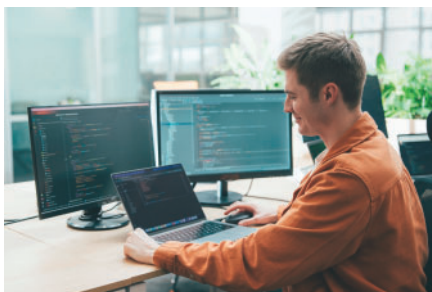
Dental Assistant



Event Planner



Pharmacy Technician



CompTIA A+



HVACR Technician



Medical Billing and Coding

Current ProTrain Offerings

Certificate Programs

Aromatherapist
Associate Professional in
Human Resources (aPHR)
Association of Bridal Consultants (ABC)
Certified Wedding Planner Program
Bookkeeping Administration
BPI Building Science Principles
Certified Associate in
Project Management (CAPM)
Certified Cloud Security Professional
(CCSP)
Certified Electronic Health Records
Specialist
Certified Information Security Manager
(CISM)
Certified Maintenance and Reliability
Technician
Customer Service Representative (CSR)
Day Care Administrator
Dental Assistant
EKG Technician
Electrical and Electronic Fundamentals
Event Planner
Fundamentals of Landscaping Design
and Business
HazWoper 24-Hour Moderate Risk
Household Hazardous Waste Operations
HVACR Technician
Introduction to Six Sigma
Landfill Operations
LEED Green Associate
Medical Administrative Assistant
Medical Assistant
Medical Billing and Coding Specialist
MSSC Certified Production Technician
(CPT)
NRF Retail Industry Fundamentals
Patient Care Technician
Pharmacy Technician Professional
Phlebotomy Technician
Photovoltaic Technician
Physical Therapy Technician
Project Management Professional (PMP)

ServSafe Manager and OSHA 10
Six Sigma Black Belt
Six Sigma Green Belt
Solar Water Heating Technician
Veterinary Assistant
Wind Energy Technician

Microsoft Office 365 - Excel 2019
Microsoft Office 365 - Excel 2021
Microsoft Office 365 - Outlook 2019
Microsoft Office 365 - Outlook 2021
Microsoft Office 365 - PowerPoint 2019
Microsoft Office 365 - PowerPoint 2021
Microsoft Office 365 - Word 2019
Microsoft Office 365 - Word 2021

Professional Courses

Advanced Math for the Workplace
Advanced Writing
Basic Management Skills
Basic Math for the Workplace
Become an Entrepreneur
Blogging with WordPress
Business Writing for Busy Professionals
Creating a Global Classroom
Effective Parent-Teacher Meetings
Emerging Technology for Teachers
Grammar Essentials
Introduction to Writing
Investing in Stocks and Bonds
Learning Styles in the Classroom
Managing Conflict for Teachers and
Educational Support Personnel
Online Safety for Teachers and Students
Personality Types Among Us
Principles of Time Management
Professional Communication
Real Estate Investing
Understanding and Preventing
Cyber Bullying

Bundled Courses

Administrative
Adobe Creative Cloud
Business and Analytics
Career Development
Diversity and Inclusion
Finance
Home and Hobby 1
Home and Hobby 2
Human Resources
Personal Development
Sales and Marketing
Supervisors and Managers
Work Place Essentials

Workforce Spanish

Spanish for Banking
Spanish for Construction
Spanish for Dentists and Hygienists
Spanish for Educators
Spanish for Firefighters
Spanish for Food Service
Spanish for Health Care
Spanish for Housekeeping
Spanish for Law Enforcement
Spanish for Manufacturing/Warehousing
Spanish for Social Services
Spanish for the Medical Front Office
Spanish for the Workplace

Technology Courses

AutoCAD 1 - Basic 2D
AutoCAD 2 - Advanced 2D
AutoCAD 3 - Basic 3D Modeling
AutoCAD Fundamentals Certificate
CompTIA Network+ N10-009
CompTIA Security+ SY0-701

For detailed course descriptions, and pricing for these and many more ProTrain programs and courses, visit:

pcclearn.org/protrain

ED2GO

Online Career Training Programs

Self-paced, start anytime. Certificate of Completion upon successful conclusion. **Financing available!**



Advanced Career Training

Prepare for your new career or a recognized certification. These expert-developed courses offer a flexible way to learn. Open enrollments let you start any time. And with up to 18 months of access, you can learn when it is convenient for you.

Popular ed2go Programs



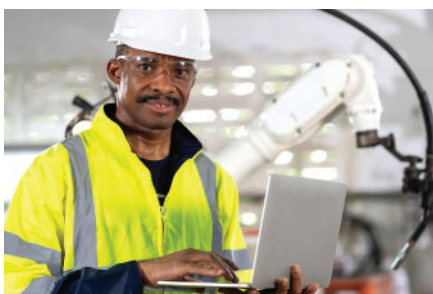
Chartered Tax Professional



Federal Court Interpreter



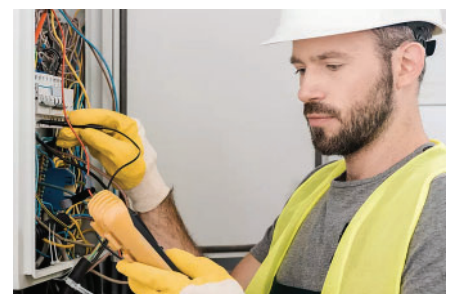
AutoCAD Basics



Robotics Technician



Cybersecurity Boot Camp



Electrical Technician

Current ed2go Offerings

Accounts Payable Manager Certification	Clinical Dental Assistant	Microsoft Excel Certification Training
Accounts Receivable Manager Certification	Cloud Engineer IT Professional Program	Microsoft Office Specialist (MOS)
Activity Assistant	CompTIA A+ Certification Training	Expert Certification Training
Administrative Dental Assistant	Corporate Event Planner	Microsoft PowerPoint Certification Training
Adobe Certified Professional	Court Interpreter (Spanish/English)	Microsoft Word Certification Training
Advanced Medical Interpreter	Cybersecurity Boot Camp	Multimedia Arts Certificate
Advertising & Outreach Specialist	Dental Office Manager	NASM Certified Nutrition Coach
AI for Business Course: ChatGPT & Copilot	Die Setter	NCSF Certified Strength Coach
AutoCAD Basics	Digital Arts Certificate	NCSF Sports Nutrition Specialist
AutoCAD Certification Training	Digital Court Reporting with Legal Transcription	Nonprofit Manager
Biofuel Production Operations	Digital Game Artist Certificate	Office Manager
Business Coach	Electric Vehicle Fundamentals (EVF)	Oil Refinery Operations
Business Operations Specialist	EnGen English Learning Pathways	Optical Manager
C++ Programmer	Engineering Technician with VR Training	Optician Certification Training
Career Counselor and Life Coach	Entry-Level Driver Training (ELDT)	Oracle SQL and PL/SQL Developer + Java Programmer
Catering Professional	Event Management and Design	Payroll Manager
Certificate in Healthcare and Eldercare	Executive Assistant	Payroll Practice and Management
Certificate in Mediation and Arbitration	Executive Housekeeper	Pharmacy Technician
Certified Administrative Professional	Federal Court Interpreter	Power Plant Operations
Certified Bookkeeper	Foundations of Plumbing	Preston Bailey's Fundamentals of Floral Design
Certified Cloud Security Professional	Freight Broker/Agent Training	Preston Bailey's Signature Wedding & Event Design
Certified Credit Counselor	Front-End Web Developer	Procurement & Purchasing Management
Certified Destination Wedding Planner	Full Stack Software Developer	Professional Bookkeeping with QuickBooks Online
Certified Electronic Health Records Specialist (CEHRS)	Graphic Design with Photoshop and Illustrator	Professional Consulting Practice
Certified Ethical Hacker	Home Inspection Certificate	Professional Interpreter
Certified Financial Health Counselor	Human Resources Professional	Professional Translator
Certified Inpatient Coder	HVAC/R Certified Technician	Python Developer
Certified Internal Auditor	ICD-10 Medical Coding	Quality Inspector
Certified Manufacturing Engineer	Immigration Court Interpreter (Spanish/English)	Residential Electrician
Certified Manufacturing Technologist	Information Security Training	Robotics in Manufacturing Fundamentals
Certified Master Wedding and Event Planner	Java Programmer + Python Developer	Robotics Technician with VR Training
Certified Medical Administrative Assistant (CMAA)	JavaScript Developer	Sales Manager
Certified Outpatient Coder	Legal Terminology	Sales Representative
Certified Pharmaceutical Sales Rep	Legal Transcriptionist	Solar Design Training
Certified Physical Therapy Aide	Linux Foundation Certified System Administrator (LFCS)	Solar Energy Training
Certified Residential Interior Designer	Maintenance Technician with VR Training	Student Loan Counselor
Certified Six Sigma Green Belt and Black Belt	Manual Machinist with VR Training	Tool and Die Maker with VR Training
Certified Supply Chain Professional	Management for IT Professionals	Toolmaker with VR Training
Certified Technical Writer	Management Training	Travel Agent Training
Certified Wedding Planner	Medical Billing and Coding	Veterinary Assistant
Chartered Tax Professional for California Residents	Medical Interpreter (Spanish/English)	Veterinary Office Manager
Chemical Plant Operations	Medical Office Manager (CPPM)	Video Game Design and Development
	Medical Terminology	Web Design Professional
	Microsoft Access Certification Training	

For detailed course descriptions, and pricing for these and many more ed2go programs and courses, visit:

pcclearn.org/careers

Registration



Online:
pcclearn.org



Phone:
(626) 585-7608



Fax:
(626) 585-3058



Mail:
PCC Extension
Pasadena City College
1570 E. Colorado Blvd., Rm CEC112
Pasadena, CA 91106-2003



In Person:
Foothill Campus
3035 E. Foothill Blvd.
Pasadena, CA 91107
Monday-Friday, 9am-4pm

Pre-Registration is Important!

Classes that do not meet minimum student enrollment may be cancelled before the first session. Your timely registration helps to ensure necessary enrollment figures.

PCC Extension

1570 E. Colorado Blvd., Rm CEC112
Pasadena, CA 91106-2003
Main Number: (626) 585-7608
Fax Number: (626) 585-3058
Website: pcclearn.org
E-mail: info@pcclearn.org

Reserve Your Space. Register Today!

REGISTRATION FORM — PCC EXTENSION

PLEASE PRINT

Date _____

Last Name _____

First Name _____

M.I. _____

Street Address _____

Apt. No. _____

City _____

Zip Code _____

Email Address _____

Mobile Number _____

Alternate Number _____

Course No. _____

Course Title _____

Start Date _____

Fee _____

Course No.	Course Title	Start Date	Fee
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

By submitting this registration form, you agree to the PCC Extension Refund Policy.

TOTAL \$ _____

Payment by Visa, MasterCard, or Discover:

Card No. _____

Expiration Date _____ CVV2 Code _____

Authorized Signature _____

Print Name on Charge/Check _____

Payment by check (payable to Pasadena City College):

Driver's License No. _____

Expiration Date _____

Please do not write in this space

Date _____ Received by _____

CK _____ CA _____

08/25

Registration Form also available online at: pcclearn.org/regform

Policies

Dropping A Course

Refunds are granted provided you notify PCC Extension at least three (3) business days before your class begins. Registration fee refunded in the same format as originally paid within six (6) weeks. **There are no refunds beyond this deadline.** Refunds ARE NOT issued for absences nor prorated for late registrations. **Note:** If dropping a class from a Certificate Program or a Course Series, discounts will no longer apply and the refund amount will be adjusted accordingly. Missed class meetings may not be made up in another class. There is no auditing of classes. Returned checks will be subject to a \$25 handling charge.

- **ed2go / UGotClass:** Refunds for ed2go and UGotClass online courses/programs are given only if a student notifies PCC by email at least three (3) business days before your online course/program begins. The registration fee will be refunded in the same format as originally paid within 6 weeks. There are no refunds beyond this deadline.

- **ProTrain:** Refunds for ProTrain online courses/programs are given only if a student has not accessed any portion of the online course/program and the student requests a refund, in writing, via email to PCC Extension within three (3) business days from the date of the course setup (email notification sent). There are no refunds for any online courses (or curricula) once a course has been accessed in any manner. If applicable, any shipped or online course reference materials (physical books, eBooks, study guides, CDs, Self-Study Kits, Videos, etc.) must be returned, unopened/unused at your own expense if you accepted delivery of the package. Please understand that with enrollment and access of your online course, you have read and agreed to the aforementioned refund policy. There are no extensions granted for your course. If you do not complete your course by the end-date on your welcome letter, there will be additional fees for extended access to your course and any online reference materials such as eBooks.

Transfers

To transfer to another class, requests must be received at least three (3) business days before the original class start date.

Cancelled Class

Minimum enrollment is required to run a class. If PCC Extension cancels a class, the registration fee is automatically refunded in the same format as original payment within six (6) weeks.

Waitlists

Students have the option of placing their name and contact information on a waitlist for courses and trips already full. When openings occur, students are contacted in order of sign-up.

Certificates

Programs displaying the CP icon, once completed in accordance with noted requirements, qualify for a Program Certificate of Recognition. **Note:** Students may request a Certificate of Completion for any non-Certificate Program class. Certificates of Completion are \$10 each and must be requested through PCC Extension. Replacement Certificates are available for \$10.

Supplies/Equipment

If a class requires the purchase of extensive supplies, or rental equipment, students must confirm class status *before making any purchase*. PCC Extension does not reimburse students for materials purchased/rented should a class be cancelled.

Instructors

Detailed instructor biographies are available online. Should an emergency present itself, classes may be taught by a qualified substitute, rescheduled, or cancelled.

Class Dates

Class dates are inclusive. Blackout days may apply. Refer to the website or your confirmation email for specifics.

Youth Classes

A link to our Release and Medical Consent form (Waiver form) will be included in your emailed confirmation letter. The form also may be found on our website, or by going to: pcclearn.org/ReleaseForm. **Complete and return form to the instructor at the first class.**

Insurance/Waivers

Insurance: PCC requires all participants carry medical/accident insurance, and does not provide this coverage.

Waivers: Due to the nature of some offerings, a liability waiver is required to participate. When required, waivers must be completed and filed with the PCC Extension office before a participant may attend class.

Travel

Travel Operator: Collette

U.S. and International Excursions

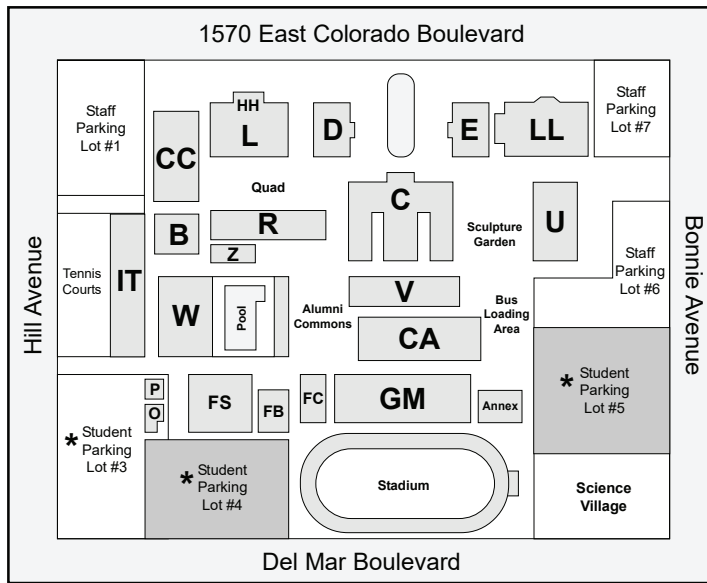
For detailed information about policies and procedures, please go to our website at: pcclearn.org/collette.

Travel Operator: Good Times Travel

Day Trips and Overnight U.S. Tours

For detailed information about policies and procedures, please go to our website at: pcclearn.org/goodtimes.

Pasadena City College Campus Map



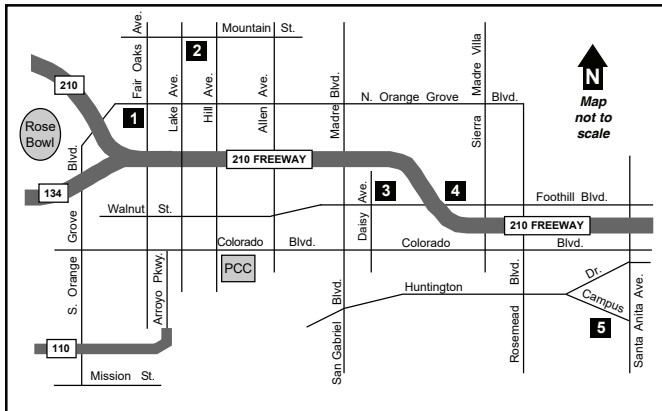
- B** Bookstore
Student Business Services
Campus Police
- C** Information - C218
Sexson Auditorium
- D** Health Center
Learning Assistance Center
- E** Physical Sciences
- L** Admissions & Records
Career Center
Counseling Services
Financial Aid
Registration
- R** Catherine J. Robbins Building
- U** Armen Sarafian Building
- V** Howard E. Marvin Building
- W** Gymnasium
- CA** Center for the Arts
- CC** Campus Center
- GM** Hutto-Patterson Gymnasium
Dance/Exercise Classrooms
- HH** Harbeson Hall
- IT** Industrial Technology Building/
Freeman Center
- LL** Shatford Library

* Campus Parking:

Daily permits may be purchased from the dispensers located throughout the student parking lots. **Permits cost \$2.00**, and are good for the entire day. **Note:** The PCC Flea Market is held on the first Sunday of every month. On those days, student parking is only available in Lots 3 and 4. Parking is extremely limited. It is strongly recommended students arrive early to allow time to locate parking.

Off-Campus Class Locations

Pasadena Area Locations



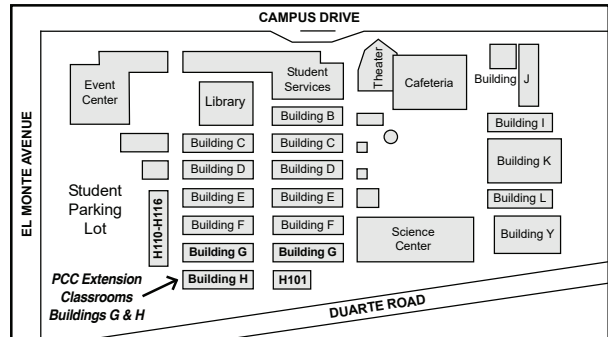
1
Pasadena Bridge Club
649 N. Fair Oaks Ave., #201

2
Lineage Performing Arts Center
920 E. Mountain St.

3
Awareness Center
2801 E. Foothill Blvd.

4
Community Education Center
3035 E. Foothill Blvd.

Arcadia High School



5
Arcadia High School
180 Campus Dr., Arcadia
(see campus map above)

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pcclearn.org

Colorado Campus

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Pasadena, CA 91106-2003

Foothill Campus

3035 East Foothill Boulevard
Pasadena, CA 91107-3106

Main Number: (626) 585-7608

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Website: pcclearn.org

Email: info@pcclearn.org

Facebook: facebook.com/pccextension

Twitter: twitter.com/ExtensionatPCC

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9:00 a.m. to 4:00 p.m.

Monday through Friday

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Robert Torres, Scheduling Technician

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Learning
Is For
LIFE

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PCC Extension is seeking community instructors to teach IN-PERSON classes in:

- Grant Writing
- Pattern Making
- Ukulele
- Meditation



- Japanese
- Italian
- Russian
- German



- Bird, Bee, & Butterfly Gardens
- Trusts - To Protect you and your Family
- Drought Tolerant Landscaping
- Chakras - How They Work



LEARN MORE!

Visit pcclearn.org and click on *Teach a Class* in the menu bar.

PASADENA CITY COLLEGE
PCC Extension
1570 East Colorado Boulevard
Pasadena, CA 91106-2003

pcclearn.org
info@pcclearn.org

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pcclearn.org/global

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or email info@pcclearn.org

