



Spring 2024
SEE WHAT'S BUZZIN'



COOKIE DECORATING, P. 20



ALC
ADULT LEARNING CENTER

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p. 4 Student Information & Office Hours

p. 5 Medical Career Training

p. 5 Licensed Practical Nursing

p. 6 Online Medical Career Training Classes through Health Ed Today

p. 7 Medical Career Training Prerequisites; Pharmacy Technician; Sterile Processing Technician

p. 8 Medical Billing & Coding; Medical Administrative Assistant; EKG Technician; Clinical Medical Assistant

p. 9 CPR; First Aid; Bloodborne Pathogens; Phlebotomy Tech; Certified Nurse Aide

p. 10 Foundations Transition Program

p. 11 Career Training

p. 11 Personal Trainer & Health Coach Certifications

p. 12 Online Fitness Certifications through WITS

p. 14 Business

p. 14 Marketing & Job Skills: Etsy; Public Relations; Personal Branding; Public Speaking; Content Creation

p. 15 Social Media; Publishing; 1-on-1 Résumé; Tax Basics; Become a Qualified Teacher

p. 16 Computer

p. 16 Animated GIF; Zoom; iPad; iPhone; Social Media for Beginners; Cybersecurity

p. 17 Computer Basics; Files & Folders; MS Office Overview; Windows 11; MS OneNote; Outlook; Publisher

p. 18 MS PowerPoint; Access; Word; Excel

p. 19 1-on-1 Computer Classes: Office Overview; Basics, Excel; Access; Word; Publisher; PowerPoint

p. 20 Cooking

p. 20 Cookie Decorating: Spring Bee; Cookout; Wildflower Bouquet; Baklava; Charcuterie

p. 21 Free Seminars

p. 21 Lifestyle Habits for a Healthier Life; Better Bones; Successful Retirement; Suicide Prevention

p. 22 DIY, Hobbies & Crafts

p. 22 Beginning SLR Photography 1 & 2; Preserve, Organize & Save Photos; Photo Organizational

p. 23 Genealogy—Beginning & Intermediate; Candle Making; Soap Making

p. 24 Beginners Crochet; Cricut for Beginners

p. 25 DIY, Hobbies & Crafts (continued)

p. 25 1-on-1 Sewing Beginner & Projects; Rag Wreath Making

p. 26 Fun Funky Mixed Media Art—Seashell Resin; Mermaid; Crab

p. 27 Self-Care/Health, Wellness & Safety

p. 27 Budget Beauty; Beginner Eye Makeup; Be Happy Every Day; Declutter Your Life

p. 28 Exploring the Land at Wild Woods Farm: Heart Health; Teas, Tinctures & Vinegars; Spring Tonics; Green Cuisine

p. 29 Languages

p. 29 American Sign 1 & 2; Italian 1 & 2

p. 30 English Conversation 1 & 2; Tagalog; Japanese 1 & 2; 1-on-1 Japanese

p. 31 Haitian Creole 1 & 2; 1-on-1 Spanish; Spanish 1 & 2

p. 32 Music & the Arts

p. 32 Acting: Guitar; Dance

p. 33 ed2go Online Industry, Cybersecurity, Career, and Short Courses**p. 34 English Language Acquisition Program****p. 35 G E D® Credential/Adult Basic Education****p. 36 Index****p. 39 Community Education Registration Form****Makeup
Classes
Page 27**

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formerly
Twitter: @
ALC_VB



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**Genealogy Page 23****IMPORTANT!**

Avoid the disappointment of a canceled class—register early at alc.vbschools.com. Please see refund policy on page 4.

ALC Office Hours

8:00 AM-3:30 PM, Monday through Friday
 6:00 PM-8:00 PM, Monday through Thursday
 Limited evening hours and closed on Fridays during
 July and August. Please call before visiting.

Location

5100 Cleveland Street
 Virginia Beach, VA 23462

Phone

757-648-6050

Information for All Students

The ALC does not conduct business transactions, including registration, over the phone.

Accepted forms of payment are Discover, Mastercard, Visa, cash (no bills over \$50), and money order.

ALC courses and programs are open to adults 18 and older who are not enrolled in public or private high school.

Classes will not be held on these dates: January 15, February 19, March 29 - April 5, May 27, and June 19.

School closings and delays for Virginia Beach City Public Schools including ALC classes will be announced on radio, TV, and online at vbschools.com or you can call 757-263-1000.

Information for Community Education Students Only

Financial aid may be available through Virginia Career Works Norfolk Center for selected programs. Look for **Approved by Hampton Roads Workforce Council (HRWC)** Call 757-461-7537 or visit <http://www.vcwhamptonroads.org/virginia-career-works-hampton-roads-2/> for eligibility information. HRWC funding may be subject to change.

Senior discount on select courses are for people aged 60 plus. To qualify for the discount include your birth date on your registration form.

Students residing outside of Virginia Beach will be charged a \$12.00 non-resident fee per course.

Course prerequisites are listed for some Community Education courses. Courses without a prerequisite listed have no special requirement.

Course registration confirmation may contain additional information about your course and is mailed to you.

Waiting lists are created when a class fills. If we receive your registration after class fills, we will contact you to offer other dates or a place on the waiting list.

Course completion certificate is available upon request for pick up at the ALC or delivery by email. Allow two weeks for processing.

Refund Policies

Course cancellation occurs when there is insufficient enrollment to hold the course. You will be notified by phone or email and offered another section or issued a full refund. Be sure to include your email address and a local phone number on your registration form.

Withdrawals and transfers initiated by the student will be assessed a \$15 processing fee. Withdrawals must be submitted in writing five days before the class start date to be eligible for refund. Allow two weeks for processing. No refunds are issued once class has started or if you fail to attend class.

Register for Community Education Courses—Four Easy Ways!

1. Online with a credit card at alc.vbschools.com
2. Visit the ALC office during the office hours listed above with cash, check, Discover, MasterCard or Visa. Please call 757-648-6050 before visiting.
3. Mail registration and check or credit card information with 3-digit security code to ALC, Attention: Registrar.
4. Fax registration and credit card information with 3-digit security code to the ALC at 757-648-6078.

iPad Class Page 16



LICENSED PRACTICAL NURSING (LPN) Adult Estimated Cost: \$7,000.00**Compare us to others!**

VB School of Practical Nursing program was selected as #1 LPN in Virginia by: [NursingSchoolsAlmanac.com](https://www.nursingschoolsalmanac.com), [NursingProcess.org](https://www.nursingprocess.org), and [PracticalNursing.org](https://www.practicalnursing.org).

We think you will agree, a high-quality education from the Virginia Beach School of Practical Nursing program which boasts a 100% pass rate for the past 12 years (2011-2023), is one of the most affordable LPN programs in Hampton Roads!

You will learn in state of the art labs and on-site clinicals for real hands-on clinical experiences.

Successful graduates of the Practical Nursing program receive a certificate of completion in practical nursing and are eligible to apply to the Virginia Board of Nursing in order to take the National Council Licensure Examination for Practical Nurses.



This is an 18-month program; open to high school seniors and adults. Day classes are held at the Virginia Beach Career and Technical Education Center, 2925 North Landing Road, Virginia Beach, VA.

Adult Application Process for Fall Class of September 2024:

- Step 1: Applications begin January 8, 2024: Pick up a nursing program catalog and application at the Virginia Beach School of Practical Nursing, the Adult Learning Center, or online at <https://techcenter.vbschools.com/school/programs-of-study1/licensed-practical-nursing>
- Step 2: The application deadline is May 6, 2024 by 3:00 PM. Submit application and required documentation to the Virginia Beach School of Practical Nursing, 2925 North Landing Road, Virginia Beach, VA 23456.
- Step 3: Take the ATI TEAS test either remotely or at a testing center. Cost varies and is the applicant's responsibility.

Please Note: High school students, call 757-648-5889 for application information.

QUESTIONS ABOUT THE LPN PROGRAM? CALL 757-648-5889

VBSPN is approved by Virginia Board of Nursing through 2031. Contact Virginia Board of Nursing, Perimeter Center, 9960 Mayland Drive, Suite 300, Henrico, Virginia 23233-1463. Phone number: (804) 367-4515 or via <https://www.dhp.virginia.gov/Boards/Nursing/>

VBSPN is certified to operate from the State Council of Higher Education for Virginia (SCHEV) to offer LPN certification in the Commonwealth of Virginia, through the Virginia Beach City Public School System through April 2031. Contact: State Council of Higher Education (SCHEV) for Virginia, 101 N. 14th St., 10th Floor, James Monroe Building, Richmond, VA 23219. Phone number: (804) 225-2600 or via <https://www.schev.edu/>

VBSPN is accredited by Accreditation Commission for Education in Nursing through fall 2029. Contact: Accreditation Commission for Education in Nursing, 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326. Phone number: (404) 975-5000 or via <https://www.acenursing.org/>

If student meets eligibility requirements, financial aid will accept Pell Grants, VA and MyCAA. VBSPN does not offer student education loans. Information regarding fees, entrance requirements, school policies and regulations is subject to change as need dictates.

ONLINE HEALTHCARE COURSES THROUGH HEALTH ED TODAY!

These online courses are highly interactive and provide students with an enriched learning experience. Each course includes 24-hour-a-day instructor support, course mentors, engaging labs, student exercises, videos, all textbooks, workbooks and student materials. Clinical externship opportunities and national or state certification are available for select programs. Students will find all the resources they need to succeed, including career building exercises, résumé writing tips, career mentors, interview techniques, and other skills training on a secure student website.

Clinical Medical Assistant—Tuition \$2,599

Dental Assisting—Tuition \$1,399

Dialysis Technician—Tuition \$1,399

EKG Technician—Tuition \$1,299

Electronic Health Records Mgmt—Tuition \$1,299

Medical Administrative Assistant—Tuition \$1,199

Medical Billing & Coding—Tuition \$1,899

Medical Coding ICD-10—Tuition \$1,599

Medical Terminology—Tuition \$699

Patient Care Technician—Tuition \$1,799

Pharmacy Technician—Tuition \$1,399

Phlebotomy Technician—Tuition \$1,799

Sterile Processing & Surgical Technician—Tuition \$1,999

Veterinary Assistant—Tuition \$1,899

QUESTIONS ABOUT HEALTH ED TODAY? CALL TOLL FREE 1-888-963-5967

To try a course demo and learn more about these exciting programs visit:

<http://www.healthEdtoday.com/AdultLearning>

Health Ed Today courses were developed through a partnership with leading education organizations including Pearson Education, E-College and Condensed Curriculum International.

Join our team! Teach at the ALC!

Share your passion and expertise. We are always in search of talented instructors with varied backgrounds and experiences to design new courses that are timely, beneficial, and fun.

Browse our catalog and see where you fit into our family as an ALC Community Education instructor.

Inspire someone to begin a new career, a new hobby or learn a new language.

Please call 757-648-6063 for more information.

Offering quality education to Hampton Roads for over 50 years.



Don't miss out on new classes and ALC news. Follow us and stay connected!



Follow us on X - formerly
Twitter: @ALC_VB



Follow us on Facebook:
@ALCVBSchools



Follow us on Instagram:
@alc_vbcps

Learn About Our Exciting Healthcare Programs!

Affordable Classes Externships Day/Evening Sessions Online Programs

Medical Career Information Session at ALC

Thursday, February 8, 2024, 6:00 PM to 7:00 PM, 5100 Cleveland Street, Virginia Beach

Register for the Medical Information Session by calling 757-648-6050

Prerequisites—for All Medical Career Training Programs

1. 18 years or older
2. Fluent in English: speaking, listening, reading, and writing
3. Possess a high school diploma or G E D[®] certificate, or a translated transcript and equivalency if you did not attend high school in the United States
4. No illegal drug use
5. No barrier crimes or felonies on background check
6. Proof of United States residency or citizenship (green card or American passport)
7. Good physical health including the ability to lift and carry up to 15 pounds, reach, and stand and walk for extended periods of time

Clinical Externships—Included in Some Programs

To be eligible for a clinical externship, students must successfully complete the program, submit to a thorough FBI background check, drug screening, immunizations and meet other requirements. Externships are arranged through the course instructor. **PLEASE NOTE:** The background check, drug screening fees, and immunizations are not included in your tuition cost and will vary depending on the testing location.

PHARMACY TECHNICIAN

\$1399 84 classroom hours + 80-hour externship

This comprehensive 84-hour program will prepare students to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's P.T.C.B. exam. Course content includes: pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions, and defining drugs by generic and brand names. Through classroom lecture and hands-on labs, students will review dosage calculations, drug classifications, the "top 200 drugs," I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parenteral nutrition (T.P.N.), dispensing of prescriptions, inventory control, and billing and reimbursement. **PLEASE NOTE:** To be eligible for the externship, students must successfully complete the 80-hour program, submit to a thorough F.B.I. background check, drug screening, immunizations, and meet other requirements.

Staff

24 classes @ 3.5 hours each at Adult Learning Center
3505 (01), Feb 26 to Apr 25, 9:00 AM-12:30 PM,
Monday, Tuesday & Thursday
3505 (02), Mar 4 to May 2, 6:00 PM-9:30 PM,
Monday, Tuesday & Thursday

STERILE PROCESSING TECHNICIAN

\$1995 84 classroom hours

Sterile Processing Technicians perform and participate in decontamination, cleaning, assembling, packing, scanning, sterilization, storage and distribution of reusable surgical instrumentation and equipment. These technicians play a critical role in preventing infection by sterilizing, cleaning, processing, assembling, storing, and distributing medical supplies. The central service department of a health care facility is the hub of all activity surrounding supplies and equipment needed for surgery and patient care. **PLEASE NOTE:** This program prepares qualified students to sit for the Certified Sterile Processing and Distribution Technician (CSPDT) exam from the Certification Board for Sterile Processing and Distribution (CBSPD).

Staff

24 classes @ 3.5 hours each at Adult Learning Center
3523 (01), Feb 27 to May 23, 6:00 PM-9:30 PM,
Tuesday & Thursday

The Adult Learning Center partners with the Hampton Roads Workforce Council.

Financial aid may be available through Virginia Career Works Norfolk Center for selected programs. Look for

Approved by Hampton Roads Workforce Council (HRWC). For eligibility info call 757-461-7537 or <http://www.vcwhamptonroads.org/virginia-career-works-hampton-roads-2/>

HRWC funding may be subject to change.



Funded by the Workforce Innovation and Opportunity Act through the Hampton Roads Workforce Council.

Need more Medical Career Training info?

Call 757-648-6050 extension 64608

MEDICAL BILLING & CODING

\$1899 84 classroom hours

This combined 84-hour billing and coding course offers the skills needed to solve insurance billing problems, how to manually file claims (using the CPT and ICD-10 manual), complete common insurance forms, trace delinquent claims, appeal denied claims, and use generic forms to streamline billing procedures. The course covers the following areas: CPT (Introduction, Guidelines, Evaluation, and Management), specialty fields (such as surgery, radiology, and laboratory), ICD-10 (Introduction and Guidelines), and basic claims processes for medical insurance and third party reimbursements. Students will learn how to find the service and codes using manuals (CPT, ICD-10, and HCPCS). **PLEASE NOTE: AFTER OBTAINING THE PRACTICAL WORK EXPERIENCE (6 MONTHS TO 2 YEARS)** students who complete this course could be qualified to sit for the American Academy of Professional Coders (AAPC) Certified Coding Associate (CCA) exam and/or other National Certification Exams.

Staff

24 classes @ 3.5 hours each at Adult Learning Center
3525 (01), Mar 11 to May 9, 6:00 PM-9:30 PM,
Monday, Tuesday & Thursday

MEDICAL ADMINISTRATIVE ASSISTANT

\$1199 50 classroom hours + 80 hour externship

Approved by Hampton Roads Workforce Council (HRWC)
HRWC funding may be subject to change

This 50-hour course prepares students to function effectively in many of the administrative and clerical positions in the health care industry. Medical Administrative Assistants, Medical Secretaries, and Medical Records Clerks are all positions in great demand. This program covers important background information on the medical assisting profession and interpersonal skills, medical ethics and law, medical terminology, basics of insurance billing and coding, telephone techniques, scheduling appointments, medical records management, and management of practice finances. This program is intended to provide students with a well-rounded introduction to medical administration so that a student can gain the necessary skills required to obtain a medical administrative assistant position in the health care field. **PLEASE NOTE:** This program meets the necessary requirements to take the National Healthcareer Association (N.H.A.) Certified Medical Administrative Assistant (CMAA) exam. To be eligible for the externship, students must successfully complete the 52-hour program, submit to a thorough FBI background check, drug screening, immunizations and meet other requirements.

Staff

15 classes @ 3.5 hours each at Adult Learning Center
3520 (01), Feb 26 to Apr 22, 6:00 PM-9:30 PM,
Monday & Thursday

EKG TECHNICIAN

\$1199 50 classroom hours

This comprehensive 50-hour EKG Technician Certification Program prepares students to function as EKG Technicians and to take the ASPT-Electrocardiograph (EKG) Technician exam and other National Certification Exams. This course will include important practice and background information on anatomy and physiology of the heart, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, electrocardiography, and stress testing. Additionally, students will practice with EKG equipment and perform hands-on labs including introduction to the function and proper use of the EKG machine, the normal anatomy of the chest wall for proper lead placement, 12-lead placement and other clinical practices. **PLEASE NOTE:** After the successful completion of this program, students will be prepared to sit for the Certified EKG Technician (CET) exam.

Staff

15 classes @ 3.5 hours each at Adult Learning Center
3517 (01), Apr 16 to Jun 4, 12:30 PM-4:00 PM,
Tuesday & Thursday

CLINICAL MEDICAL ASSISTANT

\$2599 140 classroom hours + 160 hour externship

Approved by Hampton Roads Workforce Council (HRWC)
HRWC funding may be subject to change

This program is intended for students who want to prepare for an exciting, challenging and rewarding career in healthcare. Students will train to assist physicians by performing functions related to the clinical responsibilities of a medical office. Instruction includes among other things preparing patients for examination and treatment, routine laboratory procedures, diagnostic testing, technical aspects of phlebotomy and the cardiac life cycle. Students will review important topics including phlebotomy, pharmacology, the proper administration of medications, taking and documenting vital signs, cardiology including proper lead placements, professional workplace behavior, ethics and the legal aspects of healthcare. This program includes 140 hours of classroom lecture and hands-on labs and a clinical externship opportunity at a local healthcare provider. **PLEASE NOTE:** Upon successful completion of this program students are eligible to sit for the National Healthcareer Association (N.H.A.) Certified Clinical Medical Assistant (CMAA) national examination. To be eligible for the clinical rotation, students must successfully complete the 140-hour program, submit to a thorough FBI background check, drug screening, and meet other requirements.

Staff

40 classes @ 3.5 hours each at Adult Learning Center
3536 (01), Feb 26 to Jun 4, 9:00 AM-12:30 PM,
Monday, Tuesday & Thursday
3536 (02), Mar 11 to Jun 18, 6:00 PM-9:30 PM,
Monday, Tuesday & Thursday

CPR (HEALTHCARE PROVIDER) \$114

This 2-year certification in Basic Life Support (BLS) for Healthcare Providers includes Adult, Child, and Infant CPR and AED. BLS certification is required for many professionals, including personal trainers, nurses, and emergency medical personnel. A.H.A. book included.

Staff

1 class @ 4 hours at Adult Learning Center

3537 (01), Mar 15, 12:30 PM-4:30 PM, Friday

3537 (02), May 17, 12:30 PM-4:30 PM, Friday

FIRST AID \$104

This First Aid 2-year certification course teaches critical skills needed to respond to and manage an emergency in the first few minutes until emergency medical services (EMS) arrive. Learn how to treat bleeding, sprains, broken bones, shock, and respond to other first aid emergencies. You will receive a completion card valid for two years. A.H.A. book included.

Staff

1 class @ 2.5 hours at Adult Learning Center

3538 (01), Mar 15, 9:00 AM-11:30 AM, Friday

3538 (02), May 17, 9:00 AM-11:30 AM, Friday

BLOODBORNE PATHOGENS CERTIFICATION \$55

This Bloodborne Pathogens 1-year certification is designed to meet Occupational Safety and Health Administration (OSHA) requirements for personnel in manufacturing, hospitality, health and fitness, childcare, security, and other industries where this training is required. A.H.A. book included.

Staff

1 class @ 1 hour at Adult Learning Center

3539 (01), Mar 15, 8:00 AM-9:00 AM, Friday

3539 (02), May 17, 8:00 AM-9:00 AM, Friday

MANDATORY PREREGISTRATION REQUIREMENTS FOR CERTIFIED NURSE AIDE & PHLEBOTOMY TECH

1. Before registering you must call Tidewater Medical Training at 757-320-1780, extension 1. Allow 15 minutes to complete the phone interview and to discuss any questions you may have.
2. You must have a Purified Protein Derivative (P.P.D.) test (Tuberculosis test) or screening completed within 6 months of class start date.

NEW! PHLEBOTOMY TECH TRAINING**\$1520****70 classroom hours (35 online, 35 classroom/lab)**

This course facilitates entry level training for Phlebotomy Technicians or those seeking the medical training necessary to pursue the knowledge and skills necessary to perform in a medical laboratory environment.

Through this training, students will gain the confidence and knowledge needed in the art of obtaining blood samples through repeated venipuncture, hands-on practice and instructor feed-back. Students are provided instruction on collecting, transporting, and processing of blood specimens, communication, medical terminology, safety and precautions for blood specimen collection, factors that may affect specimen collection, quality control, professional behaviorism, inflectional control and the legal aspects for the phlebotomy practice. **PREREQUISITE:** Please refer to mandatory preregistration requirements above. **PLEASE NOTE:** Students must wear a white uniform, white shoes, and a watch with a second hand.

Staff

14 classes @ 5 hours each,

3550 (01), Apr 9 to May 23, 9:00 AM-2:00 PM, Tuesday &

Thursday

ALL classes are held at Tidewater Medical Training,

1300 Diamond Springs Rd, Suite 102, Virginia Beach VA, 23455.

CERTIFIED NURSE AIDE**\$1235 95 classroom hours + 40-hour externship**

Approved by Hampton Roads Workforce Council (HRWC)
HRWC funding may be subject to change

This nursing fundamentals course prepares the student to assess and provide for the basic physical and emotional needs of clients in all areas of healthcare and prepares the student for the State Certification Examination to become a Certified Nursing Assistant. The clinical portion of the program is an opportunity for students to competently and safely transfer classroom theory into practice with instructor guidance and supervision. This course is required by the Virginia State Board of Nursing for Certified Nursing Assistants. **PREREQUISITE:** Please refer to mandatory preregistration requirements above. **PLEASE NOTE:** Students must wear a white uniform, white shoes, and a watch with a second hand. 40-hour clinical externship starts when classroom hours end.

Staff

21 classes @ 4.5 hours each,

3548 (01), Mar 31 to Apr 19, 7:00 AM-3:00 PM, Monday through Friday

3548 (02), Apr 26 to May 23, 7:00 AM-3:00 PM, Monday through Friday

ALL classes are held at Tidewater Medical Training,

1300 Diamond Springs Rd, Suite 102, Virginia Beach VA, 23455.



Adult Learning Center,
5100 Cleveland St.
Virginia Beach, VA 23462



Attention: Free Healthcare Training!

We are seeking out-of-school youth between the ages of 18 and 24 who would like a career in the healthcare field.

The Foundations Transition Program *pays for* the following training:

Clinical Medical Assistant (\$2599)

Patient Care Technician (\$3163)

Medical Administrative Assistant (\$1199)

Monitor Surveillance (\$3175)

Participants must:

- have high school diploma or G E D®
- achieve TABE score requirements
- pass background and drug tests
- provide proof of U.S. residency or right to work
- participate in a paid externship
- be fluent in English (reading, writing, & speaking)
- be in good physical health

Additionally, participants must have one of the following barriers:

- pregnant or a parent
- homeless
- runaway
- disability, foster care recipient
- low income (SNAP, TANF, SSI, or federal poverty guidelines)
- or live in a high poverty area



For more information, please contact Lisa Belcher at (757) 648-6066 or Lisa.Belcher@vbschools.com



The Foundations Transition Program is an Equal Opportunity employer/program. Auxiliary aids and services available upon request to individuals with disabilities. VA Relay 7 1 1.

The Foundations Transition Program is funded 100% through WIOA Title I funds via an award made to School Board of the City of Virginia Beach via HRWC via pass through entity VCCS.

Discover Personal Training, Mastering Practical Skills & Jobs!

Wednesday, January 17, 2024, 6:30 PM - 7:15 PM EDT

WITS is the Practical Skills Course YOU need to lead. Meet some of our amazing teachers, employers and alumni on **WHY WITS** is the course and certification for your new career. **Why a career in personal training? How do in-person practical skills set you apart in the job market?** Learn all the essential information to be successful in the fitness industry. The WITS program is Accredited through NCCA which is the #1 requirement of most employers. Bring all your questions and be ready to have a fun interactive exchange with employers and past graduates who now work in the field. **Register online at** <https://attendee.gotowebinar.com/register/5914668203817392222>. After registering, you will receive a confirmation email containing information about joining the webinar. Visit www.witseducation.com or call 757-428-4796 for more details.

Personal Trainer Certification Hybrid—NCAA Accredited

NATIONAL CERTIFICATION THROUGH WORLD INSTRUCTOR TRAINING SCHOOLS (WITS)

\$850 36 hours + 30-hour internship (Virtual LIVE lectures + in-person practical skills labs)

Get all the information needed to start an exciting fitness career as a Certified Personal Trainer! The certification course will teach you all of the essentials to be a successful fitness trainer.

The course includes the following:

- the **ONLY IN-PERSON** hands-on practical skill labs in the fitness industry. In the weekly **skill labs** in the gym, you will learn through role-playing and completing essential job tasks. You will be able to design and lead assessment testing of clients', stretching regimens, cardio warm ups/cool downs with a purpose, exercise analysis for implementing free weight, exercise tubing, machines, and body weight exercises for clients' needs and abilities.
- the virtual "LIVE" lectures on core knowledge are led by our 5-star veteran instructors at a set time each week. Topics will cover 15 hours on anatomy, exercise physiology, kinesiology, biomechanics, nutrition, and more.
- the class is NCCA Accredited program which employers in the field desire.
- optional 3 college credits towards a degree through the American Council on Education. Transcripts provided as needed from ACE.
- the program includes the national test voucher (\$450 value) to use at the end of the course.
- a 30-hour bonus employer internship (Level 2 Certification) helps walk you into jobs with local employers.

Required textbook (sold separately): *Fitness Professional's Handbook, 7th Edition*. Howley, Edward T. and Thompson, Dixie L. 2017 Publisher: Human Kinetics, Champaign, IL. The ebook costs \$74 and the hardcover costs \$99. Shipping is \$15.95. Textbook is not available for purchase at the ALC, student must purchase book on their own.

Please contact WITS for more details. www.witseducation.com

12 classes @ 3 hours each, WITS Staff

2330 (01), Feb 6 to Mar 23, 6:00 PM to 9:00 PM on Tuesdays & 12:00 PM-3:00 PM on Saturdays

Tuesday classes will be held VIRTUALLY (online). Saturday classes will be held at a location to be determined.

NEW! Health Coach Certification

\$525 12 classroom hours

For more information visit www.witseducation.com

Successful fitness professionals know that their clients' success depends on making significant lifestyle and behavioral changes. Mental health is a big issue to consider in all areas of our profession. It's not enough to create an exercise program; you must also develop a relationship with your client based on trust, understanding, and respect. You will develop the techniques and coaching skills to motivate and support your clients to achieve their fitness, sports, and lifestyle goals. This interactive online course includes 10 hours of instruction, learning activities, and a teacher/mentor to help you become a more effective coach for all levels of clients. Upon successful completion of the 2-hour test, you will be issued a certificate showing competency as a Health Coach. **PREREQUISITES:** Preferred experience or certification in the Personal Trainer field. Required textbook sold separately. Students must purchase required textbook prior to start of class. **PLEASE NOTE:** Call WITS at 757-428-4796 for any questions you may have.

WITS Staff

5 classes @ 2 hours each—VIRTUAL

2334 (01), Mar 26 to May 7, 6:30 PM-8:30 PM, Tuesday

SPECIAL PROMOTION: First 5 students who register for Personal Trainer Certification are eligible to enroll in the Health Coach Certification class at NO COST. **PLEASE NOTE:** Students MUST register for Personal Training to take advantage of FREE course. Call 757-428-4796 if you have questions.

Fitness grads—do you need to renew one or more of your certifications?**Try an ONLINE CEC workshop today.**Register for courses through this link: <https://www.witseducation.com/fit/store-shop/vbalc-course-registration/>**GROUP FITNESS CERTIFICATION COURSE HYBRID
(Virtual lectures + In-person practical skills labs)**

\$650 Written and practical test vouchers are included

2 Certification Levels—One Price

Level 1. Pass both Written & Practical Skills Exams

Level 2. Be a Level 1 CPT & Complete 30 Hour Internship

This 5-module hybrid certification is like no other in the fitness industry. The online virtual lectures are with a top teacher in the field to break down all of the key information to understand exercising and body reactions. Lectures will cover the essentials of group exercise history, music, choreography, safety techniques, as well as basic applied science specifically relating to group strength, cardiovascular, muscular, and flexibility. The in-person practical labs will help you to develop skills for leading any group in an exciting safe routine. The practical labs will expand into skill development for functional training, sports conditioning, circuit, boot camp, dance, step, kickboxing and equipment-based class techniques. A mind-body overview in Yoga & Pilates will cap it off so you can incorporate this knowledge into sections of your classes.

Summary: 15 hours of lecture – 3 hours virtually each week for 5 weeks

15 hours of practical skill labs – 3 hours each week for 5 weeks at a fitness center

1 Written exam – 2 hours

1 Practical skill exam – 30 minutes at a fitness center

Textbook: Yoke, M. and Armbruster, Y. 2019. *Methods of Group Exercise Instruction*. 4th Edition. Human Kinetics, Champaign, IL.

**MEDICAL FITNESS SPECIALIST FITNESS HYBRID
(Virtual Lectures + In-person Skill Labs)**

\$ 825 Written and practical test vouchers are included

This 30-hour certification is an advanced certification for fitness professionals and other types of health occupations. If you are ready to take the next step in your career and offer safe new services to a wide variety of clients, then this program will prepare you to succeed. You will learn in this challenging exercise course the core essentials of helping clients with specialized chronic illness. You will be able to practically apply the knowledge in programming safe and effective workouts. Nothing is more rewarding than working with the medical community to do great things for people with special medical issues. This MFS Level 1 Certification includes a written core exam and a practical case scenario exam to demonstrate operational safe and effective competency.

Summary: 15 hours of lecture – 3 hours virtually each week for 5 weeks

15 hours of practical skill labs – 3 hours each week for 5 weeks at a fitness center

1 Written exam – 2 hours

1 Practical skill exam – 30 minutes at a fitness center

Textbook: Moore, G., Durstine, J. Larry, Painter, P. 2016. *ACSM's Exercise Management for Persons with Chronic Diseases and Disabilities-4th Edition*, American College of Sports Medicine





SENIOR FITNESS SPECIALIST HYBRID (Virtual Lectures + In-person skill labs)

\$499 - Includes online exam for national certification

2 Certification Levels

Level 1. Written Exam & practical skills exam

Level 2. Be a Level 1 CPT & Complete the 20 Hour Internship

Get the training and education you need to serve the fastest growing fitness population in the US. This course includes 9 hours of virtual lectures and 9 hours of in-person practical skill training. As a bonus the course comes with online access to our Gold course and the test vouchers (\$250 value) at any of our college approved sites. Passing both exams will award you a Level 1 Senior Fitness Specialist Certification. This unique specialist certification provides you with the specific knowledge and practical skills you will need for working with older adult clientele. Learn what common ailments and physical conditions are germane to this special population and how to design age appropriate, fun and functional exercise programs.

Summary: 3 - 3 hour lectures each week

3 - 3 hour practical skill labs at a fitness center

1 Written exam, 90 minutes

1 Practical skill exam, 30 minutes

Textbook: Rose, D. (2019). *Physical Activity Instruction of Older Adults* (2nd ed.). Human Kinetics, Champaign, IL

For more information visit
www.witseeducation.com

FITNESS MANAGEMENT CERTIFICATION

\$375 - Includes online exam for national certification

This certification course prepares students to practice at the management level in the field of fitness. The course topics include history, membership sales and retention, business skills, managing staff, operational practices, facilities and equipment, budgeting and finance, and other important topics relevant to successful management of a large or small facility. Students who successfully complete the online classroom education and exam will receive their nationally recognized W.I.T.S. Fitness Management Certification.

Textbook: Tharrett, S. and Peterson, J. (2012). *Fitness Management* (3rd ed.). Human Kinetics, Champaign, IL



Marketing & Job Skills

ETSY 101: BUILDING A SUCCESSFUL ETSY SHOP \$78

If you are looking to share your talents and expand your sales, this is the class for you. Learn how to create and run a fully functional Etsy shop. This class will cover the necessary paperwork needed before opening your Etsy business, instructions on how to open a shop, an overview of the Etsy Seller Dashboard, creating listings and photos, increasing visibility using SEOs, and how to market successfully. Now is the time. Get ready to increase your sales.

Hazley

4 classes @ 2 hours each at Adult Learning Center
2245 (01), Apr 8 to Apr 29, 6:00 PM-8:00 PM, Monday

NEW! PROMOTE YOUR BUSINESS THROUGH PUBLIC RELATIONS \$79 Senior Price \$60

People talk about good versus bad PR all the time. But what really is public relations? It's all about good writing and relationships. In this five-class course, we'll explore the industry basics and what every professional needs to know to promote themselves. Students will learn how to write using the industry-accepted style and how to develop a basic press release, pitch, and media kit. If you're looking for self-promotion or own a business, this course is for you!

Gihan

5 classes @ 1.5 hours each at Adult Learning Center
2216 (01), Feb 13 to Mar 12, 6:30 PM-8:00 PM, Tuesday
2216 (02), Apr 9 to May 7, 6:30 PM-8:00 PM, Tuesday

Register online today!

alc.vbschools.com

Avoid the disappointment of a canceled class—register early.

Please see refund policy on page 4.

NEW! SHARPENING YOUR PERSONAL BRAND

\$61 Senior Price \$47

A cornerstone of anyone's career is "Personal Branding". This course aims to create a learning environment that will enable you to gain insight and the skills needed to fulfill life-long learning and personal development through "know-how" techniques to help create your own *IT FACTOR*. You will explore, educate, and elevate your personal brand/style for the workforce and beyond.

PREREQUISITES: Reading ability, basic computer, research, and presentation skills. **PLEASE NOTE:** Purchase of the following textbook is optional: *RIP the Résumé, Job Search and Interview Power Prep* by Torin Ellis, ISBN: 9780768941395. Textbook is available for purchase through Amazon and Barnes & Noble.

Wansley

3 classes @ 2 hours each at Adult Learning Center
2220 (01), Mar 13 to Mar 27, 6:00 PM-8:00 PM, Wednesday
2220 (02), May 15 to May 29, 6:00 PM-8:00 PM, Wednesday

NEW! THE ART OF PUBLIC SPEAKING

\$153 Senior Price \$116

Many people have a fear of public speaking and try to avoid it at all costs. This class will help you improve your public speaking ability and keep your nervousness at bay. Learn how to prepare and deliver a flawless speech by using practical skills, maintain your audience's attention, and speak comfortably using stories and acting techniques. This class will have you ready and excited for your next speech!

Rosini

8 classes @ 2 hours each at Adult Learning Center
2215 (01), Apr 9 to May 2, 6:00 PM-8:00 PM,
Tuesday & Thursday

NEW! BEGINNER CONTENT CREATION: FROM SHOOTING TO EDITING AND BEYOND!

\$46 Senior Price \$37

Master the art of smartphone content creation, video production, editing, SEO, and hashtags. Learn to create captivating content, shoot professional videos with your phone, edit like a pro, and boost online visibility. This class is ideal for content creators, entrepreneurs, social media enthusiasts, and aspiring influencers looking to maximize their smartphone's potential for content creation and digital marketing success. Leave this class with an understanding of how to edit videos using mobile apps, SEO and hashtag optimization, social media marketing and branding, and monetization and growth strategies. **PREREQUISITE:** All apps you choose to use (Facebook, Instagram, TikTok, etc.) need to be downloaded with established profiles. Moderate level of experience navigating and using apps as well as creating posts and hashtags. **REQUIREMENT:** Fully charged smartphone or tablet. ALC isn't responsible for damage, loss, or replacement of your personal equipment.

Lord

1 class @ 3 hours at Adult Learning Center
2201 (01), Feb 24, 9:00AM to 12:00 PM, Saturday
2201 (02), May 4, 9:00AM to 12:00 PM, Saturday

NEW! STRATEGIC SOCIAL MEDIA FOR SMALL BUSINESS SUCCESS

\$76 Senior Price \$59

In this masterclass, we're not just simplifying social media; we're equipping you with indispensable knowledge, strategies, and skills to transform your small business into a digital sensation. Designed to help your small business revolutionize your online presence by learning to unlock the power of hashtags to boost their visibility and engagement; understanding the significance of SEO and why it's a necessity for growth and success; crafting an optimal posting schedule that will maximize your online impact while minimizing effort; and finding your niche to ensure your business stands out. Enroll today and embark on the journey to unlocking boundless success for your business! **PREREQUISITE:** Basic to moderate level of experience using apps and making posts. **THIS IS NOT A BEGINNER LEVEL SOCIAL MEDIA CLASS. REQUIREMENT:** Fully charged smartphone or tablet. Apps must be downloaded, and profiles created for all apps you choose to use (FB, IG and TikTok), minus your bio and photo.

Lord

2 classes @ 3 hours each at Adult Learning Center

2211 (01), Mar 9 to Mar 23, 9:00AM-12:00PM Saturday

NEW! GET IT PUBLISHED: SELF PUBLISHING

\$155

Start a personal journey from writer to published author. Build the skills and experience you need to publish your work of fiction or nonfiction in days or weeks. Learn about the latest tools and methods for self-publishing e-books, paperbacks, and hardback books through lecture, coaching, hands-on exercises, online research, and peer interaction. Come prepared to talk about your idea or work on an existing idea or manuscript and prepare it for publication using the Amazon publishing system. This class will also cover audiobooks, advertising, & publishing as a business. Course book included.

McCandless

6 classes @ 2 hours each at Adult Learning Center

2209 (01), Mar 4 to Apr 15, 6:00 PM-8:00 PM, Monday

1-ON-1 RÉSUMÉ & JOB SEARCH

\$144

Virtual 1-on-1 consultation for the job market and realistic goal setting as it relates to your résumé or job search goals. Gain an honest evaluation and assessment of your résumés, hopes, talents, experiences, likes and dislikes. Hear the latest expectations, techniques, and tips when job hunting and interviewing. With help from a professional career coach and résumé writer, you will learn the tools needed to develop a powerful résumé to meet your career goals. A virtual video session requires student to have access to Zoom or Skype.

Harrison

1 class @ 3 hours—VIRTUAL

2219 The instructor will contact you to arrange a meeting time.

Please see 1-on-1 class policy on page 37.**INCOME TAX BASICS**

\$42 Senior Price \$34

Key concepts in Income Tax Code, both federal and state, will be covered. Students will be able to better understand their 1040 form and learn tax planning strategies that will help save money.

Moorjani

2 classes @ 2 hours each at Adult Learning Center

2233 (01), Mar 12 to Mar 13, 6:00 PM-8:00 PM,

Tuesday & Wednesday

NEW! BECOMING A HIGHLY QUALIFIED TEACHER

\$37 Senior Price \$29

Being a teacher is a rewarding and impactful career! You have an opportunity to influence the youth and help them become productive citizens. Whether you are embarking on a new career or just have a desire to enhance your skill-set, this course will provide a layout of tips and strategies that will assist you in becoming a highly qualified teacher. (Non-certification class.)

Tyler

1 class @ 2.5 hours at Adult Learning Center

2240 (01), Mar 19, 6:00 PM-8:30 PM, Tuesday

2240 (02), Apr 10, 6:00 PM-8:30 PM, Wednesday



ANIMATED GIF CREATIVE FUN

\$42 Senior Price \$34

Ever wondered how those cute little animated cliparts are made? Join us for a basic class on how to create them. Animated gifs can be used in presentations, emails, Facebook and on web pages. We will use several free online programs and PowerPoint to create the gifs. Class is designed to be light and fun, not intense. Come have fun! **PREREQUISITE:** Basic computer skills.

Schmidt

1 class @ 3 hours at Adult Learning Center
2670 (01), May 8, 12:30 PM-3:30 PM, Wednesday

ZOOM FOR BEGINNERS

\$37 Senior Price \$29

Are you suddenly having to participate in Zoom meetings? Do you have any idea of how to even start Zoom? In this class for beginners, you will learn how to join Zoom meetings and set up meetings inviting others.

Schmidt

1 class @ 3 hours at Adult Learning Center
2662 (01), May 9, 12:30 PM-3:30 PM, Thursday

GETTING TO KNOW YOUR IPAD

\$37 Senior Price \$29

So you have purchased your iPad...now what? In this informative hands-on class, you will learn how to use your iPad for more than just playing games. Discover how to customize your iPad to suit your needs while reflecting your unique personality. This class is perfect for beginners. **PLEASE NOTE:** Bring your iPad. The ALC isn't responsible for any damage, loss or replacement of your personal device.

Burrus

1 class @ 2 hours at Adult Learning Center
2678 (01), Mar 19, 6:30 PM-8:30 PM, Tuesday
2678 (02), May 6, 6:30 PM-8:30 PM, Monday

IPHONE FOR BEGINNERS

\$37 Senior Price \$29

Get the most out of your new iPhone. In this course, you will learn how to put the "Smart" back in your Smartphone by learning some of the basic aspects of the Apple iPhone. This hands-on course will give you the confidence that you need to use your iPhone more effectively. **PLEASE NOTE:** Bring your iPhone. The ALC isn't responsible for any damage, loss or replacement of your personal device.

Burrus

1 class @ 2 hours at Adult Learning Center
2676 (01), Apr 15, 6:30 PM-8:30 PM, Monday
2676 (02), May 21, 6:30 PM-8:30 PM, Tuesday

IMPORTANT!

Avoid the disappointment of a canceled class—register early at alc.vbschools.com. Please see refund policy on page 4.

**NEW! SOCIAL MEDIA FOR BEGINNERS**

\$59 Senior Price \$46

Social media like Facebook, Instagram and other platforms have taken off rapidly and are becoming the norm for sharing information and memories with friends and families, as well as staying abreast of social trends, entertainment, and news. This beginner's class will teach you how to connect with family and friends, so that you don't miss out on those shared milestone posts. You will also learn to connect with groups that share your interests; crafting, travel, cooking, photography, etc. and find local events that may be of interest to you. **REQUIREMENT:** Fully charged smartphone or tablet will be needed. Bring usernames of family and friends to connect with during class. It is highly recommended that you download and create profiles for the Facebook and/or Instagram app(s) to your device prior to class. **PLEASE NOTE:** Bring your email username and password that you will use for your social media accounts. You will need to be able to access your email account.

Lord

2 classes @ 2 hours each at Adult Learning Center
2675 (01), Apr 13 to Apr 27, 10:00 AM-12:00 PM, Saturday

NEW! INTRODUCTION TO CYBERSECURITY

\$104 Senior Price \$81

This is an introductory course that takes you inside the world of cybersecurity. You will learn cybersecurity basics to protect your personal digital life and gain insights into the biggest security challenges companies, governments, and educational institutions face today. Cybersecurity professionals who can protect and defend an organization's network are in high demand.

PLEASE NOTE: This is an introduction course and not a certification course. **PREREQUISITE:** Advanced English-speaking skills.

Balanescu

5 classes @ 2 hours each at Adult Learning Center
2680 (01), Mar 5 to Mar 19, 6:00 PM-8:00 PM,
Tuesday & Thursday

GOOD TO KNOW!

Save your course confirmation letter to use for purchasing discounted software. More information will be available during class.

Basics

COMPUTER BASICS 101

\$193 Senior Price \$147

This course is a good starting point for learning computer basics, mouse skills and keyboard shortcuts. Get to know the hardware, learn common terminology, how to shop for a new computer, and how to buy software for an existing computer. Learn basic file management, how to create secure passwords that you will remember, and obtain an introduction to software applications.

Schmidt

6 classes @ 3.5 hours each at Adult Learning Center

2601 (01), Feb 1 to Feb 14, 8:30 AM-12:00 PM,

Tuesday, Wednesday & Thursday

2601 (02), Mar 13 to Mar 26, 12:30 PM-4:00 PM,

Tuesday, Wednesday & Thursday

2601 (03), Apr 9 to Apr 18, 5:30 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2601 (04), May 7 to May 16, 8:30 AM-12:00 PM,

Tuesday, Wednesday & Thursday

2601 (05), Jun 4 to Jun 13, 12:30 PM-4:00 PM,

Tuesday, Wednesday & Thursday

FILES, FOLDERS & LIBRARIES: UP & BEYOND BASICS

\$64 Senior Price \$51

This course is for students who need more in-depth file management skills or need a refresher from a previous class. Learn to create and use libraries and set the default programs to open files. **PREREQUISITE:** 2601 Computer Basics 101 or equal knowledge.

Schmidt

2 classes @ 3 hours each at Adult Learning Center

2660 (01), May 30 to Jun 4, 8:30 AM-11:30 AM,

Tuesday & Thursday

MS OFFICE 365/2019 OVERVIEW

\$143 Senior Price \$110

An overview of the Microsoft Office Suite 365/2019 (Word, Excel, Publisher, PowerPoint, Access, OneNote) will show you how to produce files in each program. Learn quick tips and tools that will help you understand the fundamentals of each program.

Schmidt

5 classes @ 3 hours each at Adult Learning Center

2621 (01), Feb 15 to Feb 27, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

2621 (02), Apr 9 to Apr 17, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2621 (03), Apr 23 to May 1, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2621 (04), May 21 to May 29, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

WINDOWS 11: TIPS & TRICKS

\$42 Senior Price \$34

If you have a computer with Windows 11, learn tips and tricks that can save you time and effort. Learn the Windows 11 shortcut keys, how to adjust text size to make reading easier, and other hidden tricks and features. **PREREQUISITE:** 2601 Computer Basics 101 or equal knowledge. **PLEASE NOTE:** You are welcome to bring your own computer. ALC isn't responsible for any damage, loss or replacement of your personal devices.

Schmidt

1 class @ 3 hours at Adult Learning Center

2667 (01), May 14, 12:30 PM-3:30 PM, Tuesday

MS OneNote, Outlook, Publisher & PowerPoint

MS ONENOTE 365/2019 BASICS

\$64 Senior Price \$51

This course will cover the basics of OneNote. Learn how to create notebooks with sections and pages. Create text containers, tables, drawings, and insert pictures, clips, and hyperlinks. **PREREQUISITE:** 2601 Computer Basics 101 or equal knowledge.

Schmidt

2 classes @ 3 hours each at Adult Learning Center

2634 (01), Mar 27 to Mar 28, 12:30 PM-3:30 PM,

Wednesday & Thursday

2634 (02), May 15 to May 16, 6:00 PM-9:00 PM,

Wednesday & Thursday

MS OUTLOOK 365/2019 BASICS

\$92 Senior Price \$72

This course will provide a basic overview of Outlook. Learn how to create, read, and reply to email. Learn how to add attachments, and contacts and appointments, including reminders. **PREREQUISITE:** 2601 Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 3 hours each at Adult Learning Center

2636 (01), Feb 1 to Feb 7, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2636 (02), Apr 23 to Apr 25, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

2636 (03), May 28 to May 30, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

MS PUBLISHER 365/2019 BASICS

\$92 Senior Price \$72

This course will cover the basics of Publisher. Learn how to create and format text frames and add graphics, lists, and tables. Use templates to create cards and calendars. **PREREQUISITE:** 2601 Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 3 hours each at Adult Learning Center

2638 (01), Feb 15 to Feb 21, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2638 (02), Apr 30 to May 2, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

MS POWERPOINT 365/2019 BASICS

\$92 Senior Price \$72

Learn the basics of MS PowerPoint 365/2019 by creating presentations using textboxes, images, shapes, charts and tables. Also learn how to modify themes, add animations, add transitions, change background, add sound, make a presentation from a set of pictures automatically, and add automatic timing for showing a presentation.

Schmidt

3 classes @ 3 hours each at Adult Learning Center
2640 (01), Feb 8 to Feb 14, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2640 (02), Mar 12 to Mar 14, 8:30 AM-11:30 AM

Tuesday, Wednesday & Thursday

2640 (03), May 1 to May 7, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

MS Access, Word, & Excel

MS ACCESS 365/2019 SIMPLIFIED

\$170 Senior Price \$131

Access isn't rocket science—it's a database. This is the most simplified Access 365/2019 course you can find. You will learn to design and create a basic database using tables, queries, forms, and reports.

PREREQUISITE: 2601 Computer Basics 101 or equal knowledge.

Schmidt

6 classes @ 3 hours each at Adult Learning Center

2656 (01), Feb 28 to Mar 12, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2656 (02), Mar 19 to Mar 28, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

2656 (03), Jun 4 to Jun 13, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

MS WORD 365/2019 SIMPLIFIED

\$170 Senior Price \$131

Learn essential word processing fundamentals, shortcuts, tips, ribbons, tool bars, formatting, paragraph and page tools, templates and merging.

Schmidt

6 classes @ 3 hours each at Adult Learning Center

2644 (01), Feb 14 to Feb 27, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2644 (02), Apr 9 to Apr 18, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

2644 (03), May 21 to May 30, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

MS EXCEL 365/2019 SIMPLIFIED

\$143 Senior Price \$110

This outstanding course will help you quickly learn essential spreadsheet design and development skills. Major topics covered are: basic structure, formatting and custom formatting, absolute/relative addressing, basic formulas, sorting/searching, ranges, charts, graphics, pivot tables, filters, and more! Plenty of shortcuts and practical applications are included.

PREREQUISITE: 2601 Computer Basics 101 or some experience with Microsoft Office applications.

Schmidt

5 classes @ 3 hours each at Adult Learning Center

2650 (01), Feb 1 to Feb 13, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2650 (02), Feb 28 to Mar 7, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

2650 (03), Mar 20 to Mar 28, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2650 (04), Apr 18 to Apr 30, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2650 (05), May 2 to May 14, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2650 (06), May 15 to May 23, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2650 (07), Jun 5 to Jun 13, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday



1-on-1 Classes Just For You!

1-on-1 classes are available throughout the semester. Register by mail or in person at the Adult Learning Center. The instructor will contact you to arrange a meeting time. Once you have scheduled course times with the instructor, the ALC requires 24 hours' notice to cancel a course meeting time. If notice is not given, you will forfeit that meeting time and it will not be rescheduled. All classes must be completed within one month of scheduled first class and/or before the semester ends. Written documentation is required for an extension to be granted due to unforeseen circumstances. **PLEASE NOTE: Save and bring your course confirmation letter to the first class to receive instructions on purchasing discounted software.**

NEW! 1-ON-1 MS OFFICE OVERVIEW

\$256

A 1-on-1 class that offers learning of Word, Excel, PowerPoint, Publisher, OneNote, and Outlook customized to your needs. Choose which Microsoft product you wish to learn. All levels are welcome. No previous knowledge is needed, although knowing how to use the mouse is helpful.

Schmidt

2 classes @ 3 hours each at Adult Learning Center

2693 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 37.

1-ON-1 COMPUTER BASICS

\$256

Need tutoring or help with a subject not covered in our catalog? Have specific questions that are not appropriate for a classroom setting? Maybe a 1-on-1 class is best for you.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2687 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 37.

1-ON-1 MS EXCEL 365/2019

\$256

A 1-on-1 class is a great way to learn how to design and develop an Excel spreadsheet. Major topics covered are: basic structure, formatting, absolute/relative addressing, basic formulas, sorting/searching, ranges, charts, graphics, pivot tables, filters and more. **PREREQUISITE:** Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2688 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 37.

1-ON-1 MS ACCESS 365/2019

\$256

A 1-on-1 Access class customized to your needs! Learn how to plan a database from scratch. Design the structure, query the database, and create forms and reports. Perfect class for those running a small business or who are required to make simple business decisions. **PREREQUISITE:** Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2689 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 37.

1-ON-1 MS WORD 365/2019

\$256

In today's business environment, it is critically important that employees are knowledgeable in creating business-related documents and sharing them with others. Learn the essentials of creating a business letter, formatting a document, addressing an envelope, establishing properties in a document, tracking changes, authorship, and emailing a document. **PREREQUISITE:** Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2690 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 37.

1-ON-1 MS PUBLISHER 365/2019

\$256

What could be more fun than learning how to make cards and calendars using your computer? Learn the basics of Publisher - how to create and format text frames, and add graphics, lists, and tables. Use templates to create cards and calendars.

PREREQUISITE: Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2691 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 37.

1-ON-1 MS POWERPOINT 365/2019

\$256

Learn how to train, persuade, and inform your audience via PowerPoint, the gold standard in presentation packages. Specifically, learn how to create a presentation with themes, graphics, tables, and photos included. Learn how to add media and special effects. **PREREQUISITE:** Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2692 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 37.

IMPORTANT!

Please see refund policy on page 4.

Avoid the disappointment of a canceled class—register early alc.vbschools.com.

Cookie Decorating

Do you love sugar cookies and want to learn how to decorate with royal icing? Come and unleash your inner Picasso, and join Sarah Schaefer, owner of *Sarah Bakes Custom Cookies*, to learn how to level up your cookie decorating skills.

NEW! WHAT'S THE BUZZ? SPRING BEE COOKIE DECORATING

\$45

Have you heard the BUZZ about decorated cookies? We would BEE so happy if you joined Sarah to learn how to create bumble bee theme spring cookies. You will learn techniques that can be used at home to recreate edible works of art for events of any kind! **PLEASE NOTE:** Students will prepare and take home their creations. Tuition includes supplies.

Schaefer

1 class @ 2 hours at
Adult Learning
Center

2752 (01), Apr 18,
6:00 PM-8:00 PM, Thursday



NEW! YOU'RE INVITED TO THE COOKOUT! COOKIE DECORATING

\$45

Leave the potato salad and let these cook-out themed cookies be the center of attention. Sarah will teach you how to decorate sugar cookies that are such a fun and eye-catching dessert to bring to any event! You will learn many techniques that can be used to decorate and package these desserts! You'll surely be invited to the next cook-out. **PLEASE NOTE:** Students will prepare and take home their creations. Tuition includes supplies.

Schaefer

1 class @ 2 hours at Adult Learning Center

2754 (01), Jun 4, 6:00 PM-8:00 PM, Tuesday



NEW! SAY IT WITH FLOWERS: WILDFLOWER COOKIE BOUQUET See photo on page 2.

\$50

Do you love flowers and cookies? Join Sarah to learn all you need to know about royal icing, how to decorate assorted beautiful long-stemmed flowers and package them as a bouquet. These make great Easter and Mother's Day gifts. **PLEASE NOTE:** Students will prepare and take home their creations. Tuition includes supplies.

Schaefer

1 class @ 2 hours at Adult Learning Center

2750 (01), Feb 24, 10:00 AM-12:00 PM, Saturday

2750 (02), May 1, 6:00 PM-8:00 PM, Wednesday

In the Kitchen

BAKLAVA MADE EASY See photo on page 38.

\$65

Baklava is a delicious dessert served in many Middle Eastern countries during special occasions and holidays. This delicate dessert traditionally requires a lot of labor to develop those crisp layers that add character to this dish. Learn to make this dish in a few easy steps, eliminating hours of prep work. Students will prepare a small dish to take home. Supplies provided.

Shtrepi

1 class @ 3 hours at Adult Learning Center

2749 (01), Jun 6, 6:00 PM-9:00 PM, Thursday



AMAZING GRAZE: CHARCUTERIE BOARD

\$67

Join us as we learn to build the perfect Charcuterie Board. Students will learn to assemble a beautiful grazing board and how to pair cheeses, meats and other goodies to make the most eye-catching board for guests. These amazing boards are great for special occasions and to personalize for gift giving. Register with a friend and come enjoy this fun-filled class. **PLEASE NOTE:** Price includes all supplies for a board that serves two.

Staff

1 class @ 2 hours at Adult Learning Center

2740 (01), May 2, 6:00 PM-8:00 PM, Thursday

Registration for 2740 (01) closes 4/18/24. Student-initiated refunds will not be permitted after this date.

Free Seminars

Take advantage of our free seminars! Learn how to have a healthier lifestyle, plan for your retirement, build better bones or recognize a person at risk for suicide.

Register for this seminar by calling 757-648-6050. You will not be able to register through the ALC website or by mail. **PLEASE NOTE:** A confirmation email will not be sent; however, you will be notified of any schedule changes.

LIFESTYLE HABITS FOR A LONGER, HEALTHIER LIFE

Health advocate, Nick Tompanis, will discuss improving your health through natural dietary and lifestyle habits. Nick provides a holistic approach to managing your weight without dieting and explores strategies to significantly decrease the odds of developing various diseases. Learn which foods can be eaten in abundance to manage your weight and which foods are best eliminated or at least minimized.

Tompanis

2-hour seminar at Adult Learning Center,
May 4, 11:00 AM-1:00 PM, Saturday

To register and obtain parking pass email:
betterbonesinhamptonroads@gmail.com. You will not be able to register through the ALC.

NEW! LUNCH & LEARN: BETTER BONES IN HAMPTON ROADS

Learn the latest information on improving bone health and osteoporosis prevention and treatment. This class will allow you to meet, encourage and support others, listen to professional presentations, and further discuss the featured bone health topic. **PLEASE NOTE:** Class meets the first Thursday of each month. Come to one class or all of them! Bring a bag lunch and join us for lunch.

5 classes @ 1.5 hours @ The Summer House Apartments Club Room, 332 Laskin Road, VA Beach 23451

Each class is a stand-alone class and meets from 12:00 PM-1:30 PM.

Feb 1: Food Choices and Considerations

Mar 7: Exercise, Strength Training and Physical Therapy

Apr 4: Balance and Fall Preventions

May 2: May is Bone Health Month

Jun 6: DXA and Medications

Register for these seminars online at alc.vbschools.com, by email or mail.

13 STRATEGIES FOR A SUCCESSFUL RETIREMENT

Are you worried about your financial ability to retire or that you might outlive your retirement assets? Let this two-part workshop answer all your questions. The workshop will cover Social Security rules and strategies, how to access your retirement accounts, calculating your Required Minimum distributions (RMD), reducing investment risks in your portfolio, "Stretch" IRA and Roth IRA tax delay strategies, Will and Trust planning, and what to spend 1st, 2nd, and 3rd in retirement. Start planning your retirement now!

Hannahs

2 classes @ 2.5 hours each at Adult Learning Center,
2244 (01), Apr 10 to Apr 17, 6:00 PM-8:30 PM, Wednesday

TALK SAVES LIVES: AN INTRO TO SUICIDE PREVENTION

Talk Saves Lives: An Introduction to Suicide Prevention is a community-based presentation that covers the general scope of suicide, the research on prevention, and what people can do to fight suicide. Learn common risk factors and warning signs associated with suicide, and how to keep yourself and others safe.

Orius

1-hour seminar at Adult Learning Center,
3101 (01), Mar 14, 6:00 PM-7:00 PM, Thursday
3101 (02), June 6, 6:00 PM-7:00 PM, Thursday



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Creatively Use Your Photos

PRESERVE, ORGANIZE & SAVE YOUR OLD PHOTOS & MEDIA!

\$37 Senior Price \$29

Imagine all your photos organized and all in one place, stored permanently and safely, where you're able to find any photo in seconds. If you think of all of your photos and memories and think "where do I even begin?" then this is the perfect course for you. Learn to organize/preserve slides, home movies, other memorabilia and outdated media (videotapes, slides, film reels, etc.). This class will provide an overview of photo scanning, digitalization

options, digital photo hub organization, and how to choose the right cloud storage solutions for your needs. We will briefly explore different ways to celebrate and share memories with photo gifts, framing, photo books and slide shows.

Williams

1 class @ 2 hours at Adult Learning Center

3213 (01), Feb 10, 9:30 AM-11:30 AM, Saturday

3213 (02), Mar 25, 6:30 PM-8:30 PM, Monday

3213 (03), May 20, 6:30 PM-8:30 PM, Monday

PHOTO ORGANIZATION 101: IT'S TIME TO SAVE YOUR PHOTOS

\$42 Senior Price \$34

Are your photos here, there and everywhere? This photo organization course is a great follow up to the *Preserve, Organize & Save Your Old Photos & Media* class (a suggested, but not required prerequisite). Learn how to convert to the latest digital formats and how to save, curate, organize and share your photo and video memories. Explore ways to celebrate your loved ones with custom gifts. In this class, you will get a free photo storage account where you will upload, organize, tag and share photos with friends and family. You will quickly see how easily you can go from overwhelmed to overjoyed with your photos in less time than you think, in pockets of 5-15 minutes at a time. **PLEASE NOTE:** Bring your laptop, tablet and/or smart phone to class with you. ALC is not responsible for any damage, loss or replacement of your personal property. If you do not have a laptop, a limited number of laptops will be available during class.

Williams

2 classes @ 2 hours each at Adult Learning Center

3214 (01), Apr 18 to Apr 25, 6:30 PM-8:30 PM, Thursday

3214 (02), Jun 3 to Jun 10, 6:30 PM-8:30 PM, Monday

Beginning Photography

BEGINNING SLR PHOTOGRAPHY PART 1: HOW TO USE YOUR CAMERA

\$104 Senior Price \$81

Do you ever wonder why some pictures are blurry? Some are too light, while others are too dark? Why all the knobs and dials confuse you? This could be the class for you. You will learn not only how to hold your camera, but how to create amazing images you will be proud to hang on your walls and give as gifts. **PLEASE NOTE:** Bring camera, operation manual, pen and paper to class. ALC is not responsible for any damage, loss or replacement of your personal property.

Darracott

5 classes @ 2 hours each at Adult Learning Center

3210 (01), Apr 9 to May 7, 6:00 PM-8:00 PM, Tuesday

BEGINNING SLR PHOTOGRAPHY PART 2: HOW TO USE YOUR CAMERA

\$104 Senior Price \$81

Now that you have the basics down, let's move to the next step. Learn how to better use your camera by understanding how to control light and how light contributes to image creation. See the image in your mind and create it with your camera. **PLEASE NOTE:** Bring camera, operation manual, pen and paper to class. ALC is not responsible for any damage, loss or replacement of your personal property.

Darracott

5 classes @ 2 hours each at Adult Learning Center

3211 (01), May 9 to Jun 6, 6:00 PM-8:00 PM, Thursday

Please Note: Students residing outside of Virginia Beach will be charged a \$12.00 non-resident fee per course.

Genealogy

BEGINNING GENEALOGY

\$56 Senior Price \$43

Course will provide an overview of basic genealogy techniques for tracing family history using home records, census records and vital records (birth, marriage, death).

Moore

5 classes @ 1 hour each at Adult Learning Center

3205 (01), Feb 27 to Mar 26, 6:30 PM-7:30 PM, Tuesday



INTERMEDIATE GENEALOGY

\$45 Senior Price \$36

This class will discuss the use of deed, probate, and non-census population records in genealogical research and demonstrate basic problem-solving techniques to resolve conflicting information.

PREREQUISITE: 3205 Beginning Genealogy or basic genealogy knowledge.

Moore

4 classes @ 1 hour each at Adult Learning Center

3206 (01), Apr 9 to Apr 30, 6:30 PM-7:30 PM, Tuesday



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More DIYs To Love

WICK-IT: CUSTOM CANDLE MAKING

\$50

Register with a friend for this hands-on candle making class. Hosted by the owner of Sugared Mango, learn how to choose proper containers, wicks, scents, waxes, and how to properly burn candles. These handcrafted personalized candles make the perfect gift for family, friends, and coworkers. These candles are made with wicks and can be lit. Students will leave with their own custom created candles. **PLEASE NOTE:** Supplies included in cost of tuition.

Sterling

1 class @ 2.5 hours at Sugared Mango

3217 (01), Mar 9, 10:00 AM-12:30 PM, Saturday

3217 (02), Jun 5, 3:00 PM-5:30 PM, Wednesday

Class is held at Sugared Mango at 4425 Shore Drive, Suite 101, in Shoreline Shops, Virginia Beach, 23455.

LATHER UP: SOAP MAKING FOR BEGINNERS

\$50

Ready for some good clean fun? Come and learn how to make handmade soaps using skin safe ingredients. With all of the extra hand washing going on, learn to use ingredients that won't leave your hands feeling harsh and dry. You will take home soap bars you've prepared in class, along with the skills to create gifts for family and friends. **PLEASE NOTE:** Supplies included in cost of tuition.

Sterling

1 class @ 2 hours at Sugared Mango

3260 (01), Apr 17, 3:00 PM-5:00 PM, Wednesday

3260 (02), May 18, 10:00 AM-12:00 PM, Saturday

Class is held at Sugared Mango at 4425 Shore Drive, Suite 101, in Shoreline Shops, Virginia Beach, 23455.





Register online today!

alc.vbschools.com

Avoid the disappointment of a canceled class—register early.

Please see refund policy on page 4.

NEW! BEGINNER CROCHET: SNUGGLE UP!

\$94 Senior Price \$73

Join us for our beginner's class and learn the basics of crocheting. The project for this class will be a baby blanket that can be sized to your choosing once you learn the basics. This class will introduce how to start the blanket, the necessary tools, and how to finish with nice edges. Turn this project into a personalized gift for your next baby shower. Crocheting is a great relaxing pastime that can be done while watching TV or waiting for appointments. Use those moments to create a keepsake for family and friends. **PLEASE NOTE:** Supply list available online at alc.vbschools.com. Please bring supplies to each class.

Shtrepi

4 classes @ 2 hours each at Adult Learning Center
3237 (01), May 22 to Jun 12, 6:00 PM-8:00 PM, Wednesday

CUT IT OUT: CRICUT FOR BEGINNERS

\$42

Do you have big plans for your Cricut machine and can't seem to get started? This class will not only teach you how to install and operate your machine, but will also cover how to use Cricut's software, Design Space. This class is packed with a lot of information that includes external design websites, software cutting methods and tools, types of vinyl material, and step-by-step walk-through of different projects. You'll be ready to create perfect holiday gifts for family and friends.

RECOMMENDATION: Bring practice vinyl and your Cricut machine to class. ALC isn't responsible for damage, loss, or replacement of your personal equipment.

Hazley

1 class @ 3 hours at Adult Learning Center
3216 (01), Mar 23, 10:00 AM-1:00 PM, Saturday

Join our team! Teach at the ALC!

Share your passion and expertise. We are in search of talented instructors to design new **ART, DRAWING, and BLOGGING** courses that are timely, beneficial, and fun.

Please call 757-648-6063 for more information.

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1-ON-1 SEWING FOR BEGINNERS

\$247

The course will teach you the basics of sewing in a one-on-one setting. Learn sewing terminology, how to read patterns, determine tools and notions needed to construct a garment, how to use a sewing machine, and how to sew fabric pieces and complete a garment. **PLEASE NOTE:** Supply list available online at alc.vbschools.com. Bring supplies to the first class. Students need to provide all necessary materials including a sewing machine. ALC isn't responsible for any damage, loss or replacement of your personal sewing machine. Instructor is available on Wednesday morning only.

Tyler

2 classes @ 3 hours each at Adult Learning Center

3230 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 37.

1-ON-1 SEWING PROJECTS

\$127

This course is for students who want assistance with a specific sewing project in a one-on-one setting. **PLEASE NOTE:** Students must know the basics of sewing and use of a sewing machine. Students need to provide all necessary materials including a sewing machine. ALC isn't responsible for any damage, loss or replacement of your personal sewing machine. Instructor is available on Wednesday morning only.

Tyler

1 class @ 3 hours at Adult Learning Center

3232 The instructor will contact you to arrange a meeting time

Please see 1-on1 class policy on page 37.

RAG WREATH MAKING

\$42 Senior Price \$34

Do you have unused fabric items sitting around the house that are not being used, but you just can't seem to part with? Learn to create a memory wreath by repurposing family memorabilia such as curtains, tablecloths, clothing, etc. These wreaths are a great way to pass down family heirlooms. Whether it is for a baby shower, wedding, for a sports enthusiast or a special holiday, these are meaningful gifts to be cherished. **PLEASE NOTE:** Supply list available online at alc.vbschools.com.

Lovitt

2 classes @ 2 hours each at Adult Learning Center

3250 (01), Apr 25 to May 2, 6:30 PM-8:30 PM, Thursday





Fun Funky Mixed Media

Experience a different type of art! Fun Funky Mixed Media Art uses a variety of media to make each piece one of a kind. Have fun discovering a unique style of art!

FUN FUNKY ART—SEASHELL RESIN 1

\$75

We will be creating your “Seashell “resin masterpiece. You pick your shells or bring your own that have special meaning and then arrange them to your liking. We then pour the resin to secure your treasures for eternity. (5.5 X 15 rectangle canvas). **PLEASE NOTE:** All supplies included.

Clemons

1 class @ 3 hours at the Adult Learning Center
3219 (01), Feb 22, 6:00 PM-9:00 PM, Thursday
3219 (02), Apr 25, 6:00 PM-9:00 PM, Thursday

NEW! FUN FUNKY ART—MERMAID

\$60

Dive under the sea and find the Mermaid inside of you. Patterns and paper are provided. We have lots of mixed media including sand, grasses, seashells, ribbons, feathers, sea glass and much more for you to choose from to create your vision on a 7 x 14 canvas. **PLEASE NOTE:** All supplies included.

Clemons

1 class @ 3 hours at the Adult Learning Center
3223 (01), Mar 21, 6:00 PM-9:00 PM, Thursday



NEW! FUN FUNKY ART—CRAB

\$60

Your Fun Funky Crab will be the most beautiful crab on the beach when you create it with a variety of colors and embellishments available to you. Embellishments include seashells, rhinestones, beads, sea glass and much more. **PLEASE NOTE:** All patterns and supplies included.

Clemons

1 class @ 3 hours at the Adult Learning Center
3224 (01), May 23, 6:00 PM-9:00 PM, Thursday



**NEW! BEAUTY ON A BUDGET**

\$37 Senior Price \$29

The market is saturated with beauty products that can bust anyone's budget. Don't you hate spending your hard-earned money on expensive makeup that lacks the quality and pigment needed to complete that glam look? Professional Makeup Artist, Kimberly Mosley, will teach you how to get that high end look on a budget and what products and brands offer the best outcomes. Learn about pigments, brushes, multi-use items, and where to purchase quality budget friendly items. Register for Ms. Mosley's value packed "All Eyes on You" class and get extensive instructions on how to apply your eye makeup, brows, and lashes.

Mosley

1 class @ 2 hours at Adult Learning Center
3132 (01), Mar 7, 6:00 PM-8:00 PM, Thursday

ALL EYES ON YOU: BEGINNER EYE/EYEBROW MAKEUP APPLICATION

\$59 Senior Price \$46

Do you want to learn how to fill-in or shape your eyebrows like a pro? Or how to apply and blend eyeshadows to create cut creases, smoky or gradient eyes? K. Mosley, professional makeup artist, will help you create stunning eyes that become your main focal point. This class will cover sanitation practices that help preserve makeup, eyebrow, eye makeup and eye lash application. By the end of this course, students will know color compliments and the eyebrow shape that is best for your facial structure. False lash strip application will also be covered during the class for those students who want to create a more elevated eye look. **PLEASE**

NOTE: Supply list available online at alc.vbschools.com. Bring supplies to all classes.

Mosley

2 classes @ 2.5 hours each at Adult Learning Center
3133 (01), Mar 19 to Mar 21, 6:00 PM-8:30 PM,
Tuesday & Thursday

HOW TO BE HAPPY EVERY DAY

\$40 Senior Price \$35

Who doesn't want to be happier? Learn specific, time-tested ways to make your life happier and more meaningful. These are concrete, proven step-by-step ways that will give your life a new outlook, starting TODAY! All of this taught by the guy who was selected "The Happiest Man in America" by USA Today. It's fun, interactive and moves so quickly the time will fly. Come fly with us! **PLEASE NOTE:** Instructor recommends students purchase the following textbook: *How To Be Happy Every Day* by J.P. Gus Godsey, ISBN: 9780976090151. Textbook is available for purchase from the instructor or through Amazon and Barnes and Noble.

Godsey

1 class @ 2.5 hours at Adult Learning Center
3126 (01), Mar 26, 6:30 PM-9:00 PM, Tuesday
3126 (02), May 14, 6:30 PM-9:00 PM, Tuesday

NEW! DECLUTTERING YOUR LIFE INSIDE & OUT

\$65 Senior Price \$50

If your life is stressed and out of balance, your home will be too. In this class, you will learn how to get and stay organized, use a variety of strategies for eliminating clutter, and identify blockages to progress. In addition to eliminating physical clutter, you will also learn to remove the emotional clutter, stress and negativity that keep us from fully enjoying our lives.

McAbee

4 classes @ 1.5 hours each at Adult Learning Center
3170 (01), Mar 7 to Mar 28, 6:30 PM-8:00 PM, Thursday

Please Note: Students residing outside of Virginia Beach will be charged a \$12.00 non-resident fee per course.



Exploring The Land

Exploring the Land: Herbal Wellness Vickie Shufer is an herbalist and forager with a Master's degree in Therapeutic Herbalism. She teaches classes on how to use edible and medicinal plants for medicine making and wild food cooking. Herbal medicine is vast and complex. These classes are not intended to be a substitute for professional medical advice, diagnosis, or treatment. Always seek the advice of your physician or other qualified health provider with any questions you may have regarding a medical condition or possible contraindications with medications. VBCPS accepts no liability relating to participation in these classes. **The address for classes held at Wild Woods Farm is 4132 Blackwater Road, Virginia Beach, 23457. Please wear weather appropriate shoes and clothing.**

NEW! HEART HEALTH

\$40

February is heart month. The heart is the workhorse of the body, and the powerhouse of the circulatory system. Find out what herbs can help support the health of the heart. Learn to make teas, heart balls, and other heart healthy foods.

Shufer

1 class @ 2 hours at Wild Woods Farm
3152 (01), Feb 11, 1:00 PM to 3:00 PM, Sunday

NEW! TEAS, TINCTURES & VINEGARS

\$40

Discover wild herbs that can be used to make herbal teas that are mentally and physically stimulating as well as those that are relaxing. Learn how to make tea blends and prepare samples for tasting as well as preserving them as tinctures and/or vinegars. Students will learn the basic tea-making techniques and how to blend and formulate wild herbs into teas and tinctures to use for flavor and common ailments.

Shufer

1 class @ 2 hours at Wild Woods Farm
3146 (01), Feb 25, 1:00 PM to 3:00 PM, Sunday



NEW! SPRING TONICS

\$40

Stroll through the herb gardens and find out which herbs are used to cleanse and strengthen the body in the spring. Identify and gather wild herbs to process and prepare into a tasty, nutritional dish for sampling. Students will learn to collect, process and prepare wild herbs.

Shufer

1 class @ 2 hours at Wild Woods Farm
3147 (01), Mar 17, 1:00 PM to 3:00 PM, Sunday

NEW! GREEN CUISINE

\$35

Become familiar with the variety of wild greens that grow right out our back door. Learn how to identify, harvest and use wild greens in dishes that are both tasty and nutritional. **PLEASE NOTE:** Students are required to purchase Backyard Greens Booklet (\$5) onsite.

Shufer

1 class @ 2 hours at Wild Woods Farm
3148 (01), Apr 7, 1:00 PM to 3:00 PM, Sunday



IMPORTANT!

Avoid the disappointment of a canceled class—register early at alc.vbschools.com. Please see refund policy on page 4.





American Sign Language

SIGN LANGUAGE 1

\$204 Senior Price \$167

This course is designed for students who have no knowledge of American Sign Language. The topics will cover basic signing vocabulary, finger-spelling, American Sign Language linguistic features, simple phrases, and cultural protocols. Basic American Sign Language conversations will include answering questions, introductions and exchanging personal information, and discussing family, friends, and surroundings.

PREREQUISITE: Student should be fluent in reading and writing the English language.

Freeman

8 classes @ 2 hours each at Adult Learning Center
3730 (01), Mar 4 to Mar 27, 6:30 PM-8:30 PM,
Monday & Wednesday

SIGN LANGUAGE 2

\$177 Senior Price \$140

Expand vocabulary skills and learn to chain signs together. Simple grammatical concepts will be addressed, and we will review all the signing skills in a fun classroom setting. Adapting signs as a means of alternative communication will be incorporated as needed. You will continue to focus on finger-spelling, numbers, structure, syntax and grammar. Learn how to develop the conversational/cultural behaviors necessary to hold a beginning level conversation. **PREREQUISITES:** 3730 Sign Language 1 and/or previous Sign Language experience and knowledge of topics described in Sign Language 1. Textbook from Sign Language 1, Barron's *American Sign Language: A Comprehensive Guide to ASL 1 and 2 with Online Video Practice* ISBN: 9781506263823. Textbook is not available for purchase at the ALC.

Freeman

8 classes @ 2 hours each at Adult Learning Center
3731 (01), Apr 15 to May 8, 6:30 PM-8:30 PM,
Monday & Wednesday

Italian

ITALIAN 1

\$173 Senior Price \$136

Learn Italian! This course, designed for absolute beginners, covers greetings and basic communications for daily life situations while exploring the culture. Develop elementary skills in grammar, reading, and writing.

Schaller

8 classes @ 2 hours each at Adult Learning Center
3741 (01), Feb 6 to Mar 26, 6:00 PM-8:00 PM, Tuesday

NEW! ITALIAN 2 IN-PERSON

\$176 Senior Price \$139

If you took "Italian 1" or have some experience with the language, here is a chance to practice your listening, speaking, reading, and writing skills. In this course, you will learn functional grammar, vocabulary, and cultural concepts that apply to practical real-life situations.

PREREQUISITE: 3741 Italian 1 or equivalent.

Reyes

8 classes @ 2 hours each at Adult Learning Center
3742 (01), Apr 17 to Jun 5, 1:00 PM-3:00 PM, Wednesday

NEW! ITALIAN 2 VIRTUAL

\$176 Senior Price \$139

If you took "Italian 1" or have some experience with the language, here is a chance to practice your listening, speaking, reading, and writing skills. In this virtual course, you will learn functional grammar, vocabulary, and cultural concepts that apply to practical real-life situations. **PREREQUISITE:** 3741 Italian 1 or equivalent.

Reyes

8 classes @ 2 hours each
3742 (02), Apr 18 to Jun 6, 6:00 PM-8:00 PM, Thursday



Advanced English

ENGLISH CONVERSATION 1

\$104

Improve your English conversation skills in this class for advanced English speakers. This course will help students develop their English conversational skills and develop confidence. Students will practice situational dialogue, public speaking, and self-introduction techniques. This course will also help students enhance their one-on-one and group discussions skills by increasing vocabulary, idiomatic expressions, and listening skills. **PREREQUISITE:** Students must be advanced English speakers to register for this class.

Lew

6 classes @ 2 hours each at Adult Learning Center
3748 (01), Mar 12 to Mar 28, 6:00 PM -8:00 PM,
Tuesday & Thursday

3748 (02), May 2 to May 21, 6:00 PM -8:00 PM,
Tuesday & Thursday

NEW! ENGLISH CONVERSATION 2

\$140

This course is for individuals who have taken the English Conversation 1 course and are knowledgeable in theoretical concepts of idioms, consonant digraphs/trigraphs, slang, silent letters and phrasal verbs. This course will focus on speaking exercises and situational vocabulary/jargon. Topics will include mastering speaking and listening, understanding body language, and developing negotiation skills in various situations.

PREREQUISITE: English Conversation 1.

Lew

8 classes @ 2 hours each at Adult Learning Center
3749 (01), Feb 6 to Feb 29, 6:00 PM -8:00 PM,
Tuesday & Thursday

3749 (02), Apr 8 to May 1, 6:00 PM -8:00 PM,
Monday & Wednesday

Tagalog

NEW! TAGALOG 101

\$104

Kumusta! (How are you?) This course introduces the Filipino language and examines the basic language structure. Learn to use the appropriate forms of address, tenses, people, and word formation.

PREREQUISITE: Basic computer skills.

Lew

6 classes @ 2 hours each at Adult Learning Center
3773 (01), Mar 4 to Mar 20, 6:00 PM -8:00 PM,
Monday & Wednesday

3773 (02), Apr 9 to Apr 25, 6:00 PM -8:00 PM,
Tuesday & Thursday



Japanese

NOW YOU'RE TALKING: AN INTRODUCTION TO JAPANESE

\$153 Senior Price \$116

This course for beginners introduces you to Japanese culture and language within the realms of everyday life. Basic Japanese sentence structures are explained with an expectation that you will be able to expand your language skills. **PREREQUISITE:** Proficiency in English.

Murakoshi

8 classes @ 2 hours each at Adult Learning Center

3750 (01), Feb 06 to Mar 26, 6:00 PM-8:00 PM, Tuesday

NEW! NOW YOU'RE TALKING: AN INTRODUCTION TO JAPANESE 2

\$153 Senior Price \$116

This course is a continuation of *Now You're Talking: An Introduction to Japanese* and expands the introduction to Japanese culture and language skills.

PREREQUISITE: 3750 (01), *Now You're Talking: An Introduction to Japanese* or equivalent knowledge.

Murakoshi

8 classes @ 2 hours each at Adult Learning Center

3751 (01), Apr 11 to May 30, 6:00 PM-8:00 PM, Thursday

1-ON-1 JAPANESE

\$250

Learn Japanese in this 1-on-1 class! Designed for absolute beginners or more experienced individuals. The course will cover basic communications for daily life situations.

Murakoshi

3 classes @ 2 hours each at Adult Learning Center

3752 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 37.

Haitian Creole

NEW! HAITIAN CREOLE PART 1

\$133 Senior Price \$96

This course offers an introduction to the spoken and written Haitian Creole language. The course will emphasize the development of oral and written skills and cultural awareness. **PREREQUISITE:** Proficiency in English. **REQUIREMENT:** Purchase textbook: *Creole Made Easy*, ISBN: 9780967993713. Textbook is not available for purchase at the ALC.

Orius

8 classes @ 2 hours each at Adult Learning Center
3770 (01), Mar 4 to Mar 27, 6:00 PM -8:00 PM,
Monday & Wednesday

NEW! HAITIAN CREOLE PART 2

\$153 Senior Price \$116

Students will further develop their spoken and written Haitian Creole language skills by learning the language's rhythm through songs. The use of songs can aid in a student's ability to segment speech patterns and to memorize new words, patterns, and phrases.

PREREQUISITE: 3770 Intro to Haitian Creole 1.

REQUIREMENT: Textbook from part 1.

Orius

8 classes @ 2 hours each at Adult Learning Center
3771 (01), Apr 8 to May 1, 6:00 PM -8:00 PM,
Monday & Wednesday

Spanish

NEW! 1-ON-1 SPANISH VIRTUAL

\$250

Learn Spanish in this virtual 1-on-1 class! Designed for absolute beginners or more experienced individuals. The course will cover basic communications for daily life situations. **PLEASE NOTE:** Student may need to purchase textbook *Spanish Grammar for Beginners Textbook + Workbook Included: Supercharge Your Spanish With Essential Lessons and Exercises*, ISBN: 9781684892815. Textbook is not available for purchase at the ALC.

Reyes

3 classes @ 2 hours each
3760, The instructor will contact you to arrange a meeting time.
Please see 1-on-1 class policy on page 37.

NEW! SPANISH 1 CONVERSATION, GRAMMAR, & CULTURE VIRTUAL

\$176 Senior Price \$139

Learn Spanish! Designed for absolute beginners, this course covers greetings and basic communications for daily life situations while exploring the culture. Develop elementary skills in grammar, reading, and writing.

Reyes

8 classes @ 2 hours each
3761 (01), Feb 2 to Mar 22, 6:00 PM-8:00 PM, Friday

NEW! SPANISH 1 CONVERSATION, GRAMMAR, & CULTURE IN-PERSON

\$176 Senior Price \$139

Learn Spanish! Designed for absolute beginners, this course covers greetings and basic communications for daily life situations while exploring the culture. Develop elementary skills in grammar, reading, and writing.

Reyes

8 classes @ 2 hours each at Adult Learning Center
3761 (02), Feb 6 to Mar 26, 1:00 PM-3:00 PM, Tuesday

NEW! SPANISH 2 CONVERSATION, GRAMMAR, & CULTURE IN-PERSON

\$153 Senior Price \$116

If you took Spanish 1 or have some experience with the language, here is a chance to practice your conversation skills. Elevate your proficiency and increase vocabulary while learning new verbs and the future tense. Speaking will be emphasized. **PREREQUISITES:** 3761 Spanish 1 and textbook *Spanish Grammar for Beginners Textbook + Workbook: Supercharge Your Spanish With Essential Lessons and Exercises*, ISBN: 9781684892815. Textbook is not available for purchase at the ALC.

Textbook is not available for purchase at the ALC.

Reyes

8 classes @ 2 hours each at Adult Learning Center
3762 (01), Apr 9 to May 28, 1:00 PM-3:00 PM, Tuesday

NEW! SPANISH 2 CONVERSATION, GRAMMAR, & CULTURE VIRTUAL

\$153 Senior Price \$116

If you took Spanish 1 or have some experience with the language, here is a chance to practice your conversation skills. Elevate your proficiency and increase vocabulary while learning new verbs and the future tense. Speaking will be emphasized. **PREREQUISITES:** 3761 Spanish 1 and textbook *Spanish Grammar for Beginners Textbook + Workbook: Supercharge Your Spanish With Essential Lessons and Exercises*, ISBN: 9781684892815. Textbook is not available for purchase at the ALC.

Textbook is not available for purchase at the ALC.

Reyes

8 classes @ 2 hours each
3762 (02), Apr 12 to May 31, 6:00 PM-8:00 PM, Friday

Don't miss out on new classes
and ALC news. Follow us and
stay connected!



Follow us on Instagram:
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Follow us on X - formerly
Twitter: [@ALCVB](https://twitter.com/ALCVB)



Follow us on Facebook:
[@ALCVBSchools](https://www.facebook.com/ALCVBSchools)



Acting

LIGHTS, CAMERA, ACTION! BASIC ACTING TECHNIQUES

\$153 Senior Price \$116

Realistic acting is crucial to good drama. The actor must convince you that his experience on stage or film is natural. It's not easy, and not all of us will be professional actors or actresses. However, the techniques for creating good acting are fascinating and helpful in real life. We all need to learn how to "act" in our personal lives as spouses, parents, and friends as well as our professional lives as employees, bosses, and social media content creators. This class introduces basic acting skills to help you communicate better, improve your confidence and improve yourself as an all-around person.

Rosini

8 classes @ 2 hours each at Adult Learning Center
2181 (01), Apr 8 to May 1, 6:00 PM-8:00 PM,
Monday & Wednesday

Guitar

NEW! GUITAR MASTER CLASS

\$89 Senior Price \$68

This is the most advanced of the Guitar courses and will address some of the skills and knowledge points needed for public performance. Ideas and concepts on how to address challenges such as "stage fright" are covered. **PLEASE NOTE:** Students must possess a guitar to play and practice. ALC isn't responsible for damage, loss, or replacement of your personal instrument. *Guitar Method Book 3* by Hal Leonard (ISBN-13: 9780634014161) is recommended for continued study after the course. **PREREQUISITE:** 2129 (01) Intermediate Guitar Part 2 or equivalent knowledge (chord-melody and solo playing).

Allred

8 classes @ 1 hour each at Adult Learning Center

2125 (01), Feb 8 to Mar 28, 6:30 PM-7:30 PM, Thursday



Dance

The benefits of ballroom dancing can change your life!

Ballroom dancing is a wonderful activity that can benefit your mind, body, and soul. How many times have you been at a function and thought, "I would love to command the dance floor and impress others with my skills"? Well, this is your opportunity to develop your dance skills, increase your social skills on the floor, burn calories and strengthen your body's core muscles, and most important to have fun.

NEW! RUMBA FOR BEGINNERS

\$39

The rumba is known as the "Dance of Love" with a style that differs from other Latin dances. You will learn the basic steps of leading and following and how to incorporate proper timing, rhythm, and arm styling. Students will be able to execute various patterns and have fun on the social dance floor. **PLEASE NOTE:** Please wear comfortable shoes.

Rants Ballroom LLC

4 classes @ 45 minutes each

2171 (01), Feb 1 to Feb 22, 6:45 PM-7:30 PM, Thursday

Classes are held at Rants Ballroom Company, 3912 Virginia Beach Blvd,
#102, Virginia Beach 23452

Learn online
anywhere, anytime!



The solution for
today's busy adult!

The ALC teams up with **ed2go** to bring you hundreds of engaging online courses. Our courses are affordable, fun, fast, and convenient. **Short courses run six weeks and range from \$69 to \$485.**

Courses are led by expert instructors with topics ranging from A-Z Grant Writing, Photography, to Web Design, and more. Courses are project-oriented and include lessons, quizzes, hands-on assignments, 24-hour access, and supplementary links. Participate in lively discussions with your fellow students and get plenty of practical information that you can put to immediate use. New course sessions begin monthly.

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- Design & Composition
- Personal Development
- Business
- Law & Legal
- Teaching & Education
- Computers & Technology
- Language & Arts
- Writing & Publishing

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Programs run from 6 to 18 months and cost from \$400 to \$4000. To enroll or learn more, call us at (757) 648-6050 or visit careertraining.ed2go.com/vbalc/

Online Industry Certifications

- Administrative Professional with Microsoft Office 2016 Master
- Administrative Professional with Microsoft Office Specialist 2016
- CBCS Administrative Medical Specialist with Medical Billing and Coding
- CBCS Medical Billing and Coding
- CompTIA Security+ Certification Training: A+, Network+, Security+
- CompTIA A+ Certification Training
- NASM Certified Personal Trainer and Exam Prep
- OMCA Email Marketing Associate
- OMCP Search Marketing Professional
- Paralegal
- Pharmacy Technician

Online Cybersecurity Programs

- CompTIA Certification Training
- Certified Information Systems Security Professional (CISSP)
- Certified Information Security Manager (CISM)
- Systems Security Certified Practitioner (SSCP)
- CompTIA Certification Training: A+, Network+, Security+
- CompTIA IT Fundamentals
- CompTIA Linux+
- CompTIA Advanced Security Practitioner (CASP)
- CompTIA Project+
- Information Security Training
- CompTIA Network+ Certification Training
- Certified Information Systems Auditor (CISA)
- Certified Ethical Hacker



English Language Acquisition (E.L.A.) classes are available for adult non-native speakers of English. Six levels of classes are offered including: reading, writing, speaking, and listening. No appointment needed. Students will enter the program based on class availability, pending a valid test score on program assessments. If classes are full, students will be placed on a waiting list and contacted when openings are available. **A valid, current government-issued picture ID and proof of residency are required.**

The Adult Learning Center does not provide childcare or transportation.

2023—2024 E.L.A. PROGRAM TESTING/INTERVIEW INFORMATION

Please check the ALC website for ELA testing/interview dates. Testing/interviews are offered on a walk-in basis. Please call 757-648-6050 if you have any questions.



DAY CLASS SCHEDULES

Monday through Thursday, September 18 to May 16, 8:30 AM - 11:00 AM

Monday through Thursday, September 18 to May 16, 11:30 AM - 2:00 PM

EVENING CLASS SCHEDULES

Monday & Wednesday, September 18 to May 15, 6:30 PM - 9:00 PM

Tuesday & Thursday, September 19 to May 16, 6:30 PM - 9:00 PM.

Classes are held at the Adult Learning Center located at
5100 Cleveland St., Virginia Beach, VA 23462

CLASS FEES:

VIRGINIA BEACH RESIDENTS \$50 registration fee.

NON-RESIDENTS (living in other cities) **\$100** registration/non-resident fee.

Class fees are not refundable.

Call 757-648-6057 for more E.L.A. program information.

2023—2024 A B E / G E D[®] PROGRAM

Are you interested in improving your reading, language, and math skills while preparing for your G E D[®] Credential? Please consider enrolling in the Adult Learning Center's Adult Basic Education (A B E) G E D[®] credentialing program.

The A B E / G E D[®] program offers day and evening classes at the following times: 8:30-11:00 AM (Monday to Thursday), 12:15-2:45 PM (Monday to Thursday) and 6:30-9:00 PM (Monday and Wednesday). All students (new and returning) who are interested in enrolling in A B E/ G E D[®] day or evening classes are required to attend a placement evaluation. Students who are eligible for G E D[®] classes based on their placement test scores will need to attend an orientation session to complete the registration process.

At placement testing, students will take the Test of Adult Basic Education (TABE). TABE scores are used to determine the levels of math and reading classes in which students are placed to help them prepare to take the G E D[®] exam. The TABE test takes approximately four (4) hours. Students will receive a copy of their TABE scores via email and will be notified by the ALC staff regarding their eligibility to take classes.

Orientation sessions, testing, and classes are held at the ALC located at 5100 Cleveland Street, Virginia Beach, 23462.

A valid, current government-issued picture ID for proof of age and identity is required.

Open to adults age 18 and older who are not enrolled in private or public high school.



If interested, please contact Elizabeth Herlong, Adult Academic Coordinator, at 757-648-6050.

DAY CLASS SCHEDULE: Monday through Thursday, September 18 to May 16

EVENING CLASS SCHEDULE: Monday & Wednesday, September 18 to May 15

DAY CLASS FEES: VIRGINIA BEACH RESIDENTS \$30 registration fee.
NON-RESIDENTS (living in other cities) \$40 per month

EVENING CLASS FEES: VIRGINIA BEACH RESIDENTS \$30 registration fee.
NON-RESIDENTS (living in other cities) \$30 rper month

Class fees are not refundable.



To take the G E D[®] Test: Create an account and register online at www.GED.com

PLEASE NOTE: Individuals do not need to be enrolled in A B E/ G E D[®] classes to take the G E D[®] test. Anyone interested in taking the G E D[®] test can create a free account at www.GED.com. The website provides free resources and information about how to schedule a G E D[®] test that can be taken online or in person. The G E D[®] test is offered in both English and Spanish. A valid, current, government-issued picture ID is required for G E D[®] testing.

Questions about the G E D[®] Test? Call 1-877-392-6433 or email help@ged.com

ADULT LEARNING CENTER INFORMATION

COMMUNITY EDUCATION REGISTRATION FORM	39
SCHOOL & STUDENT INFORMATION, OFFICE HOURS	4

BUSINESS

BEGINNER CONTENT CREATION: FROM SHOOTING TO EDITING AND BEYOND!	14
ETSY 101: BUILDING A SUCCESSFUL ETSY SHOP	14
GET IT PUBLISHED: SELF PUBLISHING	15
INCOMETAX BASICS	15
PROMOTE YOUR BUSINESS THROUGH PUBLIC RELATIONS	14
PUBLIC SPEAKING, THE ART OF	14
RÉSUMÉ & JOB SEARCH, 1-ON-1	15
SHARPENING YOUR PERSONAL BRAND	14
STRATEGIC SOCIAL MEDIA FOR SMALL BUSINESS SUCCESS ..	15
TEACHER, BECOMING A HIGHLY QUALIFIED	15

CAREER TRAINING

HEALTH COACH CERTIFICATION	11
INDUSTRY CERTIFICATIONS ONLINE THROUGH ed2go	33
ONLINE FITNESS CEC WORKSHOPS THROUGH WITS	12, 13
PERSONAL TRAINER CERTIFICATION	11

COMPUTERS

ANIMATED GIF CREATIVE FUN	16
COMPUTER BASICS	17
COMPUTER BASICS, 1-ON-1	19
CYBERSECURITY COURSES ONLINE THROUGH ed2go	33
CYBERSECURITY, INTRODUCTION TO	16
FILES, FOLDERS & LIBRARIES: UP & BEYOND BASICS	17
IPAD, GETTING TO KNOW YOUR	16
IPHONE FOR BEGINNERS	16
MS ACCESS 365/2019 SIMPLIFIED	18
MS ACCESS 365/2019, 1-ON-1	19
MS EXCEL 365/2019 SIMPLIFIED	18
MS EXCEL 365/2019, 1-ON-1	19
MS OFFICE 365/2019 OVERVIEW	17
MS OFFICE 365/2019 OVERVIEW, 1-ON-1	19
MS ONENOTE 365/2019 BASICS	17
MS OUTLOOK 365/2019 BASICS	17
MS POWERPOINT 365/2019 BASICS	18
MS POWERPOINT 365/2019, 1-ON-1	19
MS PUBLISHER 365/2019 BASICS	17
MS PUBLISHER 365/2019, 1-ON-1	19
MS WORD 365/2019 SIMPLIFIED	18
MS WORD 365/2019, 1-ON-1	19
SOCIAL MEDIA FOR BEGINNERS	16
WINDOWS 11: TIPS & TRICKS	17
ZOOM FOR BEGINNERS	16

COOKING

AMAZING GRAZE: CHARCUTERIE BOARD	20
BAKLAVA MADE EASY	20
SAY IT WITH FLOWERS: WILDFLOWER COOKIE BOUQUET	20
WHAT'S THE BUZZ? SPRING BEE COOKIE DECORATING	20
YOU'RE INVITED TO THE COOKOUT! COOKIE DECORATING	20

DIY, HOBBIES & CRAFTS

CANDLE MAKING, CUSTOM WITH WICK	23
CRICUT FOR BEGINNERS, CUT IT OUT	24
CROCHET, BEGINNERS: SNUGGLE UP!	24
FUN FUNKY ART—CRAB	26
FUN FUNKY ART—MERMAID	26
FUN FUNKY ART—SEASHELL RESIN 1	26
GENEALOGY, BEGINNING	23
GENEALOGY, INTERMEDIATE	23
PHOTO ORGANIZATION 101	22
PRESERVE, ORGANIZE & SAVE PHOTOS	22
SEWING FOR BEGINNERS, 1-ON-1	25
SEWING PROJECTS, 1-ON-1	25
SLR PHOTOGRAPHY PART 1, BEGINNING: HOW TO USE YOUR CAMERA	22
SLR PHOTOGRAPHY PART 2, BEGINNING: HOW TO USE YOUR CAMERA	22
SOAP MAKING, LATHER UP	23
WREATH MAKING, RAG	25

ENGLISH LANGUAGE ACQUISITION PROGRAM (E.L.A.)

E.L.A. CLASS INFORMATION	34
--------------------------------	----

FOUNDATIONS TRANSITION PROGRAM

FOUNDATIONS TRANSITION PROGRAM	10
--------------------------------------	----

FREE SEMINARS

BETTER BONES IN HAMPTON ROADS, LUNCH & LEARN	21
LIFESTYLE HABITS FOR A LONGER, HEALTHIER LIFE	21
RETIREMENT, 13 STRATEGIES	21
TALK SAVES LIVES: AN INTRO TO SUICIDE PREVENTION	21

G E D® PREP PROGRAM

G E D® CREDENTIAL/ADULT BASIC EDUCATION CLASS INFORMATION	35
---	----

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The Adult Learning Center follows Virginia Beach City Public Schools rules and regulations for all schools. This facility is a non-smoking, drug-free environment. Students are expected to adhere to School Board policies.

LANGUAGES

ENGLISH CONVERSATION 1 30
 ENGLISH CONVERSATION 2 30
 HAITIAN CREOLE PART 1 31
 HAITIAN CREOLE PART 2 31
 ITALIAN 1 29
 ITALIAN 2 29
 JAPANESE, 1-ON-1 30
 JAPANESE, AN INTRODUCTION 30
 JAPANESE, AN INTRODUCTION 2 30
 SIGN LANGUAGE 1 29
 SIGN LANGUAGE 2 29
 SPANISH, 1-ON-1 31
 SPANISH 1, CONVERSATION, GRAMMAR & CULTURE 31
 SPANISH 2, CONVERSATION, GRAMMAR & CULTURE 31
 TAGALOG 101 30

MEDICAL CAREER TRAINING

BLOODBORNE PATHOGENS CERTIFICATION 9
 CERTIFIED NURSE AIDE 9
 CLINICAL MEDICAL ASSISTANT 8
 CPR (HEALTHCARE PROVIDER) 9
 EKG TECHNICIAN 8
 FIRST AID 9
 LICENSED PRACTICAL NURSING (LPN) 5
 MEDICAL ADMINISTRATIVE ASSISTANT 8
 MEDICAL BILLING & CODING 8
 MEDICAL CAREER TRAINING PREREQUISITES 7
 ONLINE MEDICAL COURSES THROUGH HEALTH ED TODAY 6
 PHARMACY TECHNICIAN 7
 PHLEBOTOMY TECH TRAINING 9
 STERILE PROCESSING TECHNICIAN 7

MUSIC & THE ARTS

BASIC ACTING TECHNIQUES 32
 GUITAR MASTER CLASS 32
 RUMBA FOR BEGINNERS 32

ONLINE COURSES

CYBERSECURITY COURSES ONLINE THROUGH ed2go 33
 INDUSTRY CERTIFICATIONS ONLINE THROUGH ed2go 33
 MEDICAL COURSES ONLINE THROUGH HEALTH ED TODAY 6
 ONLINE SHORT COURSES THROUGH ed2go 33

SELF-CARE, HEALTH, WELLNESS & SAFETY

BEAUTY ON A BUDGET 27
 DECLUTTERING YOUR LIFE INSIDE AND OUT 27
 EXPLORING THE LAND—WILD WOODS FARM:
 GREEN CUISINE 28
 HEART HEALTH 28
 SPRING TONICS 28
 TEAS, TINCTURES, VINEGAR 28
 HOW TO BE HAPPY EVERY DAY 27
 MAKEUP FOR BEGINNERS: EYES/EYEBROWS 27

Medical Career Page 7



Technology Page 16



1-ON-1 CLASSES ARE AVAILABLE THROUGHOUT THE SEMESTER

Register by mail or in person at the Adult Learning Center. Once you have scheduled course times with the instructor, the ALC requires 24 hours' notice to cancel a course meeting time. If notice is not given, you will forfeit that meeting time and it will not be rescheduled. All classes must be completed within one month of scheduled first class and/or before the semester ends. Written documentation is required for an extension to be granted due to unforeseen circumstances. This applies to all 1-on-1 classes in the catalog.



Languages
Page 30

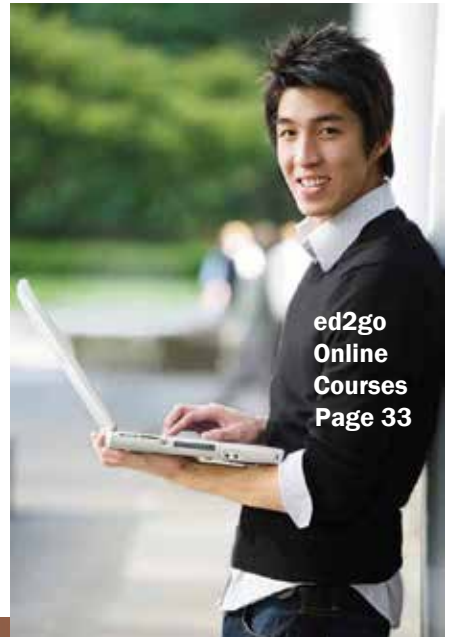


Baklava Page 20

Avoid the disappointment of a canceled class,
register early! Register online today at

alc.vbschools.com

Please see refund policy on page 4.



ed2go
Online
Courses
Page 33



Guitar Page 32



Charcuterie
Page 20



COMMUNITY EDUCATION REGISTRATION FORM

Accurate phone and email information will allow us to contact you about unforeseen date or time changes.

STUDENT NUMBER	LAST NAME	FIRST NAME	MI
STREET ADDRESS		CITY	
STATE	ZIP	EMAIL	

Please check if you are a SENIOR Citizen (60 or older)

BIRTH DATE (To verify ADULT/SENIOR status) - -
MM - DD - YYYY

GENDER
 M F

HOME PHONE	WORK PHONE	CELL PHONE
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COURSE NUMBER	COURSE TITLE	START DATE	START TIME	LOCATION	FEE

Additional \$12 per course for non-Virginia Beach Residents

Mail to ALC, 5100 Cleveland St., Virginia Beach, VA 23462

TOTAL

Fax to 757-648-6078

PAYMENT METHOD: CASH—Bills over \$50 not accepted MONEY ORDER
 CHECK—Payable to ALC DISCOVER MASTERCARD VISA

PRINT Cardholder's Name (as it appears on card) _____

Card Number _____ - _____ - _____ - _____ Exp. Date ____ / ____

Cardholder's Signature _____ Three Digit Security Code _____
(on back of card)

WITHDRAWAL/TRANSFER POLICY: Student-initiated transfers and withdrawals will be assessed a \$15 processing fee. Withdrawals must be submitted in writing five days before the class start date to be eligible for refund. Allow two weeks for processing. No refunds are issued once class has started or if you fail to attend class.

OFFICE USE ONLY

Office Receipt Number _____ Amount Paid _____ Initials _____ Date _____

Check ____ Credit Card ____ Cash ____ Money Order ____

Bookkeeper Receipt Number _____



Adult Learning Center
5100 Cleveland Street
Virginia Beach, VA 23462

Sow a seed by sharing your talents. Teach a class at the ALC.
alcinfo@vbschools.com



**Looking for
instructors.
Art, blogging,
podcasts, etc.**

Next Catalog August 2024