

# *Fall 2025*





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**IMPORTANT!**

**Avoid the disappointment of a canceled class—register early at [alc.vbschools.com](http://alc.vbschools.com). Please see refund and withdrawal policies on page 4.**

**ALC classes are for students 18 years and older.**

The Adult Learning Center follows Virginia Beach City Public Schools rules and regulations for all schools. [schoolboard.vbschools.com](http://schoolboard.vbschools.com)  
Students are expected to adhere to School Board policies. This facility is a non-smoking, drug-free environment.

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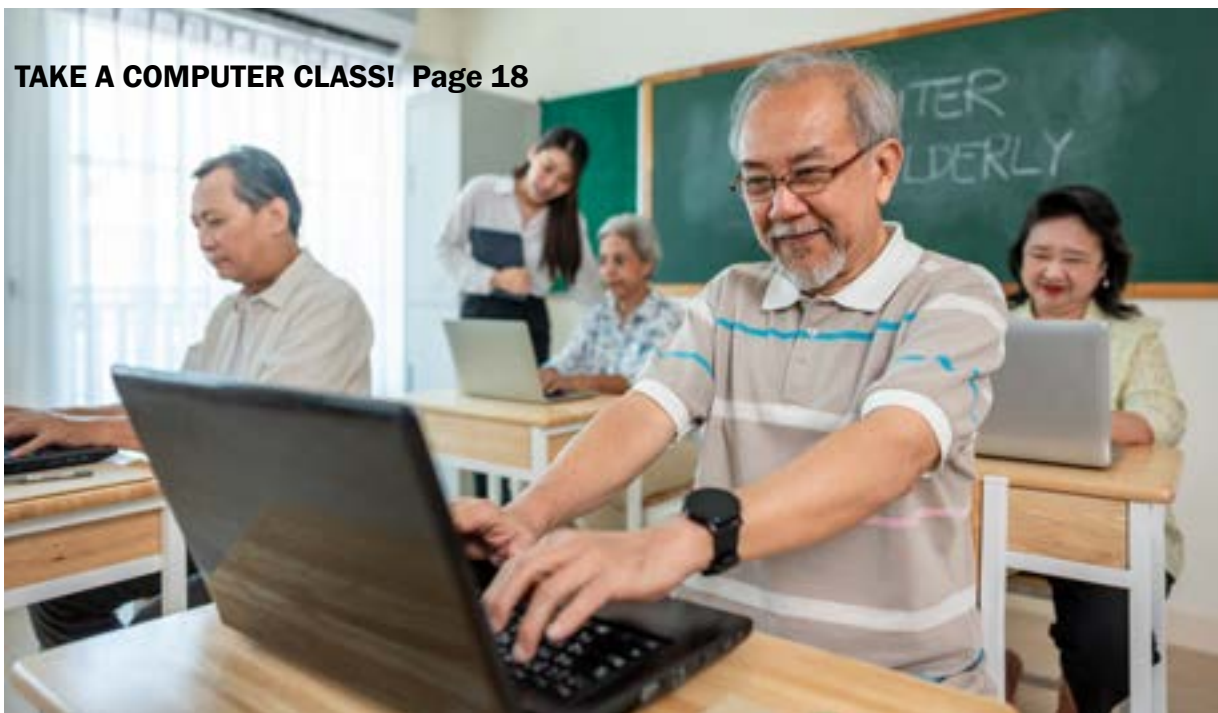
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## Adult Learning Center Office Hours & School Information

**Office Hours:** 8:00 AM to 4:00 PM, Monday through Friday and 6:00 PM to 8:00 PM, Monday through Thursday. Business transactions must be concluded by 3:30 PM. Limited evening hours and closed on Fridays June 27 through August 8. Please call before visiting.

**Location:** 5100 Cleveland St, Virginia Beach, VA 23462

**Phone:** 757-648-6050

**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.

**Classes will not be held on these dates:** September 1, November 11, November 26 - 28, December 22 - January 2, and January 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](http://vbschools.com) or you can call 757-263-1000.

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

**Please see pages 42 and 43 for registration information for the English Language Acquisition and G E D® Credential/Adult Basic Education programs.**



## Community Education Registration

**Four easy ways to register for Community Education courses**

1. Online with a credit card at [alc.vbschools.com](http://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.

**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 <https://www.theworkforcecouncil.org/> for eligibility information. HRWC funding may be subject to change.

**Senior discounts** 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 valid 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.

**1-on-1 classes are available throughout the semester.**

Register online 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.

## LICENSED PRACTICAL NURSING (LPN) Adult Estimated Cost: \$7,200.00

Ranked the #1 Practical Nursing Program in Virginia by [NursingSchoolsAlmanac.com](https://www.nursingschools.com), [NursingProcess.org](https://www.nursingprocess.org), and [PracticalNursing.org](https://www.practicalnursing.org), the Virginia Beach School of Practical Nursing sets the standard for excellence in nursing education.

Our program boasts a 100% NCLEX pass rate for 12 consecutive years (2013–2025)—a testament to the quality of instruction and support our students receive. As one of the most affordable LPN programs in Hampton Roads, we make high-quality nursing education accessible to aspiring healthcare professionals.

Students train in state-of-the-art labs and participate in on-site clinicals, gaining real-world experience that prepares them for success in the field.

Upon successful completion of the program, graduates receive a Certificate in Practical Nursing and are eligible to apply to the Virginia Board of Nursing to take the NCLEX-PN (National Council Licensure Examination for Practical Nurses).

**Join a program with a proven track record and a commitment to your future in nursing.**



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 August 2026:

- Step 1: Applications begin February 2, 2026: 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-study/licensed-practical-nursing>
- Step 2: The application deadline is May 6, 2026 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 (most current version) at a testing center or online. 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.



## Learn About Our Exciting Healthcare Programs!

Affordable Classes

Externships

Day/Evening Sessions

Online Programs

### Medical Career Information Session at ALC

Thursday, September 11, 2025, 6:00 PM to 7:00 PM, 5100 Cleveland Street, Virginia Beach

Register 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<sup>®</sup> 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.

### 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), Sep 22 to Jan 15, 6:00 PM-9:30 PM,  
Monday, Tuesday & Thursday

3536 (02), Sep 22 to Jan 15, 9:00 AM-12:30 PM,  
Monday, 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 <https://www.theworkforcecouncil.org/>

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



**Avoid the disappointment of a canceled class.**  
**Register early online at [alc.vbschools.com](http://alc.vbschools.com).**  
**Please see school policies on page 4.**

**ALC classes are only for students 18 years and older.**



## 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), Sep 17 to Jan 21, 6:00 PM-9:30 PM, Wednesday  
Class will not meet Nov 26 and Dec 17 through Jan 2

## 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), Sep 9 to Dec 4, 6:00 PM-9:30 PM,  
Tuesday & Thursday

## 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), Sep 29 to Nov 24, 6:00 PM-9:30 PM,  
Monday, Tuesday & Thursday

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



Follow us on Instagram: [@alc\\_vbcps](#)



Follow us on X: [@ALC\\_VB](#)



Follow us on Facebook: [@ALCVBSchools](#)

## MEDICAL ADMINISTRATIVE ASSISTANT

**\$1199 50 classroom hours + 80 hour externship**

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), Oct 27 to Jan 8, 6:00 PM-9:30 PM,**

**Monday & Thursday**

**Class will not meet Nov 27 and Dec 12 through Jan 2**

## 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), Sep 29 to Nov 24, 9:00 AM-12:30 PM,**

**Monday, Tuesday & Thursday**

**3505 (02), Oct 13 to Dec 9, 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), Oct 10, 12:30 PM-4:30 PM, Friday**

**3537 (02), Nov 21, 12:30 PM-4:30 PM, Friday**

## FIRST AID

**\$104**

This 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), Oct 10, 9:00 AM-11:30 AM, Friday**

**3538 (02), Nov 21, 9:00 AM-11:30 AM, Friday**

## BLOODBORNE PATHOGENS CERTIFICATION

**\$55**

This 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), Oct 10, 8:00 AM-9:00 AM, Friday**

**3539 (02), Nov 21, 8:00 AM-9:00 AM, Friday**



**Need more Medical Career Training info?**

**Call 757-648-6050 extension 64608**



## 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.
3. Classes are held at Tidewater Medical Training, 1300 Diamond Springs Rd, Suite 102, Virginia Beach VA, 23455.

## 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**

**15 classes @ 5 hours each**

**3550 (01), Sep 9 to Oct 21, 5:00 PM-10:00 PM,**

**Tuesday & Thursday—Must be available from 2:30-11:00 PM for Clinical Internship.**

## CERTIFIED NURSE AIDE

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

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), Oct 24 to Dec 19, 7:00 AM-3:00 PM,**

**Monday through Friday**

**3548 (02), Oct 24 to Dec 19, 5:00 PM-10:00 PM,**

**Monday through Friday—Must be available from**

**2:30 PM-11:00 PM for Clinical Internship.**

## 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>

## Learn About Being A Nationally Certified Personal Trainer

**Wednesday, September 17, 2025, 6:30 PM EDT**

Learn All About The Ways You Can Get Nationally Certified As A Personal Trainer & More! Register for LEARN YOUR WAY Information Session at <https://attendee.gotowebinar.com/register/1911305698979135832>. After registering, you will receive a confirmation email containing information about joining the webinar.

### Personal Trainer Certification Hybrid (Virtual Lectures + In-person Practical Skills Labs)

**\$850 30 hours + 30-hour optional internship**

**Unlock Your Fitness Career with Expert Training.** Turn your fitness passion into a professional career. Our expert-led program equips you with the knowledge and hands-on experience needed to thrive in the field.

**Why Choose Our Program? Hybrid Learning Experience:** Enjoy the flexibility of virtual LIVE lectures combined with the only in-person practical skill labs in the industry.

**Comprehensive Curriculum:** Dive deep into 15 hours of essential topics, including anatomy, exercise physiology, kinesiology, biomechanics, and nutrition.

**Hands-On Training:** Master assessing clients, stretching, warm-ups/cool-downs, exercise analysis, and program design through practical skill labs.

**NCCA Accredited:** This certification is recognized for 3 college credits towards a degree, ensuring your education is valuable and respected.

**National Test Vouchers Included:** Save \$450 with included national test vouchers and gain extra access to our online video-enhanced CPT course at no additional cost.

**Career Support:** Benefit from our 30-hour optional employer internship, helping you step into jobs that highly value our unique certification.

**The Certified Personal Trainer qualifies with 2 other certifications to acquire the MASTER TRAINER Certificate!**

**Enroll Now!** Secure your spot and begin your journey toward becoming a Certified Personal Trainer. For more information and to enroll, contact us at 757-428-4796.

**Required textbook** (sold separately): *Fitness Professional's Handbook 8th Edition With HKPropel Access*, ISBN: 9781718217829. List price: \$109. Textbook is not available for purchase at the ALC.

**Please use the following links to purchase the textbook. Paperback:** <https://us.humankinetics.com/products/fitness-professionals-handbook-8th-edition-with-hkpropel-access/?rfsn=5664876.daaee25>.

**E-book:** <https://us.humankinetics.com/products/fitness-professionals-handbook-8th-edition-ebook-with-hkpropel-access/?rfsn=5664876.daaee25>.

2330 (01), Tuesday, Oct 7 to Nov 4, 6:30 PM - 9:30 PM, Virtual Lecture AND Saturday, Oct 11 to Nov 8, 12:00 PM - 3:00 PM, in-person, location to be determined. Nov 11 & 15 are study at home days when class will not meet. National Exam dates are Nov 18 & Nov 22.

### NEW! Personal Trainer Certification Course Virtual "LIVE" Format

**\$850 30 hours + 30-hour optional internship**

**LEARN YOUR WAY in 2025 (LIVE Virtual Lectures + LIVE Virtual Practical Skills Labs)**

Unlock Your Fitness Career with Expert LIVE Online Training! Join our new VIRTUAL "LIVE" Personal Trainer Certification Course starting October 7!! Engage your teacher right then and there with questions AT HOME OR WORK on core knowledge lecture material on how the body functions during exercise or follow the step-by-step skill labs on leading clients. Be critiqued as it happens each week on the spot. Learning your way has never been easier or better!!

**Course curriculum will be the same as Personal Trainer Certification Hybrid course listed above.**

**Required textbook** (sold separately): *Fitness Professional's Handbook 8th Edition With HKPropel Access*, ISBN: 9781718217829. List price: \$109. Textbook is not available for purchase at the ALC.

**Please use the following links to purchase the textbook. Paperback:** <https://us.humankinetics.com/products/fitness-professionals-handbook-8th-edition-with-hkpropel-access/?rfsn=5664876.daaee25>.

**E-book:** <https://us.humankinetics.com/products/fitness-professionals-handbook-8th-edition-ebook-with-hkpropel-access/?rfsn=5664876.daaee25>.

2331 (01), Tuesday, Oct 7 to Nov 4, 6:30 PM - 9:30 PM, Virtual AND Saturday, Oct 11 to Nov 8, 12:00 PM - 3:00 PM, Virtual. Nov 11 & 15 are study at home days when class will not meet. National Exam dates are Nov 18 & Nov 22.

**PLEASE NOTE:** The schedule matches the Personal Trainer Certification Hybrid course except ALL classes are online.

### BONUS TOWARDS MASTER TRAINER CERTIFICATE

The first 10 NEW registering students will receive the online Medical Fitness Certification at no cost (\$599 value.) Call 757-428-4796 if you have questions. **PLEASE NOTE:** Students must have 3 of our 6 certifications to receive the Master Trainer Certificate.

## 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/vbale-course-registration/>

Courses are available after registration.

#### GROUP FITNESS CERTIFICATION COURSE HYBRID (Virtual lectures + In-person practical skills labs)

\$650 - Written and practical test vouchers 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.

#### 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

#### 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



For more details contact us at 757-428-4796 or [www.witseducation.com](http://www.witseducation.com)

**W.I.T.S. | The Trusted Authority in Fitness Education & Certification**

\*\*Ask about our Master Trainer Credential\*\*





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 a 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:

- pregnancy or parenthood.
- homeless.
- disability, foster care recipient.
- low income (SNAP, TANF, SSI, or federal poverty guidelines).
- live in a high poverty area.

**For more information, please contact the ALC at 757-648-6050.**



The Foundations Transition Program is an equal opportunity employer/program and auxiliary aids and services are available upon request to individuals with disabilities. VA Relay: 7 1 1. The Foundations Transition Program is funded 100% (\$160,000) through WIOA Title I funds via an award made to Virginia Beach City Public Schools via Hampton Roads Workforce Council via pass through entity Virginia Department of Workforce Development and Advancement.

## Join our team. Teach at the ALC!

Offering quality education to Hampton Roads for over 50 years.



Join Our Team

Do you have expertise in a certain subject or field that you would like to share with the community at large? The ALC is looking for talented instructors to create new Community Education courses that are timely, beneficial, and fun.

Your experience, background and subject-matter expertise in ART, DRAWING, BUSINESS, POTTERY and more are what could make you a good fit for the ALC, and you wouldn't even need a teaching license!

If you would like to submit a course for consideration, please complete the course proposal form found on our website at <https://adultlearning.vbschools.com/school/employment> and submit it to our Community Education Department. One of our program planners will contact you. Email your completed course proposal form to [alcinfo@vbschools.com](mailto:alcinfo@vbschools.com).

## Share your passion and expertise.





### **NEW! PUBLISH IT YOURSELF: BOOK PUBLISHING WORKSHOP**

\$135

Learn how to publish your own book and sell it on Amazon. Watch and work along as we publish a book from start to finish as a paperback and as an e-book on Kindle Direct Publishing. Publish the manuscript for your novel, memoir, children's book, nonfiction how-to guide, textbook, or poetry collection, and begin selling it on the world's largest bookstore. Work through the entire publishing process: writing, editing, design, formatting, production, marketing, and more. Learn through personalized coaching, lecture & discussion, hands-on exercises, and peer interaction. A supplementary website is available with additional information and links to publishing resources. Bring your laptop and work on your project. Publish your book at a very low cost with the Amazon KDP system. **PLEASE NOTE:** The ALC is not responsible for any damage, loss, or replacement of your personal device.

**McCandless**

7 classes @ 2 hours each at Adult Learning Center  
2208 (01), Oct 1 to Nov 12, 6:00 PM-8:00 PM, Wednesday

### **STOCK MARKETS 101**

\$37 Senior Price \$29

The stock market is often confusing and a mystery to many. This course will demystify and educate you on the basics of the stock market. You will learn how powerful the stock market is in bringing wealth to the masses.

**Moorjani**

1 class @ 2 hours at Adult Learning Center  
2235 (01), Jan 21, 6:00 PM-8:00 PM, Wednesday

### **NEW! GENERATION ENTREPRENEURS WORKSHOP (SCALING, SALES, & BUSINESS LITERACY)**

\$45

This course is designed to equip aspiring entrepreneurs and business professionals with the essential practices, techniques, and skills to attract customers, close deals, and scale their businesses. Participants will learn proven sales techniques, business development strategies, and client relationship management practices, gaining hands-on experience through interactive sessions. Whether you're starting a new business or improving skills, this course will provide the tools and confidence needed to succeed.

**Dulce Media Agency, LLC**

3 classes @ 2 hours each at Adult Learning Center  
2249 (01), Sep 13 to Oct 11, 11:00 AM-1:00 PM, Saturday

### **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), Jan 27 to Jan 28, 6:00 PM-8:00 PM,  
Tuesday & Wednesday



**ALC classes are only for students  
18 years and older.**



**ETSY 101: BUILDING A SUCCESSFUL ETSY SHOP**

\$76

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. Get ready to increase your sales. Now is the time!

Hazley

2 classes @ 3 hours each at Adult Learning Center

2245 (01), Dec 8 to Dec 9, 6:00 PM-9:00 PM,

Monday &amp; Tuesday

**NEW! ASPIRING WRITER TO PUBLISHED AUTHOR**

\$68 Senior Price \$52

Writing a book is a craft, but publishing it is a business. Whether you've completed a manuscript or just begun, this beginner's course on the basics of publishing will prepare you for the business side of the book industry and walk you through the steps to delivering your book (or ebook) into the hands and hearts of readers. Topics will include the 3 types of publishing paths and their pros/cons, how to determine whether you need an ISBN or copyright, writing a query letter and book proposal, choosing Beta readers, editors, and proofreaders, 3 types of editing and finding a literary agent. You will also learn how to avoid scammers, receive tips for manuscript formatting and other valuable resources.

McAbee

3 classes @ 1.5 hours each at Adult Learning Center

2206 (01), Sept 11 to Sep 25, 6:30 PM-8:00 PM, Thursday

**1-ON-1 RÉSUMÉ & JOB SEARCH VIRTUAL**

\$157

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 45.***NEW! MARKETING YOURSELF TO EMPLOYERS: A COMPREHENSIVE JOB SEARCH BOOTCAMP**

\$97 Senior Price \$74

Has your job search hit a roadblock? Recently laid off? Need to change from a federal job search to a civilian one? Get back on the path to career success with these proven job-search strategies. In this 4-session boot camp, we will cover crafting résumés that highlight your skills, networking, writing cover letters that help you stand out from the crowd, and preparing to wow employers during job interviews. This hands-on class will provide opportunities to practice your skills and get you ready to tackle your next job search with confidence.

**PREREQUISITE:** Basic computer skills, access to a computer and an email account outside of class.

Elliott

4 classes @ 2 hours each at Adult Learning Center

2217 (01), Oct 6 to Oct 27, 6:00 PM-8:00 PM, Monday



**Avoid the disappointment of a canceled class—register early at [alc.vbschools.com](http://alc.vbschools.com).**

**Please see refund and withdrawal policies on page 4.**

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



**NEW! CIVIC ENGAGEMENT & ADVOCACY: A GUIDE TO ACTIVE CITIZENSHIP**

\$40

This course empowers residents to become engaged citizens by providing practical knowledge of how state government functions and the best way to connect effectively with their elected representatives. Participants will learn how to research legislative issues, formulate clear advocacy strategies, and communicate persuasively with policymakers. Step-by-step guidance is offered on navigating the legislative process and organizing impactful actions. Upon completion, participants will feel confident, equipped and empowered to take specific actions to engage state representatives and advocate for their community.

Greenhalgh

2 classes @ 2 hours each at Adult Learning Center

2251 (01), Oct 15 to Oct 22, 6:00 PM-8:00 PM, Wednesday

**NEW! CONFIDENTLY SPEAKING: THE ART OF PUBLIC SPEAKING**

\$97 Senior Price \$74

Conquer your fear of public speaking and step into the spotlight with confidence! Whether you're addressing a crowd or leading a meeting, this dynamic course will help you overcome nerves, sharpen your delivery, and engage any audience. Learn practical techniques to craft compelling speeches, use storytelling and acting skills to connect authentically, and keep your listeners hooked from start to finish. You'll walk away not just prepared—but excited—for your next speaking opportunity.

Rosini

4 classes @ 2 hours each at Adult Learning Center

2229 (01), Sep 16 to Oct 7, 6:00 PM-8:00 PM, Tuesday

**NEW! SPEAK WITH IMPACT: EXPRESS, ENGAGE, & INSPIRE**

\$97 Senior Price \$74

Boost your confidence and communication skills using proven acting techniques. In this hands-on course, you'll learn to use voice, body language, and storytelling to express yourself clearly and connect more effectively—whether you're talking with family, friends, colleagues, or your online audience. Walk away with the tools to speak with presence, listen with empathy, and communicate confidently in any setting.

Rosini

4 classes @ 2 hours each at Adult Learning Center

2231 (01), Jan 6 to Jan 27, 6:00 PM-8:00 PM, Tuesday



# Driver's Education Through Joyners Driver Improvement School

Recognized by the Division of Motor Vehicles.

**PLEASE NOTE:** Online classes contain the registration link at the bottom of the description. Register for the in-person class using the ALC's website: <https://adultlearning.vbschools.com/students/registration>

## **NEW! CLASSROOM DRIVER IMPROVEMENT IN-PERSON**

\$120

The In-person Driver Improvement Course is a comprehensive, interactive program offered by Joyners Driver Improvement School and designed to enhance safe driving skills and knowledge. Participants will utilize a user-friendly platform that includes engaging multimedia content, quizzes, and practical scenarios. The curriculum covers essential topics such as defensive driving techniques, understanding traffic laws, hazard recognition, and the impact of distractions and alcohol on driving performance. Each module is designed to promote critical thinking and reflection on personal driving habits. Overall, this course aims to promote safer driving behaviors and reduce the risk of accidents, fostering a culture of responsible and informed road use. Upon completion, participants receive a certificate that may qualify for insurance discounts or fulfill court requirements.

Valid photo identification is required for class. Students should register with ALC before start of class to make payment.

1 class @ 6 hours at Adult Learning Center

Class dates may be rescheduled

2297 (01) Sep 27, 9:00 AM-3:00 PM, Saturday

2297 (03) Nov 22 9:00 AM-3:00 PM, Saturday

2297 (02) Oct 25, 9:00 AM-3:00 PM, Saturday

2297 (04) Jan 24, 9:00 AM-3:00 PM, Saturday

## **NEW! ONLINE DRIVER IMPROVEMENT VIRTUAL**

\$120

This Online Driver Improvement Course is a comprehensive, interactive program designed to enhance safe driving skills and knowledge. Participants can access the course from the convenience of their own home, utilizing a user-friendly platform that includes engaging multimedia content, quizzes, and practical scenarios. The curriculum covers essential topics such as defensive driving techniques, understanding traffic laws, hazard recognition, and the impact of distractions and alcohol on driving performance. Each module is designed to promote critical thinking and reflection on personal driving habits. The course also offers flexible scheduling, allowing participants to progress at their own pace, with support available from certified instructors whenever needed. Upon completion, participants receive a certificate that may qualify for insurance discounts or fulfill court requirements. Overall, this course aims to promote safer driving behaviors and reduce the risk of accidents, fostering a culture of responsible and informed road use. **PREREQUISITE:** Student must be 18 years of age, able to work independently, and be comfortable using a computer. Valid photo identification is required for testing. Upon completion, participants receive an electronic certificate.

To register for this virtual course, visit the link below for the Adult Learning Center's Online Driver Improvement Course:

<https://www.va-drivercourses.com/clickIn.php?schoolID=558>

## **NEW! ONLINE 8-HOUR DRIVER'S MANUAL VIRTUAL**

\$169

The DMV Virginia manual online course is designed to provide individuals with a comprehensive overview of the rules and regulations related to driving in Virginia. This course covers essential topics such as:

1. Road Signs
2. Traffic Laws: Detailed explanation of state traffic laws, speeding regulations, and right-of way rules.
3. Safe Driving Practices: Techniques for maintaining safety on the road, including defensive driving strategies.
4. Alcohol and Drugs: Information on the effects of substances on driving and the legal implications.
5. Accident Procedures: Steps to take in the event of an accident, including reporting requirements.
6. Driving Conditions: Guidance on how to handle different driving conditions, such as bad weather or night driving.
7. Vehicle Maintenance: Basics of maintaining a vehicle to ensure it operates safely.

The course is typically interactive, often featuring quizzes and instructional videos to reinforce learning, and can be taken at the user's own pace. Upon completion, participants receive an electronic certificate.

To register for this virtual course, visit the link below for the Adult Learning Center's Online 8-Hour Driver's Manual Course:

<https://www.va-drivercourses.com/clickIn.php?schoolID=558>

**Avoid the disappointment of a canceled class—register early at [alc.vbschools.com](http://alc.vbschools.com).**

**Please see refund and withdrawal policies on page 4.**

**ALC classes are only for students 18 years and older.**



## GOOD TO KNOW!

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

### 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), Sep 25, 8:30 AM-11:30 AM, Thursday

2670 (02), Nov 18, 6:00 PM-9:00 PM, Tuesday

2670 (03), Dec 11, 6:00 PM-9:00 PM, Thursday

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### CANVA GRAPHICS! DESIGN FOR BEGINNERS!

\$76

Learn the basics of graphic design using Canva, a popular design program, and enhance your skills and broaden your knowledge of design software and technology. This course will teach the fundamentals of Canva and design technology using demonstrations, guided in-class assignments, and a hands-on approach.

Hazley

2 classes @ 3 hours each at Adult Learning Center

2671 (01), Oct 14 to Oct 15, 6:00 PM-9:00 PM,  
Tuesday & Wednesday

2671 (02), Jan 12 to Jan 13, 6:00 PM-9:00 PM,  
Monday & Tuesday

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### 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), Dec 18, 8:30 AM-11:30 AM, Thursday

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### EBAY BASICS

\$59 Senior Price \$46

Have something to sell? New to eBay? This course provides step-by-step instruction for beginners on how to set up your account, create strong passwords, and list and sell your items for the best price. Tips on taking pictures of your item and when is the best time of day to list it. **PREREQUISITE:** Basic computer skills.

Schmidt

2 classes @ 3 hours each at Adult Learning Center

2664 (01), Nov 19 to Nov 20, 2:00 PM-5:00 PM,  
Wednesday & Thursday

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### 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 is not responsible for any damage, loss, or replacement of your personal device.

Burrus

1 class @ 2 hours at Adult Learning Center

2676 (01), Oct 7, 6:30 PM-8:30 PM, Tuesday

2676 (02), Nov 24, 6:30 PM-8:30 PM, Monday

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### 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), Sep 29, 6:30 PM-8:30 PM, Monday

2678 (02), Dec 2, 6:30 PM-8:30 PM, Tuesday

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### NEW! MS TEAMS INTRODUCTION

\$51 Senior Price \$42

MS Teams is the Microsoft hub for easily connecting with people and providing a workspace for teams to communicate and collaborate. Do you have any idea of how to even start Teams? This beginner's class will give an introduction/overview of Teams. You will learn how to join Team meetings, set up meetings, and much more.

**PREREQUISITE:** Basic computer skills.

Schmidt

1 class @ 3 hours at Adult Learning Center

2658 (01), Sep 11, 6:00 PM-9:00 PM, Thursday

2658 (02), Oct 23, 2:00 PM-5:00 PM, Thursday

2658 (03), Nov 18, 8:30 AM-11:30 AM, Tuesday

2658 (04), Dec 8, 6:00 PM-9:00 PM, Monday

2658 (05), Jan 15, 6:00 PM-9:00 PM, Thursday

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## Basics

### COMPUTER BASICS

\$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), Sep 2 to Sep 11, 8:30 AM-12:00 PM,  
Tuesday, Wednesday & Thursday

2601 (02), Sep 16 to Sep 25, 2:00 PM-5:30 PM,  
Tuesday, Wednesday & Thursday

2601 (03), Oct 7 to Oct 16, 5:30 PM-9:00 PM,  
Tuesday, Wednesday & Thursday

2601 (04), Nov 5 to Nov 20, 5:30 PM-9:00 PM,  
Wednesday & Thursday

2601 (05), Jan 6 to Jan 15, 2:00 PM-5:30 PM,  
Tuesday, Wednesday & Thursday

### MS OFFICE 365/2019 OVERVIEW

\$143 Senior Price \$110

An overview of the Microsoft Office Suite 365/2019 (Outlook, 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), Sep 16 to Sep 24, 8:30 AM-11:30 AM,  
Tuesday, Wednesday & Thursday

2621 (02), Oct 21 to Oct 29, 6:00 PM-9:00 PM,  
Tuesday, Wednesday & Thursday

2621 (03), Dec 2 to Dec 10, 6:00 PM-9:00 PM,  
Tuesday, Wednesday & Thursday

2621 (04), Jan 20 to Jan 28, 2:00 PM-5:00 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), Oct 9 to Oct 14, 8:30 AM-11:30 AM,

Thursday & Tuesday

2660 (02), Nov 19 to Nov 20, 8:30 AM-11:30 AM,

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

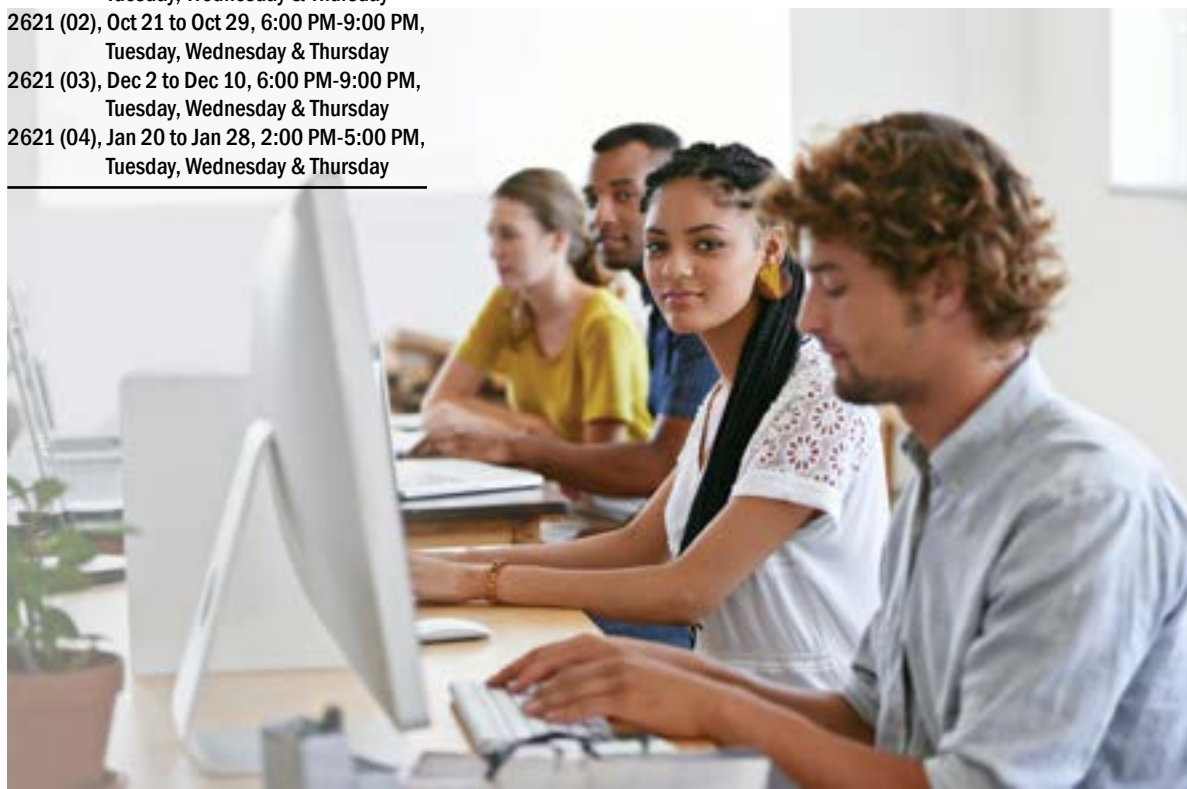
1 class @ 3 hours at Adult Learning Center

2667 (01), Oct 30, 6:00 PM-9:00 PM, Thursday

2667 (02), Dec 11, 8:30 AM-11:30 AM, Thursday

2667 (03), Jan 29, 2:00 PM-5:00 PM, Thursday

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



# 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), Nov 5 to Nov 6, 2:00 PM-5:00 PM,

Wednesday & Thursday

2634 (02), Dec 16 to Dec 17, 8:30 AM-11:30 AM,

Tuesday & Wednesday

## 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), Sep 2 to Sep 4, 2:00 PM-5:00 PM,

Tuesday, Wednesday & Thursday

2636 (02), Sep 30 to Oct 2, 2:00 PM-5:00 PM,

Tuesday, Wednesday & Thursday

2636 (03), Oct 28 to Oct 30, 2:00 PM-5:00 PM,

Tuesday, Wednesday & Thursday

2636 (04), Jan 27 to Jan 29, 8:30 AM-11:30 AM,

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), Oct 7 to Oct 9, 2:00 PM-5:00 PM,

Tuesday, Wednesday & Thursday

2638 (02), Nov 12 to Nov 18, 2:00 PM-5:00 PM,

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), Sep 9 to Sep 11, 5:00 PM-5:00 PM,

Tuesday, Wednesday & Thursday

2640 (02), Sep 30 to Oct 2, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2640 (03), Dec 16 to Dec 18, 2:00 PM-5:00 PM,

Tuesday, Wednesday & Thursday

2640 (04), Jan 20 to Jan 22, 8:30 AM-11:30 AM,

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), Oct 29 to Nov 13, 8:30 AM-11:30 AM,

Wednesday & Thursday

2656 (02), Jan 20 to Jan 29, 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), Sep 16 to Sep 25, 6:00 PM-9:00 PM

Tuesday, Wednesday & Thursday

2644 (02), Oct 15 to Oct 28, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

2644 (03), Dec 2 to Dec 11, 2:00 PM-5:00 PM,

Tuesday, Wednesday & Thursday

2644 (04), Jan 6 to Jan 15, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

# IMPORTANT!

Avoid the disappointment of a canceled class—register early at [alc.vbschools.com](http://alc.vbschools.com).

Please see refund and withdrawal policies on page 4.

**ALC classes are only for students 18 years and older.**



**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), Sep 2 to Sep 10, 6:00 PM-9:00 PM,

Tuesday, Wednesday &amp; Thursday

2650 (02), Sep 30 to Oct 8, 8:30 AM-11:30 AM,

Tuesday, Wednesday &amp; Thursday

2650 (03), Dec 2 to Dec 10, 8:30 AM-11:30 AM,

Tuesday, Wednesday &amp; Thursday

2650 (04), Jan 6 to Jan 14, 6:00 PM-9:00 PM,

Tuesday, Wednesday &amp; Thursday

**MS EXCEL 365/2019 LEVEL 2**

\$143 Senior Price \$110

Do you know the basics of Excel and would like to go to the next level? Do not let the names of the topics to be covered intimidate you. They are not difficult. Topics covered will be more advanced functions such as the If, VLookup, and other functions and the creation of Named Ranges and how to use them. Learn how to create your own ribbons, and how to connect to other programs, such as using Excel as the data for a mail merge. You will get an introduction to Macros (no programming knowledge necessary). Everything will be taught in a simple easy way. **PREREQUISITE:** 2650, MS Excel 365/2019 Simplified or equivalent experience.

Schmidt

5 classes @ 3 hours each at Adult Learning Center

2652 (01), Oct 14 to Oct 22, 2:00 PM-5:00 PM,

Tuesday, Wednesday &amp; Thursday

**1-ON-1 COMPUTER**

\$256

If you need more help than we offer in our computer classes, consider a 1-on-1 where you choose what you want to learn. **PLEASE NOTE: If you are unsure of what type of class you need, the instructor will be happy to discuss it with you before you register. Please call the ALC at 757-648-6050 to leave your name and phone number for the instructor to call you.**

Whether you need to learn the basics or already have some computer skills, the instructor will tailor a class just for you. Need to learn how to use your computer from the very beginning? We can help with that. Want to take your Microsoft project to the next level.? We can help with that, too. This is a great class to learn the in's and out's of using Microsoft to it's full advantage. No previous knowledge is needed, although knowing how to use the mouse is helpful for basic computer skills. For help with projects, you should take Computer Basics (2606) or have equivalent knowledge. Microsoft software includes Word, Excel, Access, PowerPoint, Publisher, OneNote, and Outlook.

1-on-1 classes are available throughout the semester. 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. **Save and bring your course confirmation letter to the first class to receive instructions on purchasing discounted software.**

Schmidt

3 classes @ 2 hours each at Adult Learning Center

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



## 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 step up your cookie decorating skills. **PLEASE NOTE: Icing and cookie decorating classes are on pages 22 and 23.**

### NEW! THE ROYAL TOUCH: ROYAL ICING 101

\$70

Love decorating cookies but can't quite crack the code on royal icing? This beginner-friendly class is your perfect starting point! Learn how to make royal icing from scratch, adjust consistency for outlining and flooding, mix vibrant colors, and master basic piping techniques. Whether you're prepping for a holiday baking spree or want to level up your decorating game, this class will give you the confidence and skills to create beautifully decorated cookies fit for a queen or king. **PLEASE NOTE:** Students will decorate and take home their creations. Tuition includes supplies.



Schaefer

1 class @ 2.5 hours at Adult Learning Center

2709 (01), Sep 27, 10:00 AM-12:30 PM, Saturday

Registration for 2709 (01) closes 9/25/25. Student-initiated refunds will not be permitted after this date.

2709 (02), Nov 6, 6:00 PM-8:30 PM, Thursday

Registration for 2709 (02) closes 11/4/25. Student-initiated refunds will not be permitted after this date.

### NEW! FALL IN LOVE: COOKIE DECORATING

\$55

Celebrate the cozy charm of autumn in our fall cookie decorating class. You'll learn how to decorate a delightful set of cookies featuring classic fall icons: a charming pumpkin, lush greenery and autumn leaves, a slice of delicious pie, and a vibrant monarch butterfly. Whether you're a beginner or looking to refine your piping skills, this class will guide you through essential decorating techniques using royal icing—including outlining, flooding, and layering for detail and dimension.

**PLEASE NOTE:** Students will decorate and take home their creations. Tuition includes supplies.

Schaefer

1 class @ 2 hours at Adult Learning Center

2721 (01), Sep 17, 6:00 PM-8:00 PM, Wednesday

Registration for 2721 (01) closes 9/15/25. Student-initiated refunds will not be permitted after this date.



### NEW! FRIGHTFULLY FROSTED: COOKIE DECORATING

\$55

Get into the Halloween spirit and learn how to decorate a spooky and sweet set of cookies featuring a haunted house, a friendly ghost, a fluttering bat, and a bubbling witches' brew cauldron. This class covers step-by-step decorating techniques using royal icing to bring these eerie designs to life, with just the right mix of creepy and cute.

**PLEASE NOTE:** Students will decorate and take home their creations. Tuition includes supplies.

Schaefer

1 class @ 2 hours at Adult Learning Center

2723 (01), Oct 16, 6:00 PM-8:00 PM, Thursday

Registration for 2723 (01) closes 10/14/25. Student-initiated refunds will not be permitted after this date.



**NEW! HOLIDAY JOY: COOKIE DECORATING**

\$55

Are you ready to pass along some holiday cheer? Learn to decorate a festive set of holiday cookies featuring some of the season's classics. Add a little sweetness to your gifting this season by topping presents with these sweet treats, gifting them to friends and loved ones, or sharing them during the popular cookie exchange. **PLEASE NOTE:** Students will decorate and take home their creations. Tuition includes supplies.

Schaefer

1 class @ 2.5 hours at Adult Learning Center

2725 (01), Dec 13, 10:00 AM-12:30 PM, Saturday

Registration for 2725 (01) closes 12/11/25. Student-initiated refunds will not be permitted after this date.

**NEW! XOXO, COOKIE CRUSH: COOKIE DECORATING**

\$55

Spread the love this season and celebrate with sweet, beautifully decorated cookies. You'll decorate a charming collection of Valentine-inspired cookies to indulge in or gift to that special someone. **PLEASE NOTE:** Students will decorate and take home their creations. Tuition includes supplies.

Schaefer

1 class @ 2.5 hours at Adult Learning Center

2727 (01), Jan 10, 10:00 AM-12:30 PM, Saturday

Registration for 2727 (01) closes 1/8/26. Student-initiated refunds will not be permitted after this date.

**NEW! FALL IN A BITE: AUTUMN CAKE POPS!**

\$45

Welcome the season with cozy, autumn-inspired cake pops! In this hands-on class, you'll learn how to shape, dip, and decorate festive cake pops that capture the warm, inviting spirit of Fall. Using seasonal colors and creative designs, you'll create treats perfect for gatherings, gifts, or simply enjoying the flavors of autumn, one bite at a time! **PLEASE NOTE:** Supplies included.

Thieman

1 class @ 2.5 hours at Adult Learning Center

2750 (01), Sep 13, 10:00 AM-12:30 PM, Saturday. Registration

for 2750 (01) closes 9/10/25. Student-initiated refunds will not be permitted after this date.

**NEW! SPOOKY & SWEET: HALLOWEEN CAKE POPS!**

\$45

Get spooky and sweet with Halloween-themed cake pops! In this hands-on class, you'll learn how to shape, dip, and decorate deliciously eerie treats perfect for parties, trick-or-treaters, or just getting into the Halloween spirit. From spooky colors to playful designs, you'll bring your creepy creations to life—no tricks, just treats! **PLEASE NOTE:** Supplies included.

Thieman

1 class @ 2.5 hours at Adult Learning Center

2752 (01), Oct 11, 10:00 AM-12:30 PM, Saturday

Registration for 2752 (01) closes 10/8/25. Student-initiated refunds will not be permitted after this date.

**NEW! MERRY & BRIGHT: HOLIDAY CAKE POPS**

\$45

Celebrate the season with this festive holiday cake pop class! You'll learn to craft and decorate delightful winter-themed cake pops—perfect for sharing, gifting, or adding sparkle to your holiday table. Spread holiday cheer with these sweet treats, one delightful bite at a time. **PLEASE NOTE:** Supplies included.

Thieman

1 class @ 2.5 hours at Adult Learning Center

2754 (01), Nov 8, 10:00 AM-12:30 PM, Saturday.

Registration for 2754 (01) closes 11/5/25. Student-initiated refunds will not be permitted after this date.

**ALC classes are only for students  
18 years and older.**



## Foodies, The Local's Market

Join us for an evening of cooking, learning, and laughs. Foodies is a locally owned and operated market focusing on artisan foods. These hands-on cooking classes are led by Chef Patrick, who will teach you how to prepare amazing gourmet meals. Students will enjoy their completed meal in the cozy tasting room with a chef's prepared dessert. All supplies are included. Bon appétit!

The address for classes held at Foodies, The Local's Market is 1060 Lynnhaven Parkway, #106, Virginia Beach 23452.

### NEW! KICKOFF CREATIONS: GAME DAY EATS

\$85

Get ready to score big flavor points with the ultimate game day menu made for snacking, sharing, and serious flavor! You'll make cheesy Philly cheesesteak rolls, rich and spicy queso dip with homemade tortilla chips, juicy meatballs packed with flavor, and a bubbling four-cheese mac and cheese bake. Bold, comforting, and perfect for a crowd—these winning bites are guaranteed to be the MVP of your next game day spread! **PLEASE NOTE:** Class includes all supplies.

Foodies

1 class @ 3 hours at Foodies, The Local's Market

2770 (01), Sep 24, 6:00 PM-9:00 PM, Wednesday

Registration for 2770 (01) closes 9/17/25. Student-initiated refunds will not be permitted after this date.



### NEW! BRUNCH ELEGANCE: CONTEMPORARY MID-DAY CUISINE

\$85

Bring a touch of sophistication to your weekend table in this delightful brunch experience. You'll create assorted elegant quiches, whip up both sweet and savory muffins, and master the art of the perfect omelette. Finish on a sweet note with irresistible dusted French toast bites ready to dip in maple syrup. It's classic brunch with a contemporary twist—delicious, refined, and sure to impress! **PLEASE NOTE:** Class includes all supplies.

Foodies

1 class @ 3 hours at Foodies, The Local's Market

2772 (01), Oct 8, 6:00 PM-9:00 PM, Wednesday

Registration for 2772 (01) closes 10/1/25. Student-initiated refunds will not be permitted after this date.



### NEW! SAVOR THE SIDES: ELEVATED SIDE DISHES

\$85

Take your side dishes from supporting role to star of the table in this hands-on class, designed for all skill levels. You'll learn to prepare a variety of elevated classics, including a cheesy squash casserole with a crunchy topping, sweet potatoes dressed up with creative gourmet options, hearty baked tortellini with beef and mozzarella, crispy fried Brussels sprouts with a sweet dried fruit compote, and golden, savory potato croquettes. Whether planning a holiday menu or just wanting to refresh your weeknight routine, these dishes are guaranteed to impress. **PLEASE NOTE:** Class includes all supplies.

Foodies

1 class @ 3 hours at Foodies, The Local's Market

2774 (01), Oct 29, 6:00 PM-9:00 PM, Wednesday

Registration for 2774 (01) closes 10/22/25. Student-initiated refunds will not be permitted after this date.



**NEW! HOLIDAY HORS D'OEUVRES:  
APPETIZERS REFINED**

\$85

Wow your guests this season with elegant, bite-sized delights in this festive and flavorful class! Learn to craft a stunning spread of refined hors d'oeuvres, including a variety of vibrant bruschetta (like a decadent butternut squash with goat cheese and fig jam on sourdough), buttery sweet potato biscuits filled with ham and honey mustard, creamy smoked salmon rillettes with cucumber, and perfectly grilled shrimp finished with a sweet chili glaze. These small plates pack big holiday flavor—perfect for entertaining in style! **PLEASE NOTE:** Class includes all supplies.

**Foodies**

1 class @ 3 hours at Foodies, The Local's Market

2778 (01), Nov 12, 6:00 PM-9:00 PM, Wednesday

Registration for 2778 (01) closes 11/5/25. Student-initiated refunds will not be permitted after this date.

**NEW! THE ART OF PASTA: SOUP IT OR SAUCE IT**  
\$85

Learn to make fresh pasta and master its versatility in this flavorful, hands-on class that brings Italian comfort to life. Whether bathed in broth or tossed in sauce, you'll explore two iconic preparations: a cozy, classic Italian Wedding Soup with tender meatballs, delicate pasta, and rich broth, and a stunning Linguine with Clams in a garlicky white wine sauce. Two styles, endless flavor—pasta perfection starts here! **PLEASE NOTE:** Class includes all supplies.

**Foodies**

1 class @ 3 hours at Foodies, The Local's Market

2780 (01), Dec 3, 6:00 PM-9:00 PM, Wednesday

Registration for 2780 (01) closes 11/25/25. Student-initiated refunds will not be permitted after this date.



**NEW! CATCH OF THE DAY: HEALTHY & SAVORY FISH**  
\$85

Kick off the New Year with fresh, flavorful dishes that align with your healthy eating goals. In this class, you'll explore three cooking methods—poaching, grilling, and searing—for perfectly preparing salmon and striped bass. Paired with bold spice rubs and vibrant sauces, these dishes are light, satisfying, and endlessly versatile. It's the perfect way to eat well without sacrificing taste.

**PLEASE NOTE:** Class includes all supplies.

**Foodies**

1 class @ 3 hours at Foodies, The Local's Market

2782 (01), Jan 7, 6:00 PM-9:00 PM, Wednesday

Registration for 2782 (01) closes 12/29/25. Student-initiated refunds will not be permitted after this date.

**BAKLAVA MADE EASY**

\$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. **PLEASE NOTE:** Supplies are included.

**Shtrepi**

1 class @ 2.5 hours at Adult Learning Center

2702 (01), Dec 3, 6:00 PM-8:30 PM, Wednesday







## 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, and others are too dark? Do 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. **REQUIRED TEXTBOOK:** *The Beginner's Photography Guide: The Ultimate Step-by-Step Manual for Getting the Most From Your Digital Camera*, May 28, 2024 ed. ISBN-13: 9780744099508. Textbook is not available for purchase at ALC.

Darracott

5 classes @ 2 hours each at Adult Learning Center  
3210 (01), Sep 2 to Sep 30, 6:00 PM-8:00 PM, Tuesday  
3210 (02), Nov 4 to Dec 9, 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. **REQUIRED TEXTBOOK:** *The Beginner's Photography Guide: The Ultimate Step-by-Step Manual for Getting the Most From Your Digital Camera*, May 28, 2024 ed. ISBN-13: 9780744099508. Textbook is not available for purchase at ALC.

Darracott

5 classes @ 2 hours each at Adult Learning Center  
3211 (01), Oct 2 to Oct 30, 6:00 PM-8:00 PM, Thursday

### NEW! THROUGH THE LENS: EXPLORING PHOTOGRAPHY IN COASTAL VIRGINIA

\$76

Get ready to embark on an unforgettable photographic journey with *Through the Lens: Exploring Photography in Coastal Virginia*! This dynamic 6-week hands-on course is perfect for beginner to intermediate photographers looking to elevate their skills in breathtaking real-world settings. Each week, you'll dive into a new, stunning location in Virginia Beach and Norfolk, honing your craft through a variety of exciting photography techniques—from composition and portraiture to street photography, macro, and architectural shots. With the expert guidance of an experienced instructor, you'll unlock the secrets of your camera, unleash your creative storytelling, and capture awe-inspiring images. Join us and discover the captivating beauty and diversity of Coastal Virginia while building your photography prowess! Perfect for those with a DSLR or mirrorless camera—let's make magic happen! **PREREQUISITE:** Students should be familiar with their camera's basic functions (turning it on, navigating menus, etc.). A brief introduction to manual mode is helpful but not required. Eagerness to learn and a willingness to experiment and participate in hands-on activities is essential. **EQUIPMENT NEEDED:** A DSLR or mirrorless camera with manual settings, a tripod (optional but recommended, especially for certain sessions), and basic lenses (kit lens is fine; a prime lens or macro lens is optional for certain weeks like portrait and macro photography).

Soule

1 class @ 6 hours at Gather Virginia Beach  
3209 (01), Oct 17, 10:00 AM-4:00 PM, Friday

Class is held at Gather Virginia Beach, 249 Central Park Ave, #300, Virginia Beach 23462



## Organize & Use Your Photos Creatively

### LOTS OF PHOTOS & OLD MEDIA? START HERE!

\$37 Senior \$29

Imagine all your photos organized and all in one place, stored permanently and securely, where you're able to find any photo in seconds. This introductory course will discuss ways to preserve, save, organize, and share all those photos and old media. This includes slides, home movies and other memorabilia too. This class will provide an overview of photo scanning, digitization options, digital photo hub organization, and how to choose the right cloud storage solution for your needs. Learn how to preserve outdated media (videotapes, slides, film reels, etc.). We will also briefly explore different ways to celebrate and share memories with photo gifts, framing, photo books and slide shows. There are no prerequisites for this class. If you hear "photo organization" and think, "Where do I even begin?", then this is the perfect course for you. This class is filled with great ideas and practical suggestions that will inspire you to get started. You'll be excited to start enjoying and sharing your photos.

Williams

1 class @ 2 hours at Adult Learning Center

3213 (01), Sep 10, 6:30 PM-8:30 PM, Wednesday

3213 (02), Oct 15, 6:30 PM-8:30 PM, Wednesday

### NEW! PICTURE PERFECT: CREATE YOUR OWN CUSTOM PHOTOBOOKS

\$42 Senior \$34

Make a keepsake photobook using free online software. Following step-by-step instructions, you will learn how to use the software and upload your photos to create your book. The free software will be available for your continued use after class is complete. This class is a great follow-on to the course *Lots of Photos & Old Media? Start Here!* **PLEASE NOTE:** Bring your digital photos on your smartphone, tablet, laptop, or thumb/flash drive. You will complete and order your book during the second class. While the software is free, the completed photo album will need to be purchased if you would like a printed copy. Prices start at \$19.99. **PREREQUISITE:** It is recommended that students complete *Lots of Photos & Old Media? Start Here!*, Course 3213.

Williams

2 classes @ 2 hours each at Adult Learning Center

3215 (01), Oct 1 to Oct 8, 6:30 PM-8:30 PM, Wednesday

### PHOTO ORGANIZATION: IT'S TIME TO SAVE YOUR OLD PHOTOS!

\$42 Senior Price \$34

Are your photos here, there and everywhere? This photo organization class is a great follow-on to the course *Lots of Photos & Old Media? Start Here!* (recommended prerequisite). Learn how to convert old media to the latest digital formats and see how to save, curate, organize, and share your photo and video memories. Briefly explore ways to celebrate your loved ones with custom photo gifts. In this class, you will receive a free photo storage account where you will learn to upload, organize, tag, and share photos with friends and family. Spending just 5 to 15 minutes at a time, you will quickly see how easily you can go from overwhelmed to overjoyed with your photos in less time than you think.

**PLEASE NOTE:** Bring your laptop, tablet and/or smart phone to class. ALC is not responsible for any damage, loss or replacement to your personal property. If you do not have a laptop, a limited number will be available during class.

Williams

2 classes @ 2 hours each at Adult Learning Center

3214 (01), Aug 20 to Aug 27, 6:30 PM-8:30 PM, Wednesday

3214 (02), Sep 17 to Sep 24, 6:30 PM-8:30 PM, Wednesday

3214 (03), Oct 22 and Nov 5, 6:30 PM-8:30 PM, Wednesday

### NEW! CREATING PHOTO GIFTS: CLICK, DESIGN, & DONE!

\$42 Senior \$34

Celebrate a graduation, a birthday, or a family tradition by creating special gifts or keepsakes like photo books, cards and stationery, drinkware, wall décor, calendars, blankets, puzzles, ornaments, and more. Following step-by-step instructions, you will learn how to use the design software and upload your photos to create your unique project. This class is a great follow-on to the course *Lots of Photos & Old Media? Start Here!* **PLEASE NOTE:** Bring your digital photos on your smartphone, tablet, laptop, or thumb/flash drive. You will complete and order your project during the second class. While the software is free, the completed project will need to be purchased. The free software will be available for your continued use after class is complete.

Williams

2 classes @ 2 hours at Adult Learning Center

3212 (01), Nov 12 to Nov 19, 6:30 PM-8:30 PM, Wednesday

## IMPORTANT!

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Please see refund and withdrawal policies on page 4.

**ALC classes are only for students 18 years and older.**



## 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), Oct 7 to Nov 4, 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), Nov 18 to Dec 9, 6:30 PM-7:30 PM, Tuesday

## Fabric & Yarn

### NEW! SEWING FOR FUN!

\$156 Senior Price \$119

Sewing doesn't have to be boring. This course will teach you how to properly use a sewing machine to make your own perfectly fitted garment. You will also learn to make alterations to existing clothing. No experience required. Note: Each student will work on an individual project and will choose the desired pattern and fabric.

**PLEASE NOTE:** Bring the following supplies to class: Sewing machine, 1 pair of scissors, 2 rolls of thread, 1 pattern of your choice, 1 box of sewing needles/pins, and fabric or a garment. Zippers/buttons as well as pattern/thread will be a personal selection. ALC is not responsible for any damage, loss, or replacement of your personal sewing machine.

Lemke

5 classes @ 3 hours each at Adult Learning Center

3228 (01), Oct 15 to Nov 12, 6:00 PM-9:00 PM, Wednesday

### 1-ON-1 SEWING FOR BEGINNERS

\$247

This 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:** Bring supplies for your project to the first class. Students need to provide all necessary materials including a sewing machine. ALC is not responsible for any damage, loss, or replacement of your personal sewing machine. Instructor is available on Monday and Wednesday mornings 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 45.*

### 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 is not responsible for any damage, loss, or replacement of your personal sewing machine. Instructor is available on Monday and Wednesday mornings 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 45.*



**NEW! BEGINNERS CROCHET: HOOK IT UP!**

\$94 Senior Price \$73

Join us for our beginner's class and learn the basics of crocheting. This class will introduce you to the history of crocheting, necessary materials, and how to crochet a scarf. You'll be on your way to hooking up your family and friends with fabulous scarves. These make great gifts, and who doesn't like a handmade gift? Crocheting is a great relaxing pastime that can be done while watching TV or waiting for appointments. Use those moments to create your works-of-art. **PLEASE NOTE:** Supply list is available online at [alc.vbschools.com](http://alc.vbschools.com). Please bring supplies to each class.

Shtrepi

4 classes @ 2 hours each at Adult Learning Center

3236 (01), Oct 1 to Oct 22, 6:00 PM-8:00 PM, Wednesday

**NEW! INTERMEDIATE CROCHET: BABY COUTURE CARDIGAN**

\$94 Senior Price \$73

Elevate your crochet skills while crafting a stylish, boutique-quality baby cardigan. Designed for intermediate crocheters, this class guides you through shaping, seaming, and decorative finishing techniques to create a couture-inspired piece perfect for gifting or a cherished keepsake. You'll gain confidence and skills while using elegant details to craft a stylish piece that's as adorable as it is refined. **PLEASE NOTE:** Supply list is available online at [alc.vbschools.com](http://alc.vbschools.com). Please bring supplies to each class.

Shtrepi

4 classes @ 2 hours each at Adult Learning Center

3239 (01), Oct 29 to Nov 19, 6:00 PM-8:00 PM, Wednesday

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



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Follow us on Facebook:  
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Follow us on Instagram:  
@alc\_vbcps

Avoid the disappointment of a canceled class—register online today at [alc.vbschools.com](http://alc.vbschools.com). Please see refund and withdrawal policies on page 4. Students residing outside of Virginia Beach will be charged a \$12.00 non-resident fee per course.

ALC classes are only for students 18 years and older.





## More DIYs To Love

### **NEW! CREATE YOUR GLOW: CANDLE MAKING FUN**

\$50

Join the owner of *Sugared Mango* for a hands-on candle making workshop! Learn the basics of choosing containers, wicks, waxes, and fragrances to create your own personalized candles. At the end of the class, you'll leave with custom-made candles that are as unique as your style. Perfect for beginners and candle enthusiasts alike! These make the perfect gift for family, friends, and coworkers. **PLEASE NOTE:** Supplies included in cost of tuition.

Sterling

1 class @ 2.5 hours at Sugared Mango

3217 (01), Oct 1, 6:00 PM-8:30 PM, Wednesday

3217 (02), Nov 8, 10:00 AM-12:30 PM, Saturday

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

### **NEW! MELT & POUR SOAP MAKING**

\$50

Get creative in this *Melt & Pour Loaf Soap* class, where you'll learn to craft safe, custom soap bars with vibrant colors, lovely scents, and nourishing additives. Master the art of layering, adding fun shapes, and designing a beautiful loaf that you can slice into unique, personalized bars. Whether you're a beginner or experienced, you'll leave with your own handmade soap and the skills to create more at home! **PLEASE NOTE:** Supplies included in cost of tuition.

Sterling

1 class @ 2 hours at Sugared Mango

3261 (01), Oct 22, 6:00 PM-8:00 PM, Wednesday

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

### **NEW! UNLOCKING YOUR BIRTH CHART: ASTROLOGY FOR BEGINNERS**

\$65

This 2-hour beginner course offers a comprehensive introduction to astrology's core concepts and practical skills to begin interpreting your natal chart. Designed for those new to astrology, it combines theory with hands-on practice. At the end of the class you'll learn about the history and purpose of astrology, and the four key components of astrology: the planets, zodiac signs, houses, and aspects. You'll learn how to create your personal and unique natal chart using the free online tool [astro.com](http://astro.com). This class is ideal for beginners eager to explore astrology for self-awareness or personal interest. **PREREQUISITE:** Bring your birth date, birth location, and exact birth time to class. Internet access is required to create a natal chart in class and at home.

Ramsdell

1 class @ 2 hours at Adult Learning Center

3270 (01), Nov 13, 6:00 PM-8:00 PM, Thursday

### **NEW! INTRO TO JEWELRY MAKING CLASS**

\$55

Explore the art of jewelry making in this fun, hands-on class—perfect for beginners! Learn the basics of design and technique as you create a matching necklace, bracelet, and earrings set. Jewelry making is a rewarding hobby and a great way to craft meaningful, personalized gifts. **PLEASE NOTE:** Supply list is available online at [alc.vbschools.com](http://alc.vbschools.com).

Tovar

2 classes @ 2.5 hours at Adult Learning Center

3290 (01), Oct 6 to Oct 8, 6:00 PM-8:30 PM,

Monday & Wednesday

3290 (02), Nov 3 to Nov 5, 6:00 PM-8:30 PM,

Monday & Wednesday



**ALC classes are only for students 18 years and older.**

## Paper Crafting



### CUT IT OUT: CRICUT FOR BEGINNERS

\$42

Do you have big plans for your Cricut machine but 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 Design Space software. 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-throughs of different projects. You'll be ready to create perfect holiday gifts for family and friends.

**REQUIREMENT:** Bring a Cricut machine and mat, practice vinyl, and weeding accessories to class. This class is not suitable for Cricut Joy. ALC is not responsible for damage, loss, or replacement of your personal equipment.

Hazley

1 class @ 3 hours at Adult Learning Center  
3216 (01), Sep 22, 6:00 PM-9:00 PM, Monday  
3216 (02), Dec 2, 6:00 PM-9:00 PM, Tuesday

### NEW! ROLL WITH IT: THE ART OF PAPER QUILLING

\$40 Senior \$32

Discover the delicate art of paper quilling—rolling, shaping, and gluing thin paper strips into beautiful designs. We'll explore the tools used in quilling and learn how to create fundamental shapes like teardrops, coils, and more. Participants will then use their designs to craft a personalized card, picture, magnet, or bookmark. Perfect for beginners and creative crafters alike! **PLEASE NOTE:** Supply list is available online at [alc.vbschools.com](http://alc.vbschools.com).

Kraft

1 class @ 2 hours at Adult Learning Center  
3243 (01), Oct 7, 6:00 PM-8:00 PM, Tuesday

### NEW! HOLIDAY QUILLING: GIFT TAGS & ORNAMENTS

\$40 Senior \$32

If you're ready to "Deck the Halls" for the holidays, then you won't want to miss this class! Participants will learn to create decorative holiday-themed designs using the art of paper quilling, which involves using thin strips of paper that are rolled, shaped, and glued together. If you missed the first Introduction to Quilling class, don't worry. We will recap the various shapes and techniques you need to create a holiday ornament or a set of gift tags using your quilled shapes. These make perfect handmade gifts for friends, coworkers, and family members. **PLEASE NOTE:** Supply list is available online at [alc.vbschools.com](http://alc.vbschools.com).

Kraft

1 class @ 2 hours at Adult Learning Center  
3241 (01), Nov 18, 6:00 PM-8:00 PM, Tuesday



## Paper Quilling



## Ornaments



## Gift Tags

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



Follow us on Instagram:

@alc\_vbcps



Follow us on X:

@ALC\_VB



Follow us on Facebook:

@ALCVBSchools



## Button Crafts

### NEW! BUTTON FLOWERS

\$40 Senior \$32

Button Flowers make everyone smile. Once you learn this easy craft, you'll be hooked. Join the fun and find out what amazing things you can do with recycled buttons. **PLEASE NOTE:** Bring the following supplies to class: Assortment of (20) buttons, 12 pipe cleaners, and 2 clear glue sticks. Glue Gun (Optional)—Instructor will have glue guns available.

Moore

1 class @ 2 hours at Adult Learning Center

3280 (01), Sep 15, 6:00 PM-8:00 PM, Monday

### NEW! BUTTON BRACELET

\$40 Senior \$32

Creating a bracelet is the perfect way to use old buttons! Quick, easy and fun! You'll make a bracelet that is not only fashionable, but one-of-a-kind craft. **PLEASE NOTE:** Bring the following supplies to class: Assortment of (20) buttons, 12 pipe cleaners, and 2 clear glue sticks. Glue Gun (Optional)—Instructor will have glue guns available.

Moore

1 class @ 2 hours at Adult Learning Center

3282 (01), Sep 18, 6:00 PM-8:00 PM, Thursday

### NEW! BUTTON BABY STEPS

\$40 Senior \$32

This craft will be great for new arrivals! Adorable pink or blue footprints made with recycled buttons. You may keep as a family memento or give as a present. **Bring the following supplies to class:** Assortment of (20) buttons, 12 pipe cleaners, and 2 clear glue sticks. Glue Gun (Optional)—Instructor will have glue guns available.

Moore

1 class @ 2 hours at Adult Learning Center

3284 (01), Oct 6, 6:00 PM-8:00 PM, Monday

### NEW! TRICK OR TREAT BUTTONS

\$40 Senior \$32

Halloween is a great time to make a harvest themed bracelet! You can choose from candy corn or pumpkin to create a unique item. **PLEASE NOTE:** Bring the following supplies to class: Assortment of (20) buttons, 12 pipe cleaners, glue gun and 2 clear glue sticks.

Moore

1 class @ 2 hours at Adult Learning Center

3286 (01), Oct 9, 6:00 PM-8:00 PM, Thursday

### NEW! CHRISTMAS ORNAMENT BUTTONS

\$40 Senior \$32

Decorate your Christmas tree with handmade button candy canes and cute wreaths. These unique ornament buttons will enhance your tree with vibrant colors and shapes. Give the ornaments away as a gift or preserve them for a treasured keepsake. **Bring the following supplies to class:** Assortment of (20) buttons, 12 pipe cleaners, and 2 clear glue sticks. Glue Gun (Optional)—Instructor will have glue guns available.

Moore

1 class @ 2 hours at Adult Learning Center

3288 (01), Nov 17, 6:00 PM-8:00 PM, Monday



## IMPORTANT!

Avoid the disappointment of a canceled class—register early at [alc.vbschools.com](http://alc.vbschools.com).

Please see refund and withdrawal policies on page 4.



## Important Information

These courses are for general wellness education and are not intended to diagnose, treat, or replace professional medical advice. Students should consult a licensed healthcare provider before significantly changing their diet, exercise routine, or health practices.

### **NEW! PEACEFUL PAWS PSYCHOLOGY**

\$50

We all love our dogs and want them to be happy and fulfilled. Sadly, many people have no idea what their dog really needs, and consequently dog behavior issues abound. If you're unhappy with your dog, it's certain that your dog is unhappy with you. Our shelters are overrun with misunderstood dogs who did their best to be the perfect pet. What is the problem? COMMUNICATION. For any relationship to be healthy, communication is KEY. Dogs speak a completely different language than humans. Since dogs are unable to learn the human language, it's up to us to learn their language. This course is for you if you'd like to improve your relationship with your favorite furry friend and understand exactly what they most need from you. Hint: It's NOT another new toy or a softer dog bed!

Ramsdell

1 class @ 2 hours at Adult Learning Center

3190 (01), Sep 24, 6:00 PM-8:00 PM, Wednesday

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### **NEW! INTRO TO HOMEOPATHY: A NATURAL HEALING MODALITY**

\$90

Discover the power of natural healing with Intro to Homeopathy: A Natural Healing Modality. This engaging course offers a clear, accessible introduction to the principles and practice of classical homeopathy—an effective, gentle system of medicine that stimulates the body's healing response. Surpassed only by Chinese medicine, homeopathy is the second most widely used form of medicine globally with an over 200-year track record of efficacy and safety. Whether you're a wellness enthusiast, caregiver, or simply curious about holistic health, you'll gain valuable insight into remedy selection, case observation, and how homeopathy supports physical, emotional, and mental well-being. Join us and begin your journey into one of the world's most trusted natural healing systems.

Lemus

4 classes @ 2 hours each at Adult Learning Center

3142 (01), Nov 3 to Nov 24, 6:00 PM-8:00 PM, Monday

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### **NEW! IMPROVING GUT HEALTH: MOOD, ENERGY, & FOCUS**

\$50

It's not just in your head, it's in your yogurt. Join Dr. Sheri Marshall in exploring the gut-brain connection and learn how to heal from the inside out. This will be an unforgettable interactive experience. *"A healthy person has a thousand wishes, a sick person only one."*

Marshall

1 class @ 2 hours at Adult Learning Center

3144 (01), Nov 13, 2:00 PM-4:00 PM, Thursday

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### **NEW! ROOTED IN WELLNESS: PLANT-BASED EATING**

\$97 Senior Price \$74

Discover how a plant-based lifestyle can support lasting health and well-being. Rooted in Wellness blends science, ethics, and everyday practice to show how food and movement work together to nourish body and mind. Through weekly discussions, we'll explore research on plant-based nutrition, examine differing perspectives, dive into the moral and environmental impacts of our food choices, and highlight local vegan-friendly options. Whether you're curious or committed, this course offers a grounded, holistic look at wellness from the roots up.

Rosini

4 classes @ 2 hours each at Adult Learning Center

3140 (01), Sep 17 to Oct 8, 6:00 PM-8:00 PM, Wednesday

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### **NEW! OPTIMAL HEALTH: BEGIN THE NEW YEAR WITH PURPOSE**

\$50

Step into the New Year with energy, clarity, and a vision for your best self. This interactive wellness experience blends science with guided personal growth to help realign with your purpose. Through powerful reflection and hands-on tools, you will create your personalized roadmap to optimal health.

Marshall

1 class @ 2 hours each at Adult Learning Center

3136 (01), Dec 4, 2:00 PM-4:00 PM, Thursday

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### **NEW! CRAVINGS, FATIGUE, & BELLY FAT? EVEN IF NO ONE TOLD YOU, IT COULD BE YOUR BLOOD SUGAR**

\$50

If you have been feeling more tired than usual, struggling to loose weight or dealing with craving and brain fog, you are not alone. Many individuals over the age of 45 experience early signs of insulin resistance without knowing it. Join Dr. Sheri Marshall for this interactive session, complete a symptom assessment and create your own action plan for vibrant, balanced healthy living.

Marshall

1 class @ 2 hours each at Adult Learning Center

3146 (01), Oct 23, 2:00 PM-4:00 PM, Thursday

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**ALC classes are only for students 18 years and older.**



### ALL EYES ON YOU: BEGINNER EYE/EYEBROW MAKEUP APPLICATION

\$68 Senior Price \$52

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](http://alc.vbschools.com). Bring supplies to class. The class will break for a brief lunch. You are welcome to bring a bag lunch or a snack. Mosley

1 class @ 6 hours at Adult Learning Center

3133 (01), Sep 27, 9:30 AM-3:30 PM, Saturday

### NEW! IT'S FACE TIME!: FACE MAKEUP FOR BEGINNERS

\$68 Senior Price \$52

Join us for the next step after completing *All Eyes on You!* This beginner-friendly class is about creating a flawless, glowing complexion to enhance your natural glow. Learn how to prep with sun care, toner, and moisturizer, then build your look with foundation, contouring, bronzer, blush, and lip color. Plus, get insider tips and tricks the pros use to elevate your look. Glow starts here—beautifully, confidently, and step by step. **PLEASE NOTE:** This class does not cover eye makeup. For eye techniques, please register for 3133 (01), *All Eyes on You*. Supply list is available online at [alc.vbschools.com](http://alc.vbschools.com).

**PREREQUISITE:** *All Eyes on You* class.

Mosley

1 class @ 6 hours at Adult Learning Center

3134 (01), Oct 25, 9:30 AM-3:30 PM, Saturday

### NEW! FINDING VALUE WHEN INTERACTING WITH PEOPLE WHO ARE DIFFERENT

\$59 Senior \$46

We all interact with people who are different from us. This class will help you find merit in differences by providing strategies and techniques for understanding the importance of unique people, especially those who think differently from you. You'll develop a better comprehension of different communication styles and build more positive relationships by viewing differences as valuable rather than burdensome.

Spruill

2 classes @ 2 hours each at Adult Learning Center

3101 (01), Oct 11 and Oct 25, 11:00 AM-1:00 PM, Saturday

### 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 hours at Adult Learning Center

3126 (01), Oct 14, 6:30 PM-8:30 PM, Tuesday

3126 (02), Nov 19, 6:30 PM-8:30 PM, Wednesday



**ALC classes are only for students 18 years and older.**



**NEW! GENTLE GROUNDING: YOGA FOR BEGINNERS**  
\$100

Are you ready to embark on a self-healing journey through holistic health and divine energy? Join us for a four-week exploration into the foundations of Hatha Yoga—a gentle, slower-paced style that emphasizes breath awareness, proper alignment, and intentional movement. This class is perfect for anyone looking to relieve stress, increase flexibility, and cultivate inner peace. Whether new to yoga or revisiting the basics, this supportive space will help you build strength, stability, and a deeper connection to your well-being. **REQUIRED:** Please bring a yoga mat, water bottle, and wear breathable, comfortable clothing.

Lifted Wellness

4 classes @ 1 hour each at Adult Learning Center

3150 (01), Oct 2 to Oct 23, 6:30 PM-7:30 PM, Thursday

**NEW! BEGINNER'S BLISS MEDITATION SERIES**  
\$135

This four-week, one-hour beginning meditation course is designed for those new to meditation or looking to jump-start their personal practice. Each week, participants will explore simple accessible meditation techniques such as breathwork, body scans, and visualizations, along with guided mindfulness and relaxation practices. The course covers fundamentals of meditation, its' benefits, and practical strategies to build a consistent habit. It provides a supportive environment to cultivate calm, focus, and inner peace, helping attendees reduce stress and enhance well-being. Participants will gain the skills and confidence to maintain their own daily meditation practice at home.

Ramsdell

4 classes @ 1 hour each at Adult Learning Center

3139 (01), Sep 23 to Oct 14, 6:00 PM-7:00 PM, Tuesday

**NEW! THE SUBTLE LANGUAGE OF YOUR BODY:  
AN INTRODUCTION TO BIOFIELD TUNING**

\$50

Edgar Cayce said, "Sound will be the medicine of the future." Biofield Tuning is a revolutionary modality using targeted sound frequencies to release stuck energy in the body (caused by stress, trauma, suppressed emotions, ancestral patterns, and destructive belief systems) by shifting the body's magnetic field. Using sound from an acoustic frequency generator—a tuning fork! The class will leave you in a renewed state of calm, clarity, and lightness! **PLEASE NOTE:** Wear comfortable clothes.

Ramsdell

1 class @ 2 hours at Adult Learning Center

3118 (01), Oct 21, 6:00 PM-8:00 PM, Tuesday

**NEW! MINDFUL VIBRATIONS: SOUND BOWL  
MEDITATION**

\$100

This course offers an immersive introduction to sound bowl meditation, an ancient technique that uses the harmonic vibrations of singing bowls to promote deep relaxation, mental clarity, and emotional balance. Students will explore the history, theory, and therapeutic benefits of sound healing while gaining hands-on experience playing various sound bowls. Through guided meditations, practical demonstrations, and reflective practices, participants will learn how to incorporate sound bowl meditation into personal wellness routines or professional settings. **REQUIRED:** Please bring a yoga mat, small pillow, small blanket, and wear comfortable clothing.

Lifted Wellness

4 classes @ 1 hour each at Adult Learning Center

3120 (01), Oct 29 to Nov 19, 6:30 PM-7:30 PM, Wednesday





## 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-Anderson

8 classes @ 2 hours each at Adult Learning Center

3730 (01), Sep 10 to Oct 29, 6:30 PM-8:30 PM, Wednesday

**ALC classes are only for students 18 years and older. Students residing outside of Virginia Beach will be charged a \$12.00 non-resident fee per course.**

### SIGN LANGUAGE 2

\$177 Senior Price \$140

Expand your 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:** Sign Language 1, Course 3730 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-Anderson

8 classes @ 2 hours each at Adult Learning Center

3731 (01), Nov 12 to Jan 28, 6:30 PM-8:30 PM, Wednesday

## European Languages

### NEW! PARLONS FRANCAIS! LET'S SPEAK FRENCH! VIRTUAL

\$173

Planning a trip or simply looking to pick up a new skill? This fun and practical virtual course is designed for adult learners who want to start speaking French with confidence—no prior experience needed! Whether you're preparing for travel, reconnecting with a language you studied years ago, or exploring something new, this beginner-friendly course covers the essentials. You'll build foundational skills in listening, speaking, reading, and writing, while learning everyday vocabulary, simple grammar, and useful phrases for real-life situations. Along the way, you'll also explore the culture and customs of French-speaking countries to enhance your learning experience. Join us and say bonjour to a new adventure!

Lanciaux

8 classes @ 2 hours—VIRTUAL

3720 (01), Sep 29 to Nov 17, 6:00 PM-8:00 PM, Monday

**ITALIAN 1**

\$176 Senior Price \$139

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

**Schaller****8 classes @ 2 hours each at Adult Learning Center****3741 (01), Sep 9 to Oct 28, 2:00 PM-4:00 PM, Tuesday****ITALIAN 2**

\$153 Senior Price \$116

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.

**PREREQUISITES:** 3741 (01) Italian 1 and textbook *Complete Italian Step-by-Step, 1st Edition*, ISBN: 9781260463231. Textbook is not available for purchase at the ALC.

**Reyes****8 classes @ 2 hours each at Adult Learning Center****3742 (01), Nov 4 to Jan 13, 2:00 PM-4:00 PM, Tuesday****1-ON-1 ITALIAN VIRTUAL**

\$250

Learn Italian 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, *Italian Made Easy Level 1: An Easy Step-By-Step Approach to Learn Italian for Beginners* (Textbook and Workbook Included). ISBN# 9781951949563. Textbook not available for purchase at the ALC.

**Reyes****3 classes @ 2 hours each—VIRTUAL****3740, The instructor will contact you to arrange a meeting time.****Please see 1-on-1 class policy on page 45.****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—VIRTUAL****3760, The instructor will contact you to arrange a meeting time.****Please see 1-on-1 class policy on page 45.****SPANISH 1 CONVERSATION, GRAMMAR, & CULTURE**

\$173 Senior Price \$136

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 (01), Sep 4 to Oct 23, 2:00 PM-4:00 PM, Thursday****SPANISH 2 CONVERSATION, GRAMMAR, & CULTURE**

\$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. You will elevate your proficiency and increase vocabulary while learning new verbs and the future tense. Speaking will be emphasized. **PREREQUISITES:** 3761 Spanish 1 and textbook *Complete Spanish Step-by-Step, Premium, 2nd Edition*, ISBN: 9781260463132. Textbook is not available for purchase at the ALC.

**Reyes****8 classes @ 2 hours each at Adult Learning Center****3762 (01), Nov 6 to Jan 22, 2:00 PM-4:00 PM, Thursday**

## Voice-overs

### VOICE-OVERS...NOW IS YOUR TIME! VIRTUAL

\$40

In what could be the most enlightening class you've ever taken, our instructor and professional voice coach will show you how you can begin using your speaking voice for commercials, films, videos, and more. Most people go about it the wrong way. In this introductory class, you will learn about a unique, outside the box way to break into this creative, fulfilling, and potentially lucrative industry. Voice-overs can be managed on your own terms, on your own turf, in your own time, and with minimal overhead! Whether you choose to pursue voice-overs part-time or full-time, this could be the game changer you've been looking for. In addition to online instruction, you will be given the opportunity to book a 1-on-1 script read and voice evaluation via telephone with your instructor for the following day. **PLEASE NOTE:** You will receive a Zoom link 24 hours prior to the class.

Such A Voice

1 class @ 2 hours—VIRTUAL

2305 (01), Oct 1, 6:30 PM-8:30 PM, Wednesday

2305 (02), Dec 8, 6:30 PM-8:30 PM, Monday

## Dance

### NEW! BEGINNER WEST COAST SWING

\$39

Discover the smooth, stylish world of West Coast Swing! This beginner-friendly course is perfect for adults with little or no dance experience. You'll learn the fundamental steps, rhythms, and techniques of this versatile partner dance in a relaxed and welcoming environment. Whether you're dancing for fun, fitness, or social connection, West Coast Swing is a great way to build confidence, improve coordination, and enjoy great music. No partner needed—just bring comfortable shoes and a willingness to have fun!

Rants Staff

4 classes @ 45 minutes each at Rants Ballroom

3912 Virginia Beach Blvd, #102, Virginia Beach 23452

2166 (01), Sep 9 to Sep 30, 6:30 PM-7:15 PM, Tuesday

### NEW! INTERMEDIATE WEST COAST SWING

\$39

Take your West Coast Swing to the next level! This intermediate-level course is designed for dancers who are already comfortable with basic patterns like sugar pushes, left and right side passes, and the whip. We'll build on those fundamentals by introducing more complex variations, syncopations, styling techniques, and partner connection drills. Deepen your musicality, improve your lead-follow communication, and explore creative footwork that makes your dancing stand out on the social floor. **PLEASE NOTE:** Please wear comfortable shoes.

Rants Staff

4 classes @ 45 minutes each at Rants Ballroom

3912 Virginia Beach Blvd, #102, Virginia Beach 23452

2168 (01), Oct 7 to Oct 28, 6:30 PM-7:15 PM, Tuesday



### NEW! OWN THE FLOOR: INTRO TO LINE DANCING

\$45

Learn the fundamentals of line dancing in this fun and energetic course designed for adults of all ages! Whether you're just starting or looking to polish your skills, we'll cover basic steps and aim to master at least two popular line dances, such as Boots on the Ground, Country Girl, or Can't Get Enough. By the end of the course, students will gain the confidence and rhythm needed to pick up additional dances with ease. **PLEASE NOTE:** Students are encouraged to bring water bottles and are welcome to bring clacking fans.

Woods

4 classes @ 1.25 hours each at Adult Learning Center

2150 (01), Sep 30 to Oct 21, 6:00 PM-7:15 PM, Tuesday

### NEW! OWN THE FLOOR: ADVANCED LINE DANCING

\$45

This advanced line dance course is designed for experienced dancers or quick learners who have mastered the basics and are eager to push their skills to the next level. We'll explore intricate footwork, faster tempos, and more complex choreography. **PLEASE NOTE:** If you are new to line dancing, please consider taking the intro course (2150). Please bring water bottle.

Woods

4 classes @ 1.25 hours each at Adult Learning Center

2152 (01), Oct 30 to Nov 20, 6:00 PM-7:15 PM, Thursday

**ALC classes are only for students  
18 years and older.**



## Music

### **NEW! INTERMEDIATE GUITAR 2**

\$89 Senior Price \$68

This course is a continuation of *Intermediate Guitar 1* and focuses on the integration of all previously learned skills and techniques to evoke chord-melody and solo playing. A continued study of the blues is also included.

**PLEASE NOTE:** Students must possess a guitar to play and practice. ALC is not responsible for damage, loss, or replacement of your personal instrument.

**PREREQUISITE:** 2128 (01), *Intermediate Guitar 1* or equivalent knowledge.

Allred

8 classes @ 1 hour each at Adult Learning Center

2129 (01), Sep 11 to Oct 30, 6:30 PM-7:30 PM, Thursday

### **NEW! GUITAR MASTER CLASS**

\$89 Senior Price \$68

This course is a continuation of *Intermediate Guitar 2* and focuses on the integration of all previously learned skills and techniques to evoke chord-melody and solo playing. A continued study of the blues is also included.

**PLEASE NOTE:** Students must possess a guitar to play and practice. ALC is not responsible for damage, loss, or replacement of your personal instrument.

**PREREQUISITE:** 2129 (01), *Intermediate Guitar 2* or equivalent knowledge (chord melody and solo playing).

Allred

8 classes @ 1 hour each at Adult Learning Center

2125(01), Nov 13 to Jan 29, 6:30 PM-7:30 PM, Thursday

Class will not be held on 11/27, 12/18, 12/25 and 1/1.

### **NEW! INSTANT GUITAR FOR BUSY PEOPLE VIRTUAL**

\$65

In just a few hours, you can learn enough secrets of the trade to give you years of musical enjoyment. Learn to play guitar the way professionals do-using chords. The chord method is LOTS of fun and dramatically easier to learn than reading notes. **NOTE:** Fee includes the online book, online follow up lessons, a recording of the class and an optional periodic question and answer session. Class consists of partly hands on instruction and lecture demonstration. **PREREQUISITE:** This is an introductory class. Prior guitar training is not required; however, students must have a guitar to practice lessons.

Coffman

1 class @ 2.5 hours—VIRTUAL

2115 (01), Oct 21, 6:30 PM-9:00 PM, Tuesday

### **INSTANT PIANO FOR BUSY PEOPLE VIRTUAL**

\$65

In just a few hours, you can learn enough secrets of the trade to give you years of musical enjoyment. Learn to play piano the way professionals do-using chords. The chord method is LOTS of fun and dramatically easier to learn than reading notes. **PLEASE NOTE:** Fee includes the online book, online follow up lessons, a recording of the class, and an optional periodic question and answer session. Class consists of partly hands-on instruction and lecture demonstration. **PREREQUISITE:** This is an introductory class. Prior piano training is not required; however, students must have a piano or keyboard to practice lesson.

Coffman

1 class @ 3 hours—VIRTUAL

2119 (01), Oct 20, 6:30 PM-9:30 PM, Monday

### **NEW! HOW TO PLAY PIANO BY EAR VIRTUAL**

\$65

Learn one of music's deepest mysteries: how to play songs without relying on music. A very practical presentation of music theory that includes predicting chord progressions, learning from recordings, and transposing-all expressed in everyday language. This is an ideal follow-up to the "Instant Piano" class and is open to anyone who has a basic understanding of chords on any instrument. Expand your musical horizons, and free yourself from sheet-music dependence, and be the life of the party! **PLEASE NOTE:** Fee includes the online book, online follow up lessons, a recording of the class and an optional periodic question and answer session. Class consists of partly hands on instruction and lecture demonstration. **PREREQUISITE:** This is an introductory class. Prior piano training is not required; however, experience with chords recommended. Students must have a piano or keyboard to practice lessons.

Coffman

1 class @ 2.5 hours—VIRTUAL

2117 (01), Nov 22, 11:00 AM-1:30 PM, Saturday

Don't miss out on new classes and ALC news.

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Follow us on X: @ALC\_VB



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## Free Seminars

Take advantage of a free seminar. Learn how to buy a house, protect yourself or plan for your future. **Register online at [alc.vbschools.com](http://alc.vbschools.com), by email or mail.**

### **NEW! PROTECTING YOURSELF THROUGH SELF-AWARENESS**

Are you interested in becoming more aware of your surroundings and learning how to better protect yourself? Sergeant Nicholas Davison with the Virginia Beach Police Department will cover the concepts of situational awareness, developing a plan of action, ways to get help in the case of an emergency, common attacks, and reasons for them. You'll also learn very basic last resort self-defense skills if confronted by someone.

**Davison**

**1 class @ 2 hours at Adult Learning Center  
3112 (01), Oct 16, 6:30PM-8:30PM, Thursday**

### **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! ***This workshop is designed for individuals who are planning to retire within the next year or who have recently retired.***

**Hannahs**

**2 classes @ 2 hours each at Adult Learning Center  
2244 (01), Oct 8 to Oct 15, 6:00 PM-8:00 PM, Wednesday**

### **NEW! FINANCIAL PLANNING & BEHAVIORAL FINANCE IN THE 21ST CENTURY: A NEW VISION**

As Baby Boomers retire and AI, flexible work, and healthcare shifts redefine the economy, new opportunities are emerging for people of all ages to design a life aligned with their values. This two-part course will help you navigate these changes to build sustainable income, manage healthcare complexity, minimize taxes, and create multi-generational financial independence. Learn both traditional financial planning strategies—budgeting, insurance, and investments—and modern insights on preventive care, behavioral finance, and neuroeconomics to make empowered, informed decisions about your future.

**Papa**

**2 classes @ 2 hours at Adult Learning Center  
2240 (01), Nov 4 to Nov 6, 6:30PM-8:30PM, Tuesday & Thursday**



### **HOMEBUYING 101: VHDA HOMEBUYER EDUCATION**

This comprehensive VHDA Homebuyer Education course offers a detailed overview of the entire home-buying process, from start to finish. Designed to equip future homeowners with the knowledge and tools they need for responsible and sustainable homeownership, the course covers essential topics such as money management, credit, working with lenders, navigating the mortgage process, and understanding loan options. Industry professionals will guide you through the ins and outs of selecting a real estate agent, conducting home inspections, and completing the settlement process.

By the end of the course, participants will have a solid foundation for making informed, confident decisions in their homebuying journey. Additionally, upon completion, attendees will receive a Certificate of Completion, which may be required to qualify for various homebuyer assistance programs. Whether you're a first-time homebuyer or looking to brush up on the process, this course is a valuable resource for ensuring your path to homeownership is smooth, financially sound, and successful. **PLEASE NOTE: Walk-ins will not be permitted. Registered ALC students will receive an external registration link via email six weeks before the class date. There will be a 30-minute break for lunch. You are welcome to bring your lunch, drink, or snack.**

**Walker**

**1 class @ 6.5 hours at Adult Learning Center  
2237 (01), Jan 24, 9:00 AM-3:30 PM, Saturday**

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Programs run from 6 to 18 months and cost from \$600 to \$5500. To enroll or learn more, visit [careertraining.ed2go.com/vbalc/](http://careertraining.ed2go.com/vbalc/)

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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 to test. 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.**

**All interested program participants are required to be 18 or older.**

**The Adult Learning Center does not provide childcare or transportation.**

## 2025—2026 E.L.A. PROGRAM TESTING/INTERVIEW INFORMATION

Testing/interviews are offered on a first come first served basis based on the testing seat capacity/limit to test.

Fall testing dates are: September 8 through 11 (9:00 AM and 5:00 PM), October 22 (5:00 PM), October 23 (9:00 AM and 5:00 PM), November 19 (5:00 PM) and November 20 (9:00 AM and 5:00 PM). Please call 757-648-6050 if you have any questions.



### DAY CLASS SCHEDULES

Monday through Thursday, September 15, 2025 to May 6, 2026 from 8:30 AM - 11:00 AM  
Monday through Thursday, September 15, 2025 to May 6, 2026 from 11:30 AM - 2:00 PM

### EVENING CLASS SCHEDULES

Monday & Wednesday, September 15, 2025 to May 6, 2026 from 6:30 PM - 9:00 PM  
Tuesday & Thursday, September 16, 2025 to May 5, 2026 from 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. Class fees include course textbooks, classroom sets only. You may purchase your own textbooks.

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

## 2025—2026 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 ALC'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 & 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 eligible for G E D® classes based on their placement test scores must 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. 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, 5100 Cleveland St., 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, Academic  
Coordinator,  
at 757-648-6050 or email her at  
[elizabeth.herlong@vbschools.com](mailto:elizabeth.herlong@vbschools.com).**



**DAY CLASS SCHEDULE:** Monday through Thursday, September 15, 2025 to May 14, 2026

**EVENING CLASS SCHEDULE:** Monday & Wednesday, September 15, 2025 to May 13, 2026

**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 per month

Class fees are not refundable.

For placement testing dates, please visit the ALC website at [alc.vbschools.com](http://alc.vbschools.com).



**To take the G E D® Test:** Create an account and register online at [ged.com](http://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 [ged.com](http://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](mailto:help@ged.com)

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## TAKE AN ASTROLOGY CLASS DIY CATEGORY Page 30



## 1-ON-1 CLASSES ARE AVAILABLE THROUGHOUT THE SEMESTER

Register online 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.

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- Content Creation
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- Much, Much More

# 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

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

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

TOTAL

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

**Fax to** 757-648-6078

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

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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 \_\_\_\_\_

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Adult Learning Center  
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Next catalog January 2026