

SPRING QUARTER 2018 NONCREDIT COURSES



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Make and take!

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20 Watercolor Workshop: **Painting Notecards**



HOW TO READ THIS SCHEDULE

Color Bowl or

Hanging Basket



Course Day(s)





Location key: FORT STEILACOOM PUYALLUP



PROFESSIONAL DEVELOPMENT

- 24 Online Professional Development
- 27 Online Teacher Training
- 28 Online Business Certificates





- 31 Online Career Training
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FANILY Genealogy: Discovering Your Ancestors

Genealogy is an enriching and rewarding way to discover our own families. It involves learning about the variety of records and repositories available to genealogy researchers. The records include city directories, voter registrations, church records, and other lesser used records. Develop skills in historical research, organization and technology. Stay organized with Evernote or OneNote and a personal list of repositories and websites. This course is held in a computer lab which allows real-time experience in research. Opportunities exist to share research successes.

ltem S046	PUY CTR 276	Fee: \$129
Wednesday		6-8 p.m.
CAMARATA	6 Sessions: Apri	l 18 to May 23

NEWD Learn to Restore and Tint Old Family Photos Using Photoshop

PUY CTR 276

Dig out those old family photos and learn to restore and tint them, creating beautiful pieces of art! Basic computer knowledge is all it takes. You'll learn to tint as little or as much as you like in Photoshop. Tinted photos are not typically lifelike in color but have a more subtle effect that adds to the charm of the photograph. Once complete you will have a file that can be printed on high quality paper for years to come. You will need a thumb drive for storage of your file and paper/pen to take notes.

ltem S047 Tuesday WARD Fee: \$119 6-8 p.m. 5 Sessions: May 1-29





Watercolor Painting – 🧡 Beginner to Intermediate

Get out your brushes and watercolor paints and prepare to have fun and gain inspiration! This six-week course is designed for all skill levels. We'll explore washes, wet-on-wet as well as dry brush techniques. You'll learn to paint from observation and various other methods. *Please request a supply list by emailing ce-questions@ pierce.ctc.edu or calling 253-840-8452.*

Item S002	PUY AAH 236	Fee: \$129
Thursday		6-8 p.m.
WARD	6 Sessions: Apri	l 12 to May 17

NEWD Watercolor Workshop: Painting Notecards

Come spend a fun Saturday morning creating dreamy notecards on watercolor paper for all those occasions that you need something unique for that special person. Have you seen the price of cards these days?! You'll learn to paint wet washes with a specific color scheme to match holidays to come. You may also want to embellish your cards with beads or ribbon, so bring decorative items if you desire. *Please request a supply list by emailing ce-questions@pierce.ct.edu or calling 253-840-8452.*

ltem S003	PUY AAH 236	Fee: \$39
Saturday		9 a.m. to noon
WARD	1 S	ession: April 21

ART & CREATIVITY

NEWI Drawing Basics

Observational art is defined as drawing or painting from life, such as drawing a bowl of fruit or vase of flowers. For those of you wanting to hone your drawing skills or just have fun with other like-minded individuals, bring your paper and pencils to this fun five-week course. You'll learn various observational techniques as well as line quality and shading methods. *Please request a supply list by emailing ce-questions@pierce.ctc.edu or calling 253-840-8452.*

Item S004	PUY ADM 166	Fee: \$119
Monday		6-8 p.m.
WARD	5 Sessions:	April 9 to May 7



NEWD Beginning Colored Pencils: Animals and Pets

Come learn to draw your beloved pet or any animal using colored pencils! This fun course is designed for all skill levels. You'll learn techniques for achieving luminous color and realistic effects. Judith works with each student at their own level and gives individual instruction and demonstrations. *Please request a supply list by emailing ce-questions@pierce.ctc.edu or calling 253-840-8452.*

ltem S001	PUY AAH 236	Fee: \$129
Tuesday		6:30-8:30 p.m.
FROST	6 Sessions: A	pril 10 to May 15

PERSONAL FINANCE

NEWD College: Getting There from Here Financially

Come and discuss ways of establishing a college savings goal. We will go over strategies to help achieve the goal and what the features and benefits are of a 529 savings plan.

ltem S078	PUY AAH 131	Fee: \$19
Wednesday		6-7 p.m.
NELSON		1 Session: May 9

Social Security: Your Questions Answered

In this educational workshop for anyone nearing retirement, or ages 55 and up who have uncertainties, we'll address common questions such as, how does Social Security fit into my retirement income plan, when should I start taking benefits and what about taxes?

ltem S079	PUY AAH 131	Fee: \$19
Wednesday		6-8 p.m.
Koleszar	1	Session: April 25

Alcohol Ink Tiles

Come dabble with vibrant, free-flowing alcohol inks. Any skill level can play – no

artistic experience necessary. Create four vivid abstract tile coasters. Bring a friend and have fun exploring a new gateway to your creativity! Ideas for other projects included. Register early as this class filled quickly last quarter! *All supplies provided*.

ltem S005	PUY LSC 126	Fee: \$49
Saturday		9-11:30 a.m.
WERLEY		1 Session: June 2

NEW Silk Shawls for Mom!

Come dye a beautiful large fringed triangular silk shawl as a gift for Mother's Day or for yourself! Or, register Mom and yourself for a fun and unique experience. Everyone who takes Lucinda's classes has a great time! *All supplies provided*!

Item S006	PUY LSC 150	Fee: \$59
Saturday		9-11:30 a.m.
WERLEY		1 Session: May 5

Devore Silk Scarves

Come prepared to make and take home two beautiful hand-dyed silk scarves. Get a friend to join you and register early for this fun class! *All supplies provided*!

Item S007	PUY LSC 150	Fee: \$49
Saturday		9-11:30 a.m.
WERLEY	1 Se	ession: April 14



NEWD Foundations of Investing

Foundations of Investing is an educational program for people who are either new to investing or need a refresher. You will learn the importance of developing a strategy, the impact of asset allocation and the influence of inflation on your long-term goals. Plenty of time provided for questions and answers.

Item S080	PUY LSC 171	Fee: \$19
Wednesday		6-8 p.m.
Koleszar		1 Session: May 23

COMPUTERS & TECHNOLOGY CAREERS &



Microsoft Excel 2016, Beginning

Learn the basics of Microsoft Excel in six hours! Create worksheets with text, values, and formulas, and then format them to make vour data easy to read. Learn to link formulas between multiple worksheets. Book included in course fee.

Item S033	PUY CTR 276	Fee: \$129
Monday and V	Vednesday	6-9 p.m.
STOCKE	2 Sessio	ns: April 9 and 11
Item S034	PUY CTR 276	Fee: \$129
Tuesday and Thursday		6-9 p.m.
STOCKE	2 Session	s: April 17 and 19

Microsoft Excel 2016, Intermediate

Now that you have the basics, learn how to link worksheets and workbooks, apply advanced formatting and styles, sort and filter, and use charting features. Prerequisite: Excel Beginning or equivalent experience. Book included in course fee.

Item S035	PUY CTR 276	Fee: \$129
Tuesday and Thursday		6-9 p.m.
STOCKE	2 Sessions: A	pril 24 and 26

Connect with Your Smartphone

If you have your first smartphone and are a little intimidated by it, then this is the class for you. You'll learn how to increase the font size to allow for better viewing, how to use maps and get directions, take photos, share photos with family, make video calls, use coupons at the store, shop online, read websites, play basic games, and learn about the many apps available to you. Taught by our most popular instructor, Mika Stockal

MIKE SLOCKE:		
ltem S031	PUY CTR 276	Fee: \$69
Thursday		6-9 p.m.
STOCKE	1 Session: April 12	
Item S032	PUY CTR 276	Fee: \$69
Wednesday		6-9 p.m.
STOCKE	-	ession: May 30

Beginning Computers for 50+

Want to begin using a computer? Need practice using a mouse and keyboard? This beginning class introduces first-time computer users to common computer terms and features. It's not as scary as you may think. Let our most popular instructor, Mike Stocke, patiently guide you through a checklist covering topics such as basic hardware, software and email. You will also learn how to set up an account if you don't have one, how to save a file, how to save information to a flash or thumb drive, web browsing, and so much more. Don't let technology leave you in the dust, register now!

Item S037	PUY CTR 276	Fee: \$109
Monday and Thursday		6-9 p.m.
STOCKE	2 Sessio	ns: May 14 and 17

Using Microsoft Windows 10

Come learn the features and functionality of the Windows 10 operating system for professional and personal use. Topics covered include accessing Windows 10, using Windows apps and desktop applications, working with files and folders, customizing the environment, installing and removing devices and using security features. Quick Guide included in course fee.

Item S036 PUY CTR 276 Fee: \$119 Monday and Thursday 6-9 p.m. STOCKE 2 Sessions: April 30 and May 3

TRADE SKILLS

Career Interest Assessment

Learn how your skills, personality type and interests can help you find a career that best suits you. You will participate in the Myers Briggs Type Indicator (MBTI) and Campbell's Interest and Skill Survey (CISS). When your results are assessed, an interpretation session will be scheduled with our advisor. Walk away with new tools to guide you into your new and exciting future!

Item S027 Fee: \$129 Enroll anytime during spring quarter. ARR (to be arranged) 1 Session

Flagging and Traffic Control

Earn your Washington State traffic control card in just one day! Training includes classroom instruction covering state laws, safety and traffic control procedures. You will also learn how to effectively deal with the public and search for employment opportunities. Book included in course fee. Bring a sack lunch.

ltem S028 Saturday POLLARD	PUY LSC 128	Fee: \$69 9 a.m. to 4 p.m. 1 Session: April 14
ltem S029 Saturday POLLARD	PUY LSC 128	Fee: \$69 9 a.m. to 4 p.m. 1 Session: May 5
ltem S030 Saturday POLLARD	PUY LSC 128	Fee: \$69 9 a.m. to 4 p.m. 1 Session: June 2

Stay Active and Independent for Life (SAIL) Program Leader Training

If you are a health, fitness, nursing or senior care professional, join our online SAIL program. You will get the training you need to lead SAIL exercise sessions to assist older adults to improve strength, balance and assist them with their ability to perform daily tasks. This course is approved by the Washington State Department of Health and the National Council on Aging. Continuing Education Units (CEU's) are included in the course fee. Space is limited. Don't be disappointed and register early!



Item 5799

PERSONAL ENRICHMENT

BODY, SPIRIT, MIND & SOUL

Discover Mediumship Learn how to heighten your abilities to communicate with those on the other side

Have you ever felt a cool or warm breeze come over you, heard your name called, had random shivers or smelled cologne when you were alone? Do you have a calling or desire to understand more about being of service to those that no longer have a voice and have passed on? Learn how to manipulate energy and silence the conscious mind to forge a connection to the other side. Understand how you receive information while trusting you are not making it up. Understand how you can hear, see, sense, smell or know what those on the other side need for us to know.

Item S013	PUY LSC 111	Fee: \$149
Tuesday		6-8:30 p.m.
Brazier	5 Sessions: Ap	oril 10 to May 8

Past Life Regression Uncover Memories, History, Identities and Lifestyles

Discover for yourself who, where and what your life has been in the past! This experiental course offers the basics of relaxation with a guided meditation for those to uncover as they discover more of who they have been. We are not here by accident or by some coincidence – we each have a purpose. A past life regression can assist in identifying what exactly that purpose may be.

Item S014	PUY LSC 126	Fee: \$59
Saturday		9 a.m. to 1 p.m.
Brazier	1	Session: April 21
Item S087	FS OLY 208	Fee: \$59
Saturday		9 a.m. to 1 p.m.
Brazier	1	Session: April 28
	r	-

Become a Psychic Investigator Using psychometry, discover and uncover details about personal objects, lost things, animals and even missing people

Need a quick method to find your missing keys? Need to determine more about a relationship, job or major purchase? Learn to read energy from items – such as pictures, jewelry, clothing and business cards through psychometry! Psychometry is defined as the ability of the mind to sense and perceive the information or history of an object just by touching it. Because everything is made up of energy, it leaves an energetic imprint on all objects it encounters. Learn how to read the energy imprints!

Item S015	PUY LSC 111	Fee: \$149
Wednesday		6-8:30 p.m.
Brazier	5 Sessions: A	pril 11 to May 9

Tai Chi Chuan, Beginning

Tai Chi Chuan is a centuries old Chinese exercise system that promotes health, relaxation and self-cultivation. It can be learned by anyone regardless of age, gender or athletic ability. The emphasis will be placed on establishing a solid foundation of fundamentals.

Item S010	PUY HEP 206	Fee: \$99
Saturday		9-10 a.m.
LLANOS	8 Sessions: Apr	il 14 to June 2

Tai Chi Chuan, Intermediate

This course is for students who have completed Beginner's Tai Chi Chuan. Course content reviews Section 1A of the Yang Family Long Form, moving into Section 1B (completing the form) and into a deeper understanding of breath and movement while following the classics of Tai Chi. Your body, mind and spirit will flow into new places!

ltem S011	PUY HEP 206	Fee: \$99
Saturday	10):15-11:15 a.m.
LLANOS	8 Sessions: Apr	il 14 to June 2

Tai Chi Chuan, Advanced

This course is for students who have completed Intermediate Tai Chi Chuan. Course content reviews Section 2A of the Yang Family Long Form, moving into Section 2B (completing the form) and into a deeper understanding of breath and movement while following the classics of Tai Chi.

Item S012	PUY HEP 206	Fee: \$99
Saturday	11:30	a.m. to 12:30 p.m.
LLANOS	8 Sessions:	April 14 to June 2

Self-Hypnosis for Weight Management

Are you struggling to reach or maintain a healthy weight? Hypnosis enlists the power of your subconscious mind in support of changing behaviors, shifting habits and achieving optimal weight. Course content includes using hypnosis to experience your future self at a healthy weight; improve response to stressors that lead to eating; changing the body's set point; and increasing behaviors that support ideal weight. Participants will practice daily self-hypnosis using audio loaded onto provided USB flash drives. The audio reinforces the hypnotic suggestions for weight management. A \$10 cash supply fee, payable to the instructor, is due at the first class session.

ltem S025 Thursday BUCKNER

PUY AAH 136

Fee: \$179 7-8:30 p.m. 6 Sessions: April 12 to May 17





NEWI> Chakra Connections Workshop

In this condensed workshop, you'll learn the basics of the seven main chakras and how to activate, align and balance our circadian rhythm using crystal chakra kits, essential oils, pendulums and herbs. Workshop includes a handout, chakra test and eBook. Chakra manual is available for purchase.

Item S016	PUY LSC 150	Fee: \$39
Tuesday		6-8 p.m.
BAILEY	1	1 Session: April 17

Chakra Connections

Chakras are our body's inner energy centers that help us function on all levels. When we work with our chakras, we help to heal emotional wounds and physical ailments that lead to inner peace. This intensive workshop covers the basics of the seven main chakras and how to activate, align and balance our circadian rhythm using crystal chakra kits, essential oils, pendulums and herbs. We will also discuss other aspects of energy healing such as auras, grounding, karma, meditation, mindfulness and protection. Class includes a handout, chakra test and eBook. The chakra manual costs \$15. Other kits and items are also available for sale.

Item S017	PUY AAH 136	Fee: \$69
Tuesday		6-8 p.m.
BAILEY	3 Session	ns: May 1 – 15

Beginning Yoga in the Evening

In this relaxed, calming course, students will mindfully coordinate movement with breath to flow from one pose to the next. You will learn to energize your body and still your mind, leaving class with a calm and peaceful glow. This course is open level, with modifications for beginners and expert practitioners alike. Please bring a yoga mat to class.

Item S018	DTNW	Fee: \$89
Thursday		6-7 p.m.
DTNW	8 Sessions: Ap	oril 12 to May 31

Dance Theater Northwest (DTNW)

2811 Bridgeport Way W #24, University Place 98466

NEWD Design a Personal Yoga Practice

If you have always wanted to try yoga but didn't know where to start, join this supportive class to learn and practice Gentle Yoga poses appropriate for beginning adult students. Learn yogic breathing techniques designed to calm the body and mind while practicing mindful movements to increase body and mind awareness. In two 90-minute workshops, you will learn basic yoga poses to improve your balance, increase flexibility, and build core strength. You will also learn how to put together movement sequences to create your own personalized yoga practice. Please bring a journal, mat, small blanket and water bottle to class.

FS HEC 302	Fee: \$39
	8:30-10 a.m.
2 S	essions: April 14-21
FS HEC 302	Fee: \$39
	8:30-10 a.m.
2 Sessions:	May 26 and June 2
	2 S FS HEC 302

lake both sessi	ons and save	\$5
Item S021	FS HEC 302	Fee: \$73
ENDICOTT	4 Ses	sions: listed above



NEW Deginning Astrology: A Grounded Approach

Learning the ancient practice of astrology can be rewarding and a never-ending opportunity for discovery. Here is a chance to learn to read astrology charts that is experiential, comprehensive and fun. This 6-week course is designed for the beginner interested in astrology. You'll be able to identify the planets, signs and houses on a birth chart, recognize the symbols of the planets, signs and aspects on an astrology chart, and demonstrate the basics of chart interpretation to better assess influential traits in self and others.

Item S022	PUY LSC 150	Fee: \$119
Tuesday		7-9 p.m.
MONTOYA	5 Sessions: Api	ril 24 to May 22

NEWD The Moon and the Four Elements Workshop

The moon is actually the most crucial celestial body in an astrology chart. It is the most fundamental influence of everything you experience in life! It is the foundation of which the whole of our psychological, spiritual and even our physiological structure is built. In this fun interactive presentation, you'll learn how the moon in your birth chart reacts through the lens of fire, water, earth and air. All levels of astrology knowledge is welcome.

Item S023	PUY LSC 126	Fee: \$29
Saturday		1-3 p.m.
MONTOYA		1 Session: May 5

NEWI> Healing Light: A Color Meditation Workshop

Meditation doesn't have to be long hours of sitting in a pose. In just five minutes, you can practice using light and color to direct healing to a situation, a person or to yourself. During this informative workshop you will learn how to guide your meditations using colors to focus on healing and more.

Item S024	PUY LSC 150	Fee: \$29
Wednesday		7-8:30 p.m.
MONTOYA	1	Session: May 16

Navigating the Sky Using Astrology and Tarot

This fun, popular course is ideal for the student who already loves to study the cycles and trends of astrology using solar return, celebrity, horary and event charts. You'll learn to use astrology to gain insight while interpreting when and how to start a positive cycle of change.

Item S026	FS OLY 208	Fee: \$99
Thursday		7-9 p.m.
TOGNETTI	7 Sessions:	April 12 to May 24

HOME AND GARDEN

Beginning Canning Workshop

This workshop was so popular we brought it back and added an afternoon session so more people can take it. Register early to avoid disappointment! Be prepared for this summer's bounty of fresh fruits and veggies. This course is for people interested in learning home canning basics, but all skill levels are welcome. You will get familiar with canning equipment and how to safely home can for your pantry. This is a great way to utilize fresh produce from your own garden, local farmer's market or fruit stands. *No supplies needed, however a current "Ball Blue Book: Guide to Preserving" is suggested but not required.* \$3 *cash supply fee payable to the instructor for a jar of jam to take home.*

ltem S050 Saturday BASQUEZ	PUY CDP	Fee: \$39 10 a.m. to noon 1 Session: April 14
ltem S051 Saturday BASQUEZ	PUY CDP	Fee: \$39 2-4 p.m. 1 Session: April 14

Beginning Pressure Canning Workshop

Have you ever thought about canning vegetables? What about canning meat? In this introductory course for home pressure canning, we'll familiarize you with how to safely pressure-can vegetables and meat in your own home. Join us and we'll show you how to safely operate a home pressure canner. We'll talk canning and do some sampling of what you can safely home can to put in your own food pantry – all preservative free! A "Ball Blue Book Guide to Home Preserving" is recommended but not required.

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Item S052	PUY CDP	Fee: \$39
Saturday		10 a.m. to noon
BASQUEZ		1 Session: April 21
Item S053	PUY CDP	Fee: \$39
Saturday		2-4 p.m.
BASQUEZ		1 Session: April 21

Cast Iron and Cowboy Cooking

This fun new course will teach you the basics of using cast iron cookware. You'll learn the basics of how to clean your dirty cast iron, re-season it for a nice smooth cooking surface and cook some simple foods in cast iron. You'll also learn how to cook outside using a camp Dutch oven using charcoal for a heat source.

Fee: \$39

10 a.m. to noon

1 Session: June 2

Item S054 PUY CDP Saturday BASQUEZ



Mastering the Art of Concrete Leaves

This popular class fills every year, so register early for two fun-filled hours of mastering the art of concrete leaves. Cyndi will take you through all the steps, from mixing the concrete and forming it just right to create a birdbath, bee and butterfly watering station or just a beautiful work of art for your garden. *Please bring a pair of rubber gloves and a \$5 cash supply fee payable to the instructor at the beginning of class.*

ltem S048	PUY LSC 150	Fee: \$39
Saturday		10 a.m. to noon
STUART		1 Session: June 2
Item S049	PUY LSC 150	Fee: \$39
ltem S049 Saturday	PUY LSC 150	Fee: \$39 1-3 p.m.

NEWI> Make and Take: Essential Oil Fragrance Blend

Essential oil blends are "nature's nectar," consisting of aromas that include floral and citrus, diluted in a carrier oil. This blend can be used "neat," directly on the skin as a fragrance. Learn how to blend oils by choosing which ones go well together for desired results. You will get to make two scents to take home. A \$10 cash supply fee, payable to the instructor, is due at the start of class.



NEW! DIY WEDDING FLOWERS: Corsages, Boutonnières, Headpieces, Flower Girl And Ring Bearer Arrangements

More and more brides are choosing to tackle wedding flowers on their own and for good reason – wedding flowers are expensive! Come let Marilee teach you how to create your own beautiful arrangements with your own creative spin. You will bring home an arrangement from each class session. *Please bring wire cutters for wire, scissors for the ribbons, floral clippers and a floral knife for the flower stems.*

Item S067	PUY LSC 150	Fee: \$149
Thursday		6-8 p.m.
Johnson	3 Ses	sions: April 12-26

NEW DIY WEDDING FLOWERS: Cake Table, Name Tag Table, Centerpieces

Want to save money and create your own stunning wedding floral arrangements? Once again, Marilee from Lady Bug Florist is here to show you how easy, fun and creative it can be! You will bring home an arrangement from each class session. *Please bring wire cutters for wire, scissors for the ribbons, floral clippers and a floral knife for the flower stems. No class May 10.*

Item S068	PUY LSC 150	Fee: \$149
Thursday		6-8 p.m.
Johnson	3 Sessi	ons: May 3-24

READY TO REGISTER? Go online at www.PierceCE.com or call 253-864-3330

Location key: FORT STEILACOOM PUYALLUP

How to Create Lawn Envy Using Natural Methods

You will never experience "lawn envy" again after you have taken this informative workshop. We'll cover organic and natural techniques, as well as tricks and tips to get the lawn you desire with minimal effort – it's all about timing! You'll also learn which grass species thrive in the PNW; types of fertilizers and soil amendments to use, mowing, watering and over-seeding vs. sod. Healthy lawns start with healthy soil! Workshop includes a handout and eBook.

Item S055	PUY LSC 126	Fee: \$29
Saturday		10-11:30 a.m.
BAILEY	1	Session: April 14

Netural Yard Care

When we let nature work, life is easier. In this workshop, you'll learn the difference between traditional vs. organic gardening methods and why it makes a difference. Creating compost, the importance of mulch, beneficial microbes, aquaponics, and companion planting methods will be discussed. Learn natural pest control methods as well as how to identify plant diseases and treat them. *Workshop includes a handout and eBook.*

Item S056	PUY LSC 126	Fee: \$29	
Saturday		Noon to 1:30 p.m.	
BAILEY		1 Session: April 14	
Take both, Ho	w to Create Law	n Envy Using	
Natural Meth	ods and Natural	Yard Care	
and save \$5!			
Item S057	PUY LCS 126	Fee: \$53	
BAILEY	2	Sessions: April 14	

NEWD Make and Take: Color Bowl or Hanging Basket

Not everyone has a big yard or a lot of time for gardening, but anyone can care for plants in pots. Add pizzazz to an entryway, focal point or other landscape area with containers full of prolific plants for year-round or seasonal interest. Learn how to create and care for gorgeous, healthy plants in a container of your choice, either a hanging basket or color bowl. *All supplies provided*.

ltem S066	PUY LSC 150	Fee: \$49
Saturday		10 a.m. to noon
BAILEY	1 9	Session: April 28

NEWI> Bees, Butterfly & Hummingbird Gardens

Attracting bees, butterflies and hummingbirds is not just for old fashioned cottage gardeners! Learn how you can create a gorgeous, easy-care garden with increased fruit and vegetable yields, all while attracting butterflies, hummingbirds, bees and other beneficial insects. *Demonstration plants for sale after class. Workshop includes a handout and eBook.*

PUY LSC 150

ltem S058 Saturday BAILEY Fee: \$29 10-11:30 a.m. 1 Session: May 12

NEWD How to Create a Fragrant Garden

Fill your landscape with the fantastic fragrance from plants like roses, jasmines and many others you may not have heard of. Learn which plants you

would like to introduce into your

garden, how to care for them and planning for year-round fragrance! Plants will be for sale after class. *Workshop includes a handout and eBook.*

Item S059	PUY LSC 150	Fee: \$29
Saturday		Noon to 1:30 p.m.
BAILEY		1 Session: May 12

 Take both, Bees, Butterfly & Hummingbird

 Gardens and How to Create a Fragrant Garden

 and save \$5!

 Item S060
 PUY LSC 150

 Fee: \$53

 BAILEY
 2 Sessions: May 12

NEWI Create an Edible Garden

Combine function with form by using edible plants in your landscape. Flowers, herbs and veggies can be both attractive and useful for cooking, baking and for beverages. Learn which plants you can grow that can be used for crafts, canning or cut down your grocery bill. Demonstration plants for sale after class. *Workshop includes a handout and eBook.*

ltem S061	PUY LSC 150	Fee: \$29
Saturday		10-11:30 a.m.
BAILEY		1 Session: May 26

NEWI> Create and Care for Herb & Tea Gardens

There is nothing like the taste of fresh herbs and flowers straight from the garden! Learn how to create and care for your own organic herb and tea garden! Perfect for cooking, preserving and making amazing tea beverages. Demonstration plants for sale after class. *Workshop includes a handout and eBook.*

ltem S062	PUY LSC 150	Fee: \$29
Saturday		Noon to 1:30 p.m.
BAILEY		1 Session: May 26

Take both Create an Edible Garden and Createand Care for Herb & Tea Gardens and save \$5!Item S063PUY LSC 150BAILEY2 Sessions: May 26

NEWD Cooking with Herbs: Summer BBQ

Put a little spice in your life, or at least in your food! In this demonstration workshop we'll discuss herbs and spices that can enhance the flavor of your summer favorite dishes, as well as how to make your own seasoning blends, BBQ rubs, dressings and salads. *Workshop includes a handout and eBook*.

Item S064	PUY LSC 111	Fee: \$29
Saturday		10-11:30 a.m.
BAILEY		1 Session: June 2

This

MUSIC PROGRAM

Concert Choir

Join this non-auditioned vocal performance group geared toward the experienced singer. You will have the opportunity to rehearse and perform choral literature as a community member joining with the college concert choir.

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ltem S070	FS OLY 283	Fee: \$49
Monday-Thurso	day	Noon to 12:50 p.m.
JARDINE-TOBIN	l 41 Sessi	ons: April 2 to June 12
ltem S071	PUY AAH 102	Fee: \$49
Monday-Thurso	day	Noon to 12:50 p.m.
OWEN	41 Sessi	ons: April 2 to June 12

Chamber Choir

This auditioned vocal performance group is geared toward providing more experienced singers who read music with an opportunity to rehearse and perform choral literature as a community member joining with the college chamber choir. *Please audition first week of course before you register.*

ltem S072	PUY AAH 102	Fee: \$49
Monday-Thursd	lay	1-1:50 p.m.
OWEN	41 Session	s: April 2 to June 12

College Band

Join a large performance group open to everyone with experience reading and performing instrumental literature. You will learn to demonstrate your ability in timbre, rhythmic accuracy, intonation, expression, style and balance.

ltem S073	PUY AAH 102	Fee: \$49
Tuesday		7:30-9:30 p.m.
THORP	11 Sessions:	April 3 to June 12

College Orchestra

This large performance group is open to everyone with experience reading and performing orchestra literature. You will learn to demonstrate your ability in timbre, rhythmic accuracy, intonation, expression, style and balance.

ltem S074	PUY AAH 102	Fee: \$49
Monday		7:30-9:30 p.m.
NAZE	10 Sessions:	April 2 to June 11





Introduction to Voiceovers (Getting Started in Voice Acting)

"Wow, you have a great voice!" Have you heard that more times than you can count? Or maybe you listen to your favorite audiobooks, commercials, or cartoon characters and think, "I could do that!" If so, then you could have what it takes to begin working as a professional voiceover artist. In this one-time, two-hour introductory course, you'll also learn about the different types of voiceovers and the tools you'll need to find success. You owe it to yourself to finally explore the possibilities of this fun and rewarding job!

ltem S075 Thursday Voices for All	FS OLY 202	Fee: \$69 6-8 p.m. ssion: April 26		
ltem S076 Wednesday Voices for All	PUY LSC 171 1 Se	Fee: \$69 6-8 p.m. ession: May 30		

Piano, Beginning

Item Mor

Dav

Come learn to play the piano! You will gain a basic understanding of music notation and the structure behind the tunes you play. No previous keyboarding or music reading skills are needed to get started. *Bring a copy of "Alfred's Basic Adult Piano Course Lesson Book – Level One" to the first class session. (Can be purchased at local music stores).*

n S077	PUY AAH 205	Fee: \$119
nday	(5:30-8:30 p.m.
idson	5 Sessions: A	oril 9 to May 7

Beginning Conversational French

In this fun language course, you will learn to express yourself in simple conversations while building a working vocabulary. An ideal course for those with little to no knowledge of French who are planning a trip to France, or who simply want to learn to speak this beautiful language.

Item S069	PUY AAH 130	Fee: \$89
Tuesday		6:30-8 p.m.
KERNC	6 Sessions: A	oril 10 to May 15



More language courses offered online! See page 26.

Location key: FORT STEILACOOM PUYALLUP

WRITING

Introduction to Fiction Writing: How to Go Beyond the Outline and Write a Novel

Nothing strikes fear in the heart of a writer like facing the blank page. Start your fiction writing with some strategies for beginnings. You'll examine several ways to ease into a story, including outlines, opening and endings. Review the rules of writing and then find the good news: there are no hard and fast rules. You'll learn how to develop types of fiction, point of view, protagonists and antagonists, character arc, theme, scene and sequel, action/reaction, differences between internal and external want and needs and finally, what the real story is about. *Students are asked to bring a copy of "Story Genius" by Lisa Cron – available from local booksellers or Amazon.com.*

ltem S084 Saturday LUCKEN PUY LSC 171 Fee: \$99 10 a.m. to noon 4 Sessions: April 14 to May 5

NEW! Free Verse Poetry

Much of the poetry written today is in free verse rather than formal verse. With examples from modern poetry, we will explore the way that free verse poetry still uses rhythm, imagery, metaphors, and looser rhymes in a fresh way. In this course, you will learn how to create your own poetry without strict rules for counting syllables or singsong rhymes. Both beginners and experienced poets are welcome! *No class May 26*.

ltem S085	PUY LSC 171	Fee: \$79
Saturday		10 a.m. to noon
MCGILLEN	3 Sessio	ns: May 12 to June 2

NEWI> Writing your Memories

In this course we will explore the wealth of content within our own memories. If you are interested in writing a memoir, personal essay, autobiography, or simply journaling your own memories – this course is for you! There will be writing prompts to take home, in-class writing, and options for reading your work to the class. Don't let your memories slip in the past before you have written them down in a creative way so they can be remembered forever.

Item S086	PUY LSC 171	Fee: \$79
Saturday		Noon to 2 p.m.
MCGILLEN		3 Sessions: April 14-28

DANCE Hot Hula

Hot Hula

Inspired by the dances of the Pacific Island, HOT HULA fitness® provides a total body workout in 60 minutes. Core focused, easy to follow, for all fitness levels, HOT HULA fitness® incorporates easy to perform dance movements set to the sounds of traditional Polynesian drum beats fused with funky Reggae music, resulting in a modern, hip fitness workout that isolates your larger muscle groups, increasing strength and definition to your core with specific emphasis on the abs, glutes, quads and arms. Get ready for summer or dance to a better you! *Bring to class water, sarong, hand towel and a willingness to have fun*!





Basic Ballroom Dance

In this fun introductory course, we'll give you and your partner the confidence to get out on any dance floor in any type of environment. The three types of dance rhythms covered will be the Fox Trot, or two-step, Waltz and Swing. Partners are recommended but not required. Smooth soled shoes enhance the dance experience.

Item S038	FS HEC 302	Fee: \$99
Wednesday		6-7 p.m.
BEHR	5 Sessions:	May 9 to June 6

Beginning Latin Dance

This beginning course introduces students to Latin rhythms which complement basic ballroom dance figures. Rumba, Cha/Cha and Tango are the featured rhythms and provide students the ability to be creative as they interpret the special beat of the music. Partners are recommended but not required. Smooth soled shoes enhance the dance experience.

ltem S039	FS HEC 302	Fee: \$99
Wednesday		7:15-8:15 p.m.
BEHR	5 Sessions:	May 9 to June 6

Tap, Beginning

Open to adults and teens. Discover the fun and joy of Broadway style rhythm tap dance! Geared to adults and teens with an emphasis on basic rhythms and moves. Learn a new vocabulary: brush, flap and basic turns.

Item S040	DTNW	Fee: \$89
Wed		6:40-7:40 p.m.
DTNW	8 Sessions:	April 11 to May 30

Dance Exercise

Need inspiration to keep going, stay in shape, have fun and lose weight? This moderately paced workout consists of low impact aerobic dance moves, body toning with light weights, bands and stretches to upbeat music. Ages 13 and up. Indoor athletic shoes are required as well as modest athletic attire.

ltem S041	DTNW	Fee: \$59
Tuesdays and	d Thursdays	4:45-5:45 p.m.
DTNW	16 Sessions:	April 10 to May 29

Dance Theater Northwest (DTNW)

2811 Bridgeport Way W #24, University Place 98466



QUESTIONS? Contact us at ce-questions@pierce.ctc.edu or call 253-840-8452

PHOTOGRAPHY

Beginning & Intermediate Photography

This informative five-week course for beginning to intermediate level photographers will take you through the basics of your camera's features and will show you how and why to use them while creating beautiful images of your world. You will receive a 100+ page reference manual for all materials presented in class. Bring your camera and fully charged batteries.

Item S081	PUY LSC 171	Fee: \$139
Thursday	(6:30-8:30 p.m.
KEHR	5 Sessions: Ap	r. 12 to May 10

Real Estate Photo Workshop

This course is ideal for real estate agents or others interested in producing top-quality real estate photos. We'll cover the equipment you need, the lighting techniques and angles to use that best showcase the property inside and out; and the 10 most common photo mistakes you must absolutely avoid to keep from losing a sale. We'll cover such things as the use of HDR photos, drone photo do's and don'ts and what you must do before hiring a drone pilot to avoid possible legal problems. Workshop is taught by Dana Kehr, a professional certified real estate photographer. Bring your camera and charged batteries.

Item S082 PUY LSC 171 Thursday **KEHR**

Fee: \$49 6:30-8:30 p.m. 1 Session: May 17

Better Travel Photo Workshop

If you're planning to travel, this fun workshop will help you capture stunning location shots as well as photos that will help tell your travel story. You'll learn about must-have gear and tips and tricks for travel photography. Reference manual included.

Item S083 PUY LSC 171 Fee: \$49 Thursday 6:30-8:30 p.m. KEHR 1 Session: May 24

Take your photography to the next level with our online courses! See page 26.

EXPLORE & TRAVEL

NEWI> The Art of Packing for an International Trip

Tired of traveling with too much stuff? This workshop teaches the proper way to pack for a trip abroad. Learn what to take and what not to; packing strategies that will lighten the load; and travel hacks from seasoned travelers that went around the world with just a carry-on. Also covers the best luggage options, organization strategies and how to keep your stuff safe. Get a proven packing list for short or long term trips. Taught by travelers that mastered the art of packing as they visited 74 countries on six continents

Item S044	PUY LSC 126	Fee: \$39
Saturday	1	1 a.m. to 1:30 p.m.
BARE		1 Session: April 14

NEWD Great Britain for **Travelers: Essential Tips** and Tools

Dreaming of traveling to England, Scotland or Wales? Gain insights from travelers who lived in Scotland and traveled extensively around Britain. Learn cultural norms, tourist faux pas, documents, money, getting around, safety, accommodations, tipping, packing tips and more. Includes insider secrets on sights to see and avoid. Whether you are traveling on your own or on a tour, this class will prepare you for Great Britain. Taught by Shlya Esko Bare, world traveler who lived five years in Britain.

Item S045	PUY AAH 131	Fee: \$39
Wednesday		6-8:30 p.m.
BARE	19	ession: April 18

Exploring the Great State of Washington

We all know how beautiful Washington state is, but in this course you will be introduced to many new and exciting places and features you never knew were here. Instructor David Kaynor will introduce you to 10 great gardens, 10 great forts, 10 great lighthouses, 10 great scenic state parks, 15 great geological features, 10 great boat rides, 10 great must-see places in Pierce County and 10 great must-see places in Thurston County! You'll leave knowing where to explore next!

ltem S043	FS OLY 208	Fee: \$89
Wednesday		6:30-8:30 p.m.
KAYNOR	4 Sessions: A	April 11 to May 2

OUTDOOR PURSUITS Exploring Archery Fundamentals This super fun course is designed for the first-time archer and those with beginning archery skills. You'll learn shooting recurve and compound

bow basics. We'll start with the shot process: stance, nock, hook and grip, posture/alignment, raise bow, draw, anchor and release. Each shot process skill introduced will be followed up with specific drills. A \$25 equipment fee is due and payable to Skookum Archers at the beginning of the first class. You'll also receive a SKOOKUM T-shirt! Please call 253-840-8452 to provide your t-shirt size.

ltem S008	SKO	Fee: \$95
Wednesday		6:30-8:30 p.m.
PRICE	5 Sessio	ons: April 11 to May 9

Skookum Archers Club and Range (SKO) 11209 Shaw Rd E, Puyallup 98374





Reserve your spot with a deposit of



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see the northern lights

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Monthly payment options are available. Call 1.800.438.7672 to reserve your spot today, space is limited!

*Price is per person based on double occupancy and valid on the specified departure date from Seattle, Washington. Additional departure gateways are available. To view Go Ahead's complete Terms & Conditions, visit goaheadtours.com/terms. The tour operator for your trip is EF Education First International Ltd. CST 2060043-20. ©2018 EF Education First

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ONLINE PROFESSIONAL DEVELOPMENT



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Administrative Assistant Suite Effective Selling High Speed Project Management Introduction to Business Analysis Keyboarding Mastery of Business Fundamentals Professional Sales Skills Sales Training Suite Total Quality Fundamentals Using Social Media in Business

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Business and Marketing Writing Effective Business Writing Fundamentals of Technical Writing How to Make Money from Your Writing Introduction to Internet Writing Markets Research Methods for Writers Resume Writing Workshop The Craft of Magazine Writing The Keys to Effective Editing Write Effective Web Content Writing and Editing Value Suite



COLLEGE READINESS Introduction to Algebra Introduction to Biology Introduction to Chemistry Introduction to Statistics Math Refresher

COMMUNICATIONS

Achieving Success with Difficult People Individual Excellence Interpersonal Communication Keys to Effective Communication Mastering Public Speaking Presentation Skills Suite Skills for Making Great Decisions

COMPUTER PROGRAMMING

CSS3 and HTML5 C# Programming C++ Programming Java Programming JavaScript PHP and SQL Python Programming Visual Basic

ENTREPRENEURSHIP AND SMALL BUSINESS

Learn to Buy and Sell on eBay Marketing Your Business on the Internet Publish and Sell Your E-Books Small Business Marketing on a Shoestring Start and Operate Your Own Home-Based Business Start Your Own Small Business Starting a Consulting Practice



NONCREDIT COURSES

FINANCE AND INVESTING Introduction to Stock Options Keys to Successful Money Management Personal Finance Real Estate Investing Stock Trading Stocks, Bonds and Investing: Oh, My! The Analysis and Valuation of Stocks Where Does All My Money Go?

GRANT WRITING AND NONPROFIT

Get Grants! Grant Proposal Writing Grant Writing Suite Grant Writing A to Z Marketing Your Nonprofit Nonprofit Fundraising Nonprofit Management Starting a Nonprofit

GRAPHIC AND WEB DESIGN

Adobe Acrobat Adobe Illustrator Adobe InDesign Adobe Lightroom Adobe Photoshop Creating Web Pages Creating WordPress Websites Designing Effective Websites Dreamweaver Web Design



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Certificate in Energy Medicine Certificate in Global Healing Systems Certificate in Healing Environments for Body, Mind & Spirit Certificate in Healthy Aging Certificate in Holistic & Integrative Health Certificate in Meditation Certificate in Mindfulness Certificate in Spirituality, Health & Healing Introduction to Natural Health & Healing

HEALTH AND MEDICAL

Certificate in Brain Health Certificate in End of Life Care Certificate in Food, Nutrition & Health Certificate in Gerontology Certificate in Infectious Disease Control Certificate in Integrative Mental Health Certificate in Legal & Ethical Issues in Health Care Certificate in Pain Assessment & Management Certificate in Perinatal Issues Handling Medical Emergencies **HIPAA** Compliance Human Anatomy & Physiology Human Anatomy & Physiology II Human Physiology Series Medical Math Medical Terminology



LANGUAGE Conversational French, Beginning Conversational Japanese Discover Sign Language Instant Italian Speed Spanish Speed Spanish II Speed Spanish III Spanish for Law Enforcement Spanish for Medical Professionals Spanish for Medical Professionals II

MANAGEMENT AND LAW

Building Teams That Work Creating a Successful Business Plan Employment Law Fundamentals Leadership Managing Customer Service Supervision and Management Understanding the Human Resources Function Workers' Compensation Workplace Law Essentials

MICROSOFT AND PERSONAL COMPUTERS

Computer Skills for the Workplace Microsoft Access Microsoft Excel Microsoft Outlook Microsoft PowerPoint Microsoft Project Microsoft Publisher Microsoft Windows Microsoft Word PC Security PC Troubleshooting Understanding the Cloud

NONCREDIT COURSES



PERSONAL IMPROVEMENT AND SPECIAL INTEREST

Certificate in Stress Management Helping Elderly Parents Happy and Healthy Pregnancy Healthy Relationships Lose Weight and Keep It Off

PHOTOGRAPHY

Discover Digital Photography Introduction to Lightroom Mastering Your Digital SLR Camera Photographing Nature with Your Digital Camera Photographing People with Your Digital Camera Photoshop for the Digital Photographer Secrets of Better Photography Travel Photography for the Digital Photographer

TEST PREP

GED Prep GMAT Prep GRE Prep LSAT Prep Praxis Prep SAT/ACT Prep

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IMPROVE YOUR CLASSROOM EFFECTIVENESS!

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Creating the Inclusive Classroom: Strategies for Success

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Differentiated Instruction and Response to Intervention Connection

Differentiating K-12 Assessments

Empowering Students with Disabilities

Grammar for ESL

Guided Reading and Writing: Strategies for Maximum Student Achievement

Guided Reading: Strategies for the Differentiated Classroom

Integrating Technology in the Classroom

Leadership

Microsoft Excel in the Classroom

Microsoft PowerPoint in the Classroom

Microsoft Word in the Classroom

Reading Strategies Suite

Ready, Set, Read!

Response to Intervention: Reading Strategies That Work

Singapore Math: Number Sense and Computational Strategies

Singapore Math Strategies: Model Drawing for Grades 1-6

Singapore Math Strategies: Advanced Model Drawing for Grades 6-9 Solving Classroom Discipline Problems

Solving Classroom Discipline Problems II

Spanish in the Classroom

Survival Kit for New Teachers

Teaching Adult Learners

Teaching High School

Teaching Math: Grades 4-6

Teaching Preschool: A Year of Inspiring Lessons

Teaching Science: Grades 4-6

Teaching Smarter with SMART Boards

Teaching Students with ADHD

Teaching Students with Autism: Strategies for Success

Teaching Students with Learning Disabilities

Teaching Writing: Grades K-3

Teaching Writing: Grades 4-6

Using the Internet in the Classroom

Writing Effective Grant Proposals

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K-12 CLOCK HOURS

The Pierce College Community and Continuing Education department is an approved OSPI (Office of the Superintendent of Public Instruction) Clock Hour provider.

24 clock hours included!

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r detailed course descriptions and to register, go to Teachers.PierceCE.com

ONLINE BUSINESS CERTIFICATES

NONCREDIT COURSES

Courses within most certificates may be taken in any order.

CEUs are included in the price.

ONLINE BUSINESS CERTIFICATES



- One-month courses or take as a certificate and save
- Employer payments and company training vouchers accepted
- Continuing Education Units (CEUs) are included in price
- Courses in most certificates may be taken in any order
- See website for detailed course descriptions, outlines, start dates and instructor information



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CONTINUING EDUCATION UNITS (CEUs)

CEUs provide a permanent record of the completion of significant non-credit educational courses.

Employer payments and company vouchers accepted! *Call 253-840-8453 for more information.*

CHECK OUT OUR HOT TOP 10 CERTIFICATES

Accounting & Finance for Non-Financial Managers Certificate

Every successful person in the workplace utilizes financial information to aid effective decision making. Learn about the financial concepts and accounting processes used in most businesses and practical techniques that will increase your effectiveness and career. Develop a foundation to understand the seven steps in the accounting cycle, find out what you need to know about cash and acquire advanced knowledge about the financial information that drives your organization.

Q806	Accounting & Fin Non-Financial Ma	ance for anagers	\$195	16 hours
Q824	Cash is King		\$195	16 hours
Q855	Financial Analysi for Non-Financia	s & Planning I Managers) \$195	16 hours
SAV	E! Q257 \$49	95 for all	3 48	8 hours

Data Analysis Certificate

Data analysis is guickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. Learn how many of your business decisions involve comparing groups for differences and the statistics behind them. Perform inquiries that will be useful to your business or organization, and gain the skills necessary to communicate results through ratings, graphs and userfriendly statistical reports that your fellow employees will understand. Take your career to the next level using data-based decisions to create positive contributions to the success of your company!

Q051	Introduction to Data Analysi	s \$195	16 hours
Q052	Intermediate Data Analysis	\$195	16 hours
Q053	Advanced Data Analysis	\$195	16 hours
SAV	E! 0205 \$495 for all	3 4	8 hours

Learned a great deal in the course that can be immediately applied in my job. Thank you.

–B.K., Intro to Data Analysis



NEWI> Designing Webinars Certificate

Discover the power of using successful webinars for your organization by acquiring techniques and tips that will make your webinars winners with your audiences. Gain planning skills involved in budgeting, pricing and marketing webinars. Learn when and how often to promote webinars, how to do follow-up promotion and how to generate more customer leads and inquiries. Take home our webinar planning timeline to market your webinars for maximum success.

Q061	Designing S Webinars	Successful	\$195	16 hours
Q062	Managing a Webinars	and Marketing	\$195	16 hours
SAV	E! Q206	\$345 for bot	h 3	2 hours



Entrepreneurship Certificate

Boost your chances of success for your new or small business and reduce your risks. Get the latest on planning your business, brainstorming business ideas and creating a checklist for going into business. Learn how to create a business plan that includes business feasibility, management and financial plans. Take away a step-by-step approach for attracting and keeping customers, making customer-driven marketing decisions and building a strong brand.

Q151	Entrepreneur Boo	ot Camp	\$195	16 hours
Q152	The Business Plar	ı	\$195	16 hours
Q153	Entrepreneurial M	Aarketing	\$195	16 hours
SAV				

NEWD Leading & Managing Virtual Teams Certificate

Almost every business in North America uses virtual teams. As the move to virtually teaming accelerates, gain the knowledge and skills to develop high performance virtual teams and contribute to their success. This certificate is designed to benefit anyone who is a leader or member of a team that leverages virtual meetings and collaboration tools. Make an impact by gaining the knowledge and skills to create goal oriented team meetings for higher levels of performance. Learn how to organize, empower and engage team members while building trust, commitment and respect.

Q862	Introductio Virtual Tear	n to Leading ns	\$195	16 hours
Q863	Leading & N Virtual Mee	Mastering etings	\$245	16 hours
Q864	Creating Hi Virtual Tear	gh Performance ns	\$195	16 hours
SAV	E! Q260	\$495 for all	3 4	8 hours

NEWD Managing Social Change Certificate

Discover proven strategies for moving your efforts, and those of others, from advocacy to managing and achieving social change within the workplace and/or your community. First, learn to strategically apply various disciplines to cause organizational change as well as develop the personal skills and attitudes organizations need for implementing change. Then find out how to address change in the workplace, including addressing the resistance to change. Finally, discover how social change happens, and reasons why it doesn't. Learn techniques that influence change strategies to improve your workplace, community and society as a whole.

Q865	Change Manageme	nt Skills	\$195	16 hours
Q866	Change in the Work	place	\$195	16 hours
Q867	Creating Communit Social Change		\$195	16 hours
SAV	E! Q261 \$495	for all 3	3 48	hours

ONLINE BUSINESS CERTIFICATES

NONCREDIT COURSES

Courses within most certificates may be taken in any order.

CEUs are included in the price.

TOP 10 CERTIFICATES

NEWIP Productivity & Time Management Certificate

Maximizing productivity and the use of time is the primary way to increase profitability and success for people and their organizations. Successful businesses and organizations are moving from counting hours sitting in a chair to producing outcomes and results. Boost your productivity by managing your time better. Discover the top ten most effective time management techniques to increase your work outcomes. Find out about the exciting productivity eTools that are available now and utilize technology to boost your productivity. Finally, get the latest information on documenting your own productivity and managing the productivity of others.

Q00221st Century Strategies for Productivity &
Time Management\$19516 hoursQ856Productivity eTools: Be Organized

	and Get Stu	iff Done	\$245	16 hours
Q857	Managing I	Productivity	\$245	16 hours
SAV	E! Q258	\$595 for a	ll 3 4	8 hours



Social Media for Business Certificate

Get in on this exciting and growing way to communicate and serve your customers and clients in businesses, nonprofits, government and other organizations. Discover the new principles of communication that apply across all networks, how they work and possible uses for your organization. Whether you are new to social networks or already involved, you will come away with an understanding of how to integrate social networks into successful marketing practices.

(Q231	Introd	uctior	n to Social Media	\$195	16 hours
(2232	Market Social I			\$195	16 hours
(2233	Integra in Your	ating Orga	Social Media nization	\$195	16 hours
	SAV	'E! Q2	23	\$495 for all	3 4	8 hours

Supervisory & Leadership Certificate

Your employees are your most valuable resource. Ensuring the efficiency of your team is the key to your success and is your most important responsibility. Get practical, easy to understand and insightful methods for both new and even experienced supervisors and managers. Learn about effective delegation, performance management and writing performance reviews. Discuss the specifics of the supervisor's role and responsibilities and strategies for improving your overall effectiveness as a leader.

SAVE! Q224 \$395

(only available as a certificate)

Workplace Communication Certificate

Good communication in the workplace is more important than ever and critical to your career advancement and success. Gain skills using conflict management models and strategies. Work with a pro to learn how to improve your negotiation skills for a winwin outcome by helping others to get what they want, so you get what you want. Finally, find out more about yourself and others using personality profiles for better work performance.

Q131	Conflict Ma	nagement	\$245	24 hours
Q132	Negotiation Get What Yo	n: ou Want	\$195	16 hours
Q133	Using Perso for Work Pe	onality Profiles Prformance	\$295	16 hours
SAV	E! Q213	\$595 for all	3 5	6 hours

BUILD YOUR SKILLS WITH THESE 10 POPULAR COURSES:

Q861	3D Printing	\$195	16 hours
Q846	Business Writing	\$195	16 hours
Q855	Collaborative Management	\$295	24 hours
Q801	Cyber Security for Managers	\$195	16 hours
Q809	Google Analytics	\$195	16 hours
Q021	Mobile Marketing	\$195	16 hours
Q071	Leadership Principles	\$145	16 hours
Q817	Self-Publishing eBooks	\$195	16 hours
Q820	Stress Management	\$145	16 hours
Q859	WordPress Fundamentals	\$195	16 hours

...ahd many more!



For detailed course descriptions, dates, instructor information, pricing and to register, go to: **Business.PierceCE.com**

32 hours





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ONLINE CAREER TRAINING

NONCREDIT COURSES



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AutoCad 2015 with AutoCad 3D 235 hours \$3,295 (Exam voucher included)

In this program, you'll master basic and advanced 2D and 3D design skills, while gaining hands-on experience using AutoCAD *2015. You'll begin by exploring basic 2D tools, then you will progress to explore efficiency tools, complex objects, use of external reference and image files, advanced plotting and customizations. Next you'll learn methods of 3D modeling and gain knowledge in 3D fundamentals, while exploring the main features of the advanced 3D modeling workspace. *Highly regarded training for the aerospace and manufacturing industries. Boeing and other employer payments welcomed.*



NEW: Certified Ethical Hacker 100 hours \$2,895 (Exam voucher included)

In this program, you will be immersed in a hacker's mindset, evaluating not just logical, but physical security, exploring every possible point of entry to find the weakest link in an organization. Learn how to scan, test, hack and secure your own systems. Practice the five phases of ethical hacking (reconnaissance, gaining access, enumeration, maintaining access and covering your tracks) and the ways to approach your target and succeed at breaking in every time. Upon completion you will be prepared to sit for the Certified Ethical Hacker (CEH) Exam 312-50.

Certified Global Business Professional 160 hours \$2,495

This program prepares you for the CGBP exam by educating you in four areas: global management, global marketing, supply chain management and trade finance. Learn how to develop a global business plan; conduct research in an international environment; understand the nuances of economic, cultural, legal, political and regulatory differences; and use technology to support global trade. Use hands-on practice to determine logistics, transportation modes, taxes, duties, quotas, trade agreements, use of intermediaries, documentation requirements, insurance, trade conventions and offshore procurement processes.



Forensic Computer Examiner

This comprehensive program prepares you for certification in this emerging field. You'll not only learn to thoroughly examine digital media, but also to clearly document, control, prepare and present examination results that will stand up in a court of law. You'll train to be able to identify where and how data is stored; how to recover and interpret data; and how to draw appropriate conclusions. Education on the ethics of computer forensics is included along with hands-on exercises that emphasize learning by doing.

Help Desk Analyst Tier 1 Support Specialist 120 hours \$1,495

In this program, you will learn about information technology (IT) problem solving, troubleshooting, commonly used industry tools, and the back-office operations of a computer support center. By completing this program you'll understand how to improve support-center productivity, provide exceptional customer support, handle difficult customer situations, implement best practices for problem solving and exhibit assertive confidence while reducing job stress.

ONLINE CAREER TRAINING

Human Resources Professional 120 hours \$1,795

This program is designed to prepare experienced human resource professionals for the PHR certification and covers a comprehensive review of human resources practices. Learn how to contribute to company strategic planning, recruitment, hiring, performance appraisals, employee training, compensation, job analysis, operations, employment laws, regulations, OSHA rules, health and safety, retention, and labor relations.

Lean Six Sigma Green Belt 50 hours \$1,495 (Exam voucher included)

The program provides a solid overview of Lean Six Sigma roles with training in the Define Phase, Measure Phase, Analyze Phase, Improve Phase and Control Phase. You will create the project charter, develop project communication, select measures, plan for data collections, collect baseline data, conduct analysis, brainstorm root causes, develop and validate hypothesis, determine solutions, conduct risk management, create monitoring plans and develop response plans.

Lean Six Sigma Black Belt 75 hours \$1,695 (Exam voucher included)

This program helps you further develop your process improvement, project management and leadership skills. Learn how to manage multiple projects and ensure their alignment meets organizational goals. You will be able to influence people at all levels of an organization to manage change effectively while understanding the why, what and how of statistical analysis tools. This training focuses on increasing revenue, reducing costs and improving collaboration while mentoring Green Belts to plan/execute Lean Six Sigma Processes.

Management for IT Professionals 390 hours \$2,295

This program explores the developmental process and how to be successful in creating change in the IT field. It also focuses on organizational culture and how it influences the way people work to maximize the longterm health of an organization and its people. You will learn essential leadership skills, business practices, budgeting strategies, communication skills and more, all with the goal of helping you run your IT department successfully.

NONCREDIT COURSES

PMI Risk Management

30 hours \$995 (Exam voucher included)

In this program, you will become proficient in the entirety of the Project Management Institute (PMI) Risk Management Professional program and be prepared to sit for the PMI-RMP exam which is globally recognized and in-demand to mitigate company risk through best practices. Upon completing this program you will have in depth knowledge in risk management analysis, budget lifecycles, project scope risk, project schedules and guantitative risk analysis.

NEW: Professional Interpreter 40 hours \$995

Use your bilingual skills to help others communicate and develop the skills necessary to work as an interpreter in a public setting. You'll often work with immigrants in vulnerable situations, assist families as they apply for food stamps and Medicaid, help residents set up utility services or assist refugees as they complete their applications. Gain a clear understanding of what interpreting is, different interpreting techniques and delivery modes. Master your listening skills, learn to transfer information in multicultural situations, develop short-term memory retention, and perform sight translation.

PROFESSIONAL DEVELOPMENT

These classes far exceeded my expectations in terms of quality and quantity. I truly feel ready to start my career!
-S.C., Online Career Training





HEALTH CARE TRAINING ONLINE

NONCREDIT PROGRAMS



MEDICAL BILLING AND CODING

CPC Certified Medical Administrative Assistant with Medical Billing and Coding 500 hours \$3,195 (Exam youchers included

500 hours \$3,195 (Exam vouchers included) This program is geared toward students who have little or no experience as an administrative assistant in the health-care industry. Learn the essential medical office management, computer skills, medical terminology and medical billing and coding to get you started in the field. See the CPC Medical Billing and Coding course description which is also included in this program. Upon completion of this program, you will be prepared to sit for the CPC exam offered by the AAPC and the CMAA exam offered by NHA.

CPC Medical Billing and Coding

340 hours \$2,695 (Exam voucher included)

This is an ideal program for students new to a medical career. Gain a broad understanding of the legal, ethical and regulatory concepts vital to the field. You will build a foundation of medical vocabulary to help you better understand the contents of a patient's medical record, as well as notes from practicing physicians. You will also learn to function as an important member of the health-care team by providing key skills, such as abstracting from medical records, assigning codes to diagnoses, developing insurance claims according to third party guidelines and procedures using the ICD-10-CM, ICD-10-PCS, CPT and HCPCS Level II code books. Upon completion of this program, you will be prepared to sit for the CPC exam offered by the AAPC.



Advanced Coding for the Physician's Office 100 hours \$1,595

This nationally recognized program will teach you diagnostic and procedural coding using CPT, ICD-10-CM and HCPCS Level II coding manuals. This is an advanced program, designed for current coders working in a physician's office, clinic or group practice. Preparation for the CCS-P and CPC exams are included.

Certified Outpatient Coder 200 hours \$1,995

This program teaches fundamental medical coding skills for an outpatient hospital facility or ambulatory surgery center setting and prepares you to take AAPC's COC exam. You will acquire advanced skills to review medical records and determine the appropriate CPT®, HCPCS Level II and ICD-10-CM code sets. This training also teaches you how to apply coding conventions and coding guidelines to maintain compliance and capture appropriate revenue for outpatient facilities.

Advanced Hospital Coding and CCS Prep

80 hours \$1,895

This program will prepare you to take the American Health Information Management Association's official certification exam to become a Certified Coding Specialist (CCS). This program covers ICD-10-CM/PCS medical coding of diagnoses and procedures. It will help you meet the challenge of today's changing standards while learning and improving your coding skills.

Certified Risk Adjustment Coder

160 hours \$1,495 (Exam voucher included)

Upon completion of this program, you will be able to define different models of risk adjustment (HCC, CDPS, HHS-ACA and Hybrid) and understand predictive modeling and its impact. In addition, you will know how to explain risk adjustment as it relates to financial matters, apply official coding guidelines, identify elements of medical records, document deficiencies for diagnosis coding and properly code in ICD-10-CM.





NEW! Administrative **Dental Assistant** 150 hours \$1,795

This program provides you with the essential skills for managing the business aspects of a dental practice. You will learn about dental terminology and anatomy, medical records management, accounts receivable, reimbursement, insurance plans, patient billing, patient scheduling and procedural diagnostic coding.



Certified Electronic Health Records Specialist + Medical Terminology

194 hours \$2,295 (Exam voucher included)

In this program, you'll learn the ins and outs of electronic health records (EHR) systems, along with the many benefits they offer medical practices. You'll get hands-on practice using real EHR software as you prepare to take the NHA CEHRS certification exam. You will also study medical terminology, disorders and medical procedures common to each body system including musculoskeletal, cardiovascular, respiratory, digestive, nervous, endocrine, integumentary, genitourinary, lymphatic and immune.

APPROVED FOR **MyCAA** military spouse funding

(\$4,000 per person)

Certified Health Unit Coordinator 120 hours \$1,495

In this program, you will learn management of information, communication, medical terminology, critical thinking, ethics, confidentiality laws, transcription, safety, patient records, admissions, transfers and discharges. Obtain knowledge about cultural diversity and how it relates to health unit coordination in promoting a healthy environment between staff and patients. Upon completion you will be prepared to sit for the NAHUC certification exam and be prepared to work in hospitals, long term care, medical offices and various health-care facilities.

Certified Medical Administrative Assistant 160 hours \$1,495 (Exam voucher included)

This program prepares you to be a versatile and valuable member of the health-care team who can handle a broad range of duties including patient registration, scheduling, medical records, accounts receivable, data entry, medical claims, insurance, electronic records and composing correspondence. Upon completion of this program you will be prepared for the CMAA exam offered by the NHA.

Certified Professional Medical Auditor

80 hours \$1,695 (Exam voucher included) This program focuses on defining fraud and abuse of regulations. You will study the impact of the OIG Work Plan and Corporate Integrity Agreements. Learn the elements of compliance plans, potential compliance risk areas and the HIPAA privacy rule. Identify medical record documentation standards, record retention standards and errors found in documentation for evaluation, specifically for anesthesia, surgery, radiology, pathology, laboratory and medicine services. You will be prepared to define steps of the audit process, identify statistical sampling types and factors, conduct audits and explain audit findings with the medical provider.



NEWI> Medical Interpreter (Spanish/English) 200 hours \$2,395

In this program, you will master the three interpreting techniques - simultaneous, consecutive and sight translation. Upon completion you will be able to use medical terminology in both Spanish and English and the corresponding transfer into the opposite language. Learn to define colloquialisms and slangs. Train in medical protocol and understand the code of ethics for medical interpreters. Practice in an intensive online laboratory to practice what is learned in each lecture. You will gain a greater understanding of cross-cultural differences that will make you successful in this field.

Medical Office Manager (CPPM) 555 hours \$3,995 (Exam vouchers included)

Learn how to handle a broad range of duties including patient registration, scheduling, medical records management, accounts receivable, predicting revenue cycles, data entry, compliance regulations, human resources and business processes that make medical office management a challenging yet rewarding profession. This in-depth training prepares you to sit for the (CPPM) offered by the AAPC, CMAA and the CEHRS exams offered by the NHA. You will receive the study guide materials, access to practice exams, AAPC membership and a voucher for each exam.

Employer payments and company vouchers accepted! Call 253-840-8453 for more information.

For detailed course descriptions, syllabus, instructor information and to register, go to: Career.PierceCE.com

INSTRUCTORS WANTED

Pierce College Community & Continuing Education is looking for new instructors!

Do you have experience or expertise you want to share with others?

- Art, drawing, hand lettering, painting, sculpture or crafts
- Easy meal prep using fresh ingredients
- Beekeeping
- Healthy eating/organic
- Conversational Spanish
- DIY
- EFT Tapping
- Food truck management
- Gardening
- Guitar
- iPad technology
- Line dancing
- Mindfulness
- Ukulele
- Songwriting
- Zumba
- Sign language
- iPhone photography
- UFOs, sasquatch or ghost hunting
- Etsy & Pinterest
- Elder care options
- Landscape design/planning

No degree required, just knowledge and experience with your proposed topic and a passion to share it with others.

Call **253-840-8451** to discuss your idea, or download a course proposal form at **www.PierceCE.com** and email it to: **tclark@pierce.ctc.edu**

DID YOU KNOW?

K-12 CLOCK HOURS

The Pierce College Community and Continuing Education department is an approved OSPI (Office of the Superintendent of Public Instruction) Clock Hour provider. One contact hour equals one Clock Hour.

EMPLOYER PAID TRAINING

Many employers provide training funds as a benefit to their employees. Contact your human resources office to see if you qualify. We accept company vouchers and employer payments for eligible courses.

CONTINUING EDUCATION UNITS (CEUs)

CEUs provide a permanent record of the completion of significant non-credit educational courses. Ten contact hours equals one CEU.

Questions? Call Lucinda at 253-840-8453.



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Quarter Year 20	Social Security Number	Stu	Student Identification Number (SID)	
Summer Fall			• 	COLLEGE
Winter Spring	To comply with federal laws, we are required to ask for your Social Security Number (SSN) or Individual Taxpayer		Your SID is assigned by Pierce College. You will use your SID to register and pay for	possibilities. realized. Mail completed form to:
Student Status	comply with federal and state reporting requirements and to comply with federal and state reporting requirements and to		courses each quarter.	Pierce College Puyallup
New Male	TIN, you will not be denied access to the college. Pursuant to state and federal law, the college will protect your SSN from	ill protect your SSN from		Attn: Registration Uffice
Returning Female	unauthorized use and/or disclosure.			Puyallup, WA 98374-2222
LAST NAME	FIRST NAME	ME		L PREVIOUS LAST NAME (if applicable)
ADDRESS				STATE ZIP
DAY TELEPHONE	EVENING TELEPHONE	BIRTH DATE MM/DD/YR	/DD/YR EMAIL ADDRESS	ESS
U.S. CITIZEN? Yes No* If no, what type of VISA do you have?	have?	Have you resided in WA State for the last 12 months?	Need CEU's or Clock Hours? CEU's and clock hours	What race do you consider yourself to be?
IIGRANT/PERMANENT RESID JGEE ☐ STUDENTVISA	ENT - card # VISITOR	This will not affect your Community & Continuing Education course fee		American Indian (597) Alaska Native (015) Vietnamese (619) Chinese (605)
OTHER: *If no, please provide a copy of your document(s)	ocument(s)	☐Yes ☐No	Clock Hours	Filipino (608) Korean (612)
ITEM NO. COUR	COURSE TITLE BLDG./ROOM	ROOM DAYS TIME	START DATE FEES	Other Asian or Pacific Islander (621)
				Are you of Spanish or Hispanic Origin?
				Check the statement that best applies to your reason for enrolling:
		A	Add \$20 per CEU and clock hour course \$(x \$20)	
Student Signature:		_ Date:	TOTAL FEES: \$	- OFFICE USE ONLY Phone in
PAYMENTS/REFUNDS: Payment is due at the time of registration. No refunds will be given when a student withdraws less than five (5) days prior to the first class session, after the course begins, or if the student does not attend or stops attending. A \$7 registration fee is nonrefundable. For complete	he time of registration. No refunds will or if the student does not attend or st	l be given when a student withdra ops attending. A \$7 registration fe	aws less than five (5) days prior to ee is nonrefundable. For complete	

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COMMUNITY & CONTINUING EDUCATION REGISTRATION AND POLICIES

Community and Continuing Education requires payment at the time of registration. If payment is not received, the student will be dropped from the course(s).

Please register early as many courses fill quickly or may cancel when not enough students enroll.

Register Online

New and returning Community and Continuing Education students may register online and pay at www.PierceCE.com. Online registrations are processed on weekdays during regular business hours. You will be notified if your registration cannot be processed or if the course is full.

Transformed Register by Phone

Call 253-864-3330 between the hours of 8 a.m. and 4:30 p.m., Monday through Thursday or 8 a.m. to 3 p.m. on Friday and pay with a VISA or MasterCard debit or credit card.

🖎 Register In Person

Register and pay in person at either campus (Fort Steilacoom or Puyallup) through the start date of the course, workshop, or seminar (except Saturdays when the cashier's office is closed).

🖂 Register by Mail

Mail your registration form and payment to: Pierce College, Attention: CCE Registration, 1601 39th Avenue SE, Puyallup, WA 98374-2222. Mail in registrations are accepted up to five days before the start of a course. If your mail-in registration cannot be processed you will be contacted.

n Register for Two or More

Please be prepared to provide a mailing address, day and evening phone numbers, email address, citizenship, residence information and birth date for the other person(s).

Payment Vouchers Accepted

If your course fee is being paid by a company voucher or purchase order, call 253-864-3330 to register. The original signed payment voucher or purchase order must be received no later than five (5) days before the course begins.

CONTENT DISCLAIMER

Pierce College has made every reasonable effort to provide information that is accurate at the time of publication. However, the college reserves the right to make appropriate changes in policies, procedures, calendars, requirements, programs, courses and fees. When feasible, changes will be announced prior to their effective dates, but the college assumes no responsibility for giving any particular notice of any such changes. Nothing contained herein shall be construed to create any offer to contract or any contractual rights.

Refund Policy

0%

Pierce College issues refunds by check to the registered student, regardless of original payment type.

Refunds of course fees will be given as follows:

100% When a course is canceled by Community and Continuing Education.

100% less \$7 When a student withdraws at least five (5) days prior to first class session.

When a student withdraws less than five (5) days prior to first class session, after the course begins or student does not attend (or stops attending) the course.

Deposits on courses, trips, Clock Hours/CEU fees, online courses after usernames and passwords have been issued and/or verified and the \$7 registration fee per course is non-refundable.

For information on the Pacific NW Dental Hygiene Institute refund policies go to www.pierce.ctc.edu/pnwdhi or call 253-964-6248.

If you have an outstanding debt to the college, the college may offset the outstanding debt against any refunds due to you.

Cancellation of Courses

Community and Continuing Education programs are supported by course fees; therefore, courses must meet minimum enrollments to cover costs involved. We cancel courses only when absolutely necessary, but we reserve the right to do so, as well as to reschedule courses and change instructors. When courses are canceled due to low enrollment, we will make every effort to notify students by phone before the start date. Please make sure current day and evening phone numbers are provided to us at the time of registration. If a course is canceled, students may transfer to another course within the same quarter. If students choose not to transfer, they will receive a full refund.

Weather and Emergency Related Closure Information

Pierce College class sessions may be canceled in case of snow, extreme cold, or other emergency. Listen for announcements on local TV and radio news stations for up-to-date information about closures and delays. Also, look online at www. pierce.ctc.edu. In case of class session cancellations due to weather or other emergency related events beyond our control, we will make every effort to accommodate students. However, we do not guarantee make-up hours and will not provide refunds for canceled class sessions.

LIMITATION OF LIABILITY: The college's total liability for claims arising from a contractual relationship with the student in any way related to courses or programs shall be limited to the tuition and expenses paid by the student to the college for those courses or programs. In no event shall the college be liable for any special, indirect, incidental or consequential damages, including but not limited to loss of earnings or profits.

Replacement Fees

A fee will be charged for replacement completion certificates, cards, Clock Hours/CEU forms and other records. Email ce-questions@pierce.ctc.edu or call 253-840-8452 for more information.

Access and Disability Services (ADS)

Contact ADS to request accommodations due to a disability. If you are unsure of your needs, ADS is happy to consult and answer your questions. Contact ADS as soon as possible, as some accommodations take time to implement. More information can be found at www.pierce.ctc.edu/ads.

You can also contact the following:

Fort Steilacoom campus 253-964-6468 email: FSADS@pierce.ctc.edu

Puyallup campus 253-840-8335 email: PYADS@pierce.ctc.edu.

Children in Community and Continuing Education Courses

Community and Continuing Education courses are designed to meet the learning needs of adult learners, unless otherwise designated. We do not provide on-site day care and do not allow unregistered children to attend class sessions or sit unsupervised in public areas. Children under the age of 16 that want to register for a course not designated for children must be accompanied by a parent or guardian who is also registered and will be in attendance at all class sessions with them. Prior approval is required from the instructor. To make a request, please call 253-840-8451 and allow 10 days before the course begins for processing of your request. Children must be registered with their legal name and birthdate in order to participate.

MAP AND DIRECTIONS



PUYALLUP (PUY)

Pierce College Puyallup 1601 39th Ave SE, Puyallup 98374 253-840-8400

From I-5, take the Puyallup exit (127) onto WA Hwy 512. Go east on 512 to the South Hill/ Eatonville exit. As you exit, continue to the right onto Meridian. After first light, merge to far left; turn left onto 37th Ave E. Continue on 37th Ave, which becomes 39th Ave, for about 1 mile. The college entrance is on the left. (Community and Continuing Education staff offices are located on the Puyallup campus in LSC 133.)

Building	are coded as follows:
AAH	Arts & Allied Health
ADM	Gaspard Administration
CTR	College Center

- CDP Garnero Child Development Center
- Health Education Center HFP
- LSC Brouillet Library & Science

FORT STEILACOOM (FS)

Pierce College Fort Steilacoom 9401 Farwest Dr SW, Lakewood 98498 253-964-6500

From I-5, take Gravelly Lake Dr. exit (124). Turn right onto Gravelly Lake Dr. Turn left onto Washington Blvd. and stay on it as it curves to the right and becomes Old Military Rd. Turn right on 112th St. and immediately left onto Farwest Dr. Go about 1.5 miles. The college is on the right. Park in lower lot for CAS and HEF, and upper lot for SNR, OLY and RAI buildings.

Buildings are coded as follows:

- CAS Cascade
- CDF Milgard Child Development Center Health Education Center
- HEF
 - OLY Olympic RAI
 - Rainier
 - SNR Sunrise

Accessing JBLM

After you register for courses, you will be mailed a Verification of Enrollment form. This needs to be presented to Military Police for access to the base.

Due to changing security conditions, these procedures are subject to change with minimal notice. Pierce College at JBLM will make reasonable accommodations to facilitate your enrollment process, however, the security of our armed forces cannot be compromised.

DO NOT call from the gate requesting someone to sponsor you. We CANNOT provide sponsors.

PIERCE COLLEGE at JBLM

Fort Lewis Stone Education Center Bldg 851, Colorado Avenue 253-964-6567 or 253-967-4022 ftlewis@pierce.ctc.edu

Take exit 120 toward Fort Lewis. Merge onto 41st Division Dr. (partial restricted usage road). Turn left onto Colorado Ave. (restricted usage road). The Stone Education Center will be on the left.

McChord AFB Education Center Bldg 851 253-964-6606 or 253-982-5469 McChord@pierce.ctc.edu

Take exit 125 toward McChord Field. Immediately after the installation gate, turn right onto Fairway Rd. (restricted usage road). Turn right onto Lincoln Blvd. (restricted use road). The McChord Education Center will be on the left (in the same building as the library).