

## ACADEMIC COURSES

Registration opens April 28, 2025. You must register in person.

### Adult High School Diploma – Learning Center

(6 weeks, 06/02/25-07/10/25; no class on 06/19/25)

020111	M - Th	8:30 am-10:30 am	BAS/A109	Staff
020112	M - Th	10:45 am-12:45 pm	BAS/A109	Staff

Complete courses for your diploma at your own pace! **Students will meet with an adult school counselor before enrolling in this program. WE OFFER CLASSES ONLINE. Ask our counselors for details!**

### Math Boot Camp – In-person and Online

(6 weeks, 06/02/25-07/09/25; no class on 06/19/25)

212800	M & W	1:00 pm-2:00 pm	BAS/A109 / Online	Staff
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### GED and HiSET Preparation

(6 weeks, 06/02/25-07/10/25; no class on 06/19/25)

027400	M - Th	8:30 am-10:30 am	BAS/C302	Staff
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Prepare for the high school equivalency exam. The class will focus on the four content areas covered in the exams: 1. Reasoning through Language Arts (RLA); 2. Mathematical Reasoning; 3. Science; and 4. Social Studies.

### GED Preparation in Spanish

(6 weeks, 06/02/25-07/10/25; no class on 06/19/25)

022301	M - Th	6:00 pm-8:00 pm	Online	Staff
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Este curso te preparará para el examen de GED en español. La clase se centrará en las cuatro áreas de contenido cubiertas en los exámenes: Razonamiento matemático, Razonamiento a través de las artes del lenguaje, Estudios sociales y Ciencias. La clase de la noche usará Zoom. Acceso a una computadora es requerido.



## ENGLISH AS A SECOND LANGUAGE (ESL)

Registration opens April 28, 2025. You must register in person.

### Morning Classes (6 weeks, 06/02/25-07/10/25; no class 06/19/25)

030011	Literacy	M - Th	9:15 am-12:00 pm	H802
030012	Literacy	M - Th	9:15 am-12:00 pm	G703
030111	Level 1	M - Th	9:15 am-12:00 pm	D400
030112	Level 1	M - Th	9:15 am-12:00 pm	D402
030211	Level 2	M - Th	9:15 am-12:00 pm	D401
030212	Level 2	M - Th	9:15 am-12:00 pm	H801
030311	Level 3	M - Th	9:15 am-12:00 pm	H804
030314	Level 3	M - Th	9:15 am-12:00 pm	G701
355611	Intensive English (4-6)	M - Th	9:15 am-12:00 pm	I901
355612	Intensive English (4-6)	M - Th	9:15 am-12:00 pm	H805
031512	Citizenship	F	9:15 am-12:00 pm	Online Zoom

### Evening Classes (6 weeks, 06/02/25-07/10/25; no class 06/19/25)

030013	Literacy	M - Th	6:15 pm-9:00 pm	G702
030014	Literacy	M - Th	6:15 pm-9:00 pm	H802
030114	Level 1	M - Th	6:15 pm-9:00 pm	D402
030113	Level 1	M - Th	6:15 pm-9:00 pm	H801
030213	Level 2	M - Th	6:15 pm-9:00 pm	D401
030215	Level 2	M - Th	6:15 pm-9:00 pm	H804
030313	Level 3	M - Th	6:15 pm-9:00 pm	D400
030315	Level 3	M - Th	6:15 pm-9:00 pm	H803
355613	Intensive English (4-6)	M - Th	6:15 pm-9:00 pm	G701
355614	Intensive English (4-6)	M - Th	6:15 pm-9:00 pm	H805



Follow us on Instagram: @burbankadult  
Like us at www.facebook.com/burbankadulthood

BURBANK UNIFIED SCHOOL DISTRICT

### Burbank Adult School

3811 W. Allan Ave. Burbank CA 91505

(818) 729-5950

www.burbankusd.org

NON-PROFIT ORGANIZATION  
U.S. POSTAGE

PAID

VAN NUYS, CA  
PERMIT NO. 447

\*\*\*\*\*ECRWSEDDM\*\*\*\*\*

Residential Customer

## GENERAL INFORMATION

### Summer Office Hours (06/02/25-07/10/25; closed on 06/19/25)

Monday - Thursday: 8:00 am-1:00 pm  
and 2:00 pm-7:30 pm

### Academic Counseling Office Hours:

Monday - Thursday: 8:00 am-1:00 pm

### Academic Counselors:

SabrinaRodriguez@BurbankUSD.org

TinaCheong@BurbankUSD.org

Extension: 33910

### Attendance Technician:

JillThomas@BurbankUSD.org

Extension: 33904

### ELL Office Specialist III:

TBA

Extension: TBA

### Office Assistant:

LilianaTejeda@BurbankUSD.org

Extension: 33903

### Office Managers:

CoryHartung@BurbankUSD.org

Extension: 33907

IlyaPumpian-Mindlin@BurbankUSD.org

Extension: 33902

### Tech Support Specialist I:

ReeceHernandez@BurbankUSD.org

FernandoMarticorena@BurbankUSD.org

Extension 33960

### Summer Testing (6 weeks, 06/02/25-07/10/25) (No testing on 06/19/25)

GED/Pearson VUE M & W 9:30 am-4:00 pm BAS/A102 Staff

HiSET Th 9:00 am-1:00 pm BAS/A102 Staff

### Certificates and Diplomas

Certificates and Diplomas must be picked up in person from the Main Office. Bring a valid ID. Diplomas issued by the Burbank Adult School will not be replaced, so please be sure to make a copy for your records.

CTE certificates are sent electronically to student email addresses. Printed certificates are available only upon request. Please ensure the school has an updated email on file. Certificate requests are available within a year of course completion only.

### Fees and Refunds

**In the event that a class is cancelled OR if a student chooses to withdraw from a class at least two business days prior to the class start date, the student will be entitled to a full refund.** The refund may take up to three weeks to process. The fee for each class follows the course title. Checks, money orders, credit cards, and cash will be accepted. Returned checks will be charged a \$20 fee payable in cash only. There is a \$10 processing fee for all refunds not due to class cancellations. No refunds will be issued to any student after the first scheduled class session (including no shows). There are no refunds for class materials and/or books purchased by students. There are no fees for ESL, ESL special topics, high school diploma and high school equivalency test prep classes and/or workshops.

### Registration for Summer Classes Opens on April 28.

Register in person or online at [bas.asapconnected.com](http://bas.asapconnected.com) or [www.burbankusd.org/bas](http://www.burbankusd.org/bas)  
For more information please call (818) 729-5950.

### BUSD Board of Education

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Todd Laventure, Principal, Burbank Adult School

FREE/LOW COST CLASSES  
AND CAREER TRAINING FOR ADULTS

# BURBANK Adult School

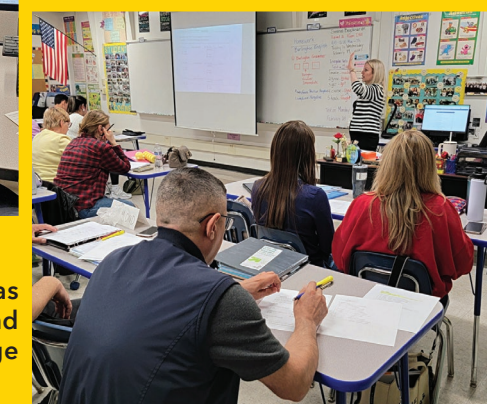
YOUR SCHOOL. YOUR COMMUNITY. YOUR FUTURE!  
ENROLL TODAY! LEARN SOMETHING NEW!



Computer Courses



High School Diploma Program



English as a Second Language



Enrichment Classes



Health Careers

## SUMMER 2025 SCHEDULE OF CLASSES

(818) 729-5950 | www.burbankusd.org/bas





## REGISTRATION IS REQUIRED FOR ALL SUMMER CLASSES

REGISTRATION OPENS ON APRIL 28, 2025.

Register in-person, 3811 W. Allan Avenue, Burbank, CA 91505 or online at [bas.asapconnected.com](https://bas.asapconnected.com) or [www.burbankusd.org/bas](https://www.burbankusd.org/bas); For more information please call (818) 729-5950.

The minimum number of enrolled students needed to offer a class is ten (10).

## ENRICHMENT COURSES

### LEARN A LANGUAGE!

#### Beginning Conversational American Sign Language (A)

(5 sessions, 06/10/25-07/08/25)

993603 Tuesday 6:30 pm-8:30 pm B202 Wu Fee: \$59

Join a fun and interactive class! Learn to converse with the Deaf and Hard of Hearing (DHH) in your family and/or community.

### FINE ARTS/CRAFTS CLASSES

#### Beginning Photography

(5 sessions, 06/04/25-07/09/25; no class on 06/11/25)

990301 Wednesday 9:00 am-12:00 pm B203 Sheetz Fee: \$59

Students will learn basic digital camera functions and composition. Please bring your cameras to the first class. DSLR cameras please. **The course is not designed for phones with cameras.**

#### Beginning Acoustic Guitar

(12 sessions, 06/02/25-07/09/25)

993199 Monday & Wednesday 2:00 pm-4:00 pm G701 Rivars Fee: \$89

The best guitar lessons for beginners! This course provides an introduction to playing the acoustic guitar, focusing on essential skills like proper hand positioning, tuning, basic chords, strumming patterns, fingerpicking techniques, and reading chord diagrams. This allows beginners to learn foundational musical concepts while building the ability to play familiar songs. Let's have fun! **Students must bring their own acoustic guitar.**

### FITNESS AND WELLNESS

#### Gentle, Mindful Yoga – NEW YOGA STUDENTS ONLY, Please!

(6 sessions, 06/03/25-07/08/25) Fee: \$39

996501 Tuesday 6:00 pm-7:00 pm Auditorium Levitt

This course is a gentle, kind, softer, slower paced, compassionate and nurturing Yoga. The class is not about pretzel poses or Yoga-robics. The focus will be on mind-body breath connection, along with balance, flexibility, range of motion and stress reduction. This is a great class for seniors, students new to Yoga and for people in recovery. **Students must bring their own yoga mat.** Email your questions to [edyogaguy@gmail.com](mailto:edyogaguy@gmail.com). We look forward to seeing our Yoga regulars in the Fall. Thank you for sharing.



#### CPR/First Aid - Infant, Child & Adult

(1 session, 06/12/25) Fee: \$64

996901 Thursday 4:00 pm-9:00 pm B203 Bogнар

Parents, caregivers, nannies, anyone! This class covers basic emergency first aid including CPR for adults, children and infants, along with proper use of an AED. **Taught by a certified First Responder.**

## CAREER TECHNICAL EDUCATION COURSES

### HEALTH OCCUPATIONS

#### Introduction to Healthcare and Careers

(11 sessions, 06/03/25 - 07/10/25; No class 6/19/25)

064001 T & Th 6:00 pm-9:00pm BAS/E501 Staff

The course was developed to expose students to the healthcare industry by exploring healthcare occupations and preparing them with entry level knowledge and skills applicable to an array of allied health occupations. Students who successfully complete this course will earn the necessary knowledge and skills that will allow them to pursue an education or a career in the healthcare industry. Students will learn to accurately measure vital signs, earn a certificate in Healthcare Provider BLS (CPR and first aid), learn the legal and ethical responsibilities of healthcare professions, obtain HIPAA compliance training, and learn how to build a professional career portfolio.

#### Related Occupations and Career Pathways:

Medical Assistant/Medical Office, Medical Billing/Coding, Nursing (CNA, LVN, RN), Physical Therapy Aide, Pharmacy Technician, Dental Assistant, Phlebotomy Technician, Respiratory Therapist



#### Medical Terminology (7 weeks, 06/02/25-07/18/25)

069401 10 Hours/Weekly Distance Learning/Online Staff

Learn medical language, terms and abbreviations associated with the human body systems that are necessary for persons entering medical office occupations. This course is a prerequisite for the Medical Billing and Coding course and strongly recommended for all students entering the health occupations field (CNA, CMA, Pharmacy). **This class uses Canvas (<https://burbankas.instructure.com/login>). Students are required to have a computer device and internet access.**

#### Sports Physical Therapy

(23 sessions, 06/11/25-07/15/25; no class on 06/19/25 & 7/4/25)

062301 M - Th 8:30 am-4:00 pm BAS/I-901 Staff Materials Fee: \$64

Friday (Online) 9:00 am-3:30 pm

This course prepares students to work as physical therapy aides in sports medicine facilities and general health care facilities. Students will receive hands-on training and basic knowledge of certified athletic trainers (ATC), sports medicine/therapy/physical therapy aide, therapeutic massage, fitness and other health care professions. Students will explore various sports related injuries and learn about treatment and injury prevention; the various career paths of physical therapy, sports medicine and basic anatomy of selective body systems. Fee covers the cost of CPR training.

### COMPUTER COURSES

#### Intro to Computers: Microsoft Office & 365

(12 sessions, 06/02/25 - 07/09/25)

665402 M & W 9:00 am-12:15 pm BAS/F602 Staff

This course is an introductory to cloud-based applications. The course will introduce commonly used Microsoft Office 365 applications. In addition, students will learn computer terminology, about hardware/software, how to email, and the basics of the Internet. Build your skills to become digitally fluent.

#### Basic Computer Skills for ESL

(12 sessions, 06/02/25-07/09/25)

665001 M & W 5:45 pm-9:00 pm BAS/F602 Staff

This is an ESL support class intended for students who are new to computers. Students will acquire skills to navigate the Windows desktop and how to complete basic computer functions. Students will learn computer components, practice keyboarding skills, learn how to use the internet and use email applications. The course also includes an introduction to Microsoft Office applications. **Prerequisite: Students should have completed ESL Level 2 at minimum.**

#### Microsoft Excel

(11 sessions, 06/03/25-07/10/25; no class on 06/19/25)

064300 T & Th 5:45 pm-9:00 pm BAS/F602 Staff

(11 sessions, 06/03/25-07/10/25; no class on 06/19/25)

064301 T & Th 9:00 am-12:15 pm BAS/F602 Staff

This course will cover the essential and advanced features of Microsoft Excel, so that students will be proficient in Excel for personal and office use. Learn how to create and manage worksheets and workbooks, format cells and ranges, create and modify tables, create and format charts and objects, apply commonly used formulas and functions. **Prerequisite: Have basic computer skills. Students should bring a USB flash drive.**

### DIGITAL/GRAPHIC DESIGN

#### Introduction to Animation (5 sessions, 06/02/25-07/07/25; No class 6/23/25)

661001 Monday 5:45 pm-9:00 pm BAS/F600 Staff

Learn the basics of Animation through the use of traditional and digital techniques. Topics will include animation fundamentals, character design, concept development, storyboarding, and 2D software techniques using Adobe Animate and Character Designer. **Prerequisite: Basic computer skills. Students should bring a USB-C flash drive.**

#### Introduction to Adobe Creative Suite

(9 sessions, 06/03/25-07/10/25; no class on 06/19/25-06/26/25)

067201 T & Th 5:45 pm-9:00 pm BAS/F600 Staff

Maximize your digital design skills with this introductory adobe Creative Cloud course focusing on Photoshop, Illustrator, and InDesign, learn the programs for creating content for print, the web, and mobile. **Prerequisite: Basic computer skills. Students should bring a USB-C flash drive.**

#### Photoshop for Beginners

(5 sessions, 06/04/25-07/9/25; no class on 06/11/25)

669601 Wednesday 5:45 pm-9:00 pm BAS/F600 Staff

Learn the fundamentals of Photoshop including image adjustments, color correction, layers, and retouching techniques. **Prerequisite: Basic computer skills.**

#### Web Design

(11 sessions, 06/03/25-07/08/25; no class on 06/19/25)

066401 T & Th 9:00 am-12:15 pm BAS/F600 Staff

Whether you want to create your own personal webpage or become a webmaster/web page designer for others, this course will teach you the basics. Especially for beginners: Learn basic website design including an introduction to programming scripts such as HTML, CSS, and JavaScript; website design elements including color choice, multimedia, links, and design elements and trends; creating a business and maintaining a website; SEO (Search Engine Optimization); registering a domain name and server account. **Prerequisite: Basic computer skills.**

### INFORMATION TECHNOLOGY

#### IT Tech Support/CompTIA A+ Certification Exam Preparation Course "BOOTCAMP"

(23 sessions, 06/02/25-07/10/25; no class on 06/19/25)

665601 M - Th 8:30 am-12:15 pm BAS/F603 Staff

665602 M - Th 5:30 pm-9:15 pm BAS/F603 Staff

This course prepares students for certification. The exam is designed to certify the competency of entry level PC computer service professionals in installing, maintaining, customizing, and operating personal computers training. Our curriculum is designed to prepare students as tech support specialists. Instruction includes computer repair, introduction to basic computer theory, hardware components of a computer system, motherboards, microprocessors, memory, hard drives, sound, video, and wireless adapters. Maintenance of operating systems such as Windows 7 and above, cloning and data recovery, antivirus, and spyware will also be covered, as well as network basics, network equipment, wireless, servers, and sharing resources as well. This is an excellent beginning course for students wanting to become certified, enter the IT field, and/or the networking classes.

