Life Long Learning

ARTS & CRAFTS

Art Metals I
NFND 0000
This is a basic course in the fabrication and design of jewelry and metalsmithing. (ARTS 2341)

$301 CEUs 9.6 HRS: 96
70457 South MW
Jan 21-May 15 3:05 p.m.-6:05 p.m.

Design II
NFND 0000
Continuation and expansion of Design I includes the study of compositional principals of two-and three-dimensional art and the creative and expressive use of media. (ARTS 1312)

$296 CEUs 9.6 HRS: 96
70441 North MWF
Jan 21-May 15 8:05 a.m.-10:05 a.m.

Design III
NFND 5948
Prerequisite: Department chair approval.
This course covers elements and principles of art using two- and three-dimensional concepts. This in-depth study of current concerns and practices in the visual arts stresses individually directed studio work. Topics may include, but are not limited to design, drawing, painting, sculpture, ceramics, photography and design communication. Producing a transfer or job-oriented portfolio will be emphasized. (ARTS 2311)

$296 CEUs 9.6 HRS: 96
70446 North TTh
Jan 20-May 15 8:35 a.m.-11:35 a.m.
70445 North TTh
Jan 20-May 15 11:45 a.m.-2:45 p.m.
70444 North MWF
Jan 21-May 15 8:05 a.m.-10:05 a.m.

CAKE DECORATING

Wilton Course 1: Building Buttercream Skills
NFND 0000
Prerequisite: None
Note: Wilton textbook and Wilton Student Kit required (available in SJC bookstore prior to class starting).
This is the foundation for all Wilton Method Courses. Build buttercream skills you can use for all decorating projects—from cupcakes to cakes for any occasion. Learn to ice and decorate a cake and other treats, make six different flowers, pipe lines and make simple borders and letters, transfer images to cakes, and fill and use a decorating bag.

$49 CEUs .8 HRS: 8
70151 North W
Feb 01-Feb 25 6:30 p.m.-8:30 p.m.

Wilton Course 2: Flowers and Cake Design
NFND 0000
Prerequisite: Wilton Course 1.
Note: Wilton textbook and Wilton Student Kit required (available in SJC bookstore prior to class starting).
Design a professional-looking cake! Learn how to select colors, arrange flowers and work with royal icing. You’ll learn core techniques to make a wide variety of flowers, such as pansies, lilies, and The Wilton Rose. Learn to design the color palette and pattern for a cake, complete piping techniques, create seven different types of flowers, learn to pipe royal icing appliques, and new decorative borders.

$49 CEUs .8 HRS: 8
90101 North W
Mar 04-Apr 01 6:30 p.m.-8:30 p.m.

Wilton Course 3: Gum Paste and Fondant
NFND 0000
Prerequisite: Wilton Course 1.
Note: Wilton textbook and Wilton Student Kit required (available in SJC bookstore prior to class starting).
Develop your skills working with fondant and gum paste, and apply them to create shapes, borders and flowers. You’ll also learn how to cover a cake with fondant. Plus, you’ll design and create a complete project using all the techniques you were taught. You will also learn to create different types of bows and flowers, including the calla lily, rose and carnation.

$49 CEUs .8 HRS: 8
90102 North W
Apr 08-Apr 29 6:30 p.m.-8:30 p.m.

Key to Days of Week

| M | Monday |
| T | Tuesday |
| W | Wednesday |
| Th | Thursday |
| F | Friday |
| S | Saturday |
| Su | Sunday |

To register: All campuses 281-542-2020
**Wilton Course 4: Advanced Gum Paste Flowers**

NFND 0000
Pre-requisite: Wilton Courses 1, 2 and 3.
Note: Wilton textbook and Wilton Student Kit required (available in SJC bookstore prior to class starting).
Take your gum paste flower-making skills to an advanced level! Learn how to use gum paste to make detailed, realistic-looking flowers as if they were freshly cut, including Gerbera daisies and stargazer lilies. Plus, you’ll learn how to create a variety of leaves, blossoms and bouquet designs.

$49  
CEUs .8  
HRS: 8
70150  
North  
W  
Jan 07-Jan 28  
6:30 p.m.-8:30 p.m.
90103  
North  
W  
May 06-May 27  
6:30 p.m.-8:30 p.m.

**Wilton Course 1: (En Español) La Decoración con Glaseado de Mantequilla**

NFND 0000
Pre-requisitos: Ninguno
Nota: El libro y el equipo son indispensables para la primera clase (los puede conseguir en librería de San Jacinto College). Con el Curso 1, desarrollará la habilidad de crear proyectos para hacer pastelitos (cupcakes) y pasteles para todas las ocasiones. Aprenderá a cubrir y decorar los pasteles, hacer bordes, escribir, transferir imágenes al pastel, hacer 6 tipos de flores, como utilizar las boquillas y las mangas.

$49  
CEUs .8  
HRS: 8
70139  
Central  
Th  
Feb 05-Mar 05  
6 p.m.-8 p.m.

**Wilton Course 2: (En Español) Flores y Diseño de Pasteles**

NFND 0000
Pre-requisito: Curso 1
Nota: El libro y el equipo son indispensables para la primera clase (los puede conseguir en librería de San Jacinto College). Diseñe un pastel como un profesional. Aprenda a seleccionar los colores, arreglos florales, trabajar con royal icing (merengue), siete flores incluyendo la rosa Wilton, aplicaciones, hacer el tejido de canasta (basket weave), bordes decorativos, otras técnicas para usar las boquillas.

$49  
CEUs .8  
HRS: 8
90075  
Central  
Th  
Mar 12-Apr 09  
6 p.m.-8 p.m.

**Wilton Curso 3: (En Español) Pasta de Goma y Fondant**

NFND 0000
Pre-requisito: Curso 1.
Nota: El libro y el equipo son indispensables para la primera clase (los puede conseguir en librería de San Jacinto College). Aprenda a trabajar con la pasta de goma, hacer variedad de flores y decoraciones con ella. A cubrir un pastel con Fondant. Pintar el fondant con pincel. Creará su pastel con su propio diseño usando las técnicas aprendidas. Hará distintos tipos de flores, como la rosa, la cala, la margarita, el clavel, etc. hacer un lazo.

$49  
CEUs .8  
HRS: 8
90076  
Central  
Th  
Apr 16-May 07  
6 p.m.-8 p.m.

**DANCE**

**Belly Dancing I**

NFND 0000
Prerequisite: None
Note: Students must purchase zills for $15.00-$20.00.
Belly dancing is great exercise! Using the ancient and sensual art of belly dancing you can tone your body and captivate imagination. This class will strive to be creative and aerobic along with stretching and toning all muscle groups.

$80  
CEUs 1.2  
HRS: 12
70137  
Central  
F  
Jan 09-Feb 27  
6 p.m.-7:30 p.m.
**Belly Dancing II**
NFND 0000
Prerequisite: Belly Dancing I
Note: Bring zills and veils to each class.
Belly Dancing II continues to build on the basic techniques learned in the beginning class. This class will focus on more complex movements and combinations of movement with transitions. Students should bring their zills and veil to every class. A short routine will be taught which incorporates the movements taught during the course of the session.

$80  
70074  
Mar 06-May 08  6 p.m.-7:30 p.m.

**Social Dance-Ballroom**
NFND 0000
Are you ready to dance? Learn a Ballroom style dance in four lessons. Taught by an accomplished dance duo-no prior dance skill needed. Partner preferred but not required. Must wear leather shoes or shoes that will slide. Great exercise!

$80  
70145  
Jan 26-Feb 16 7:45 p.m.-9:15 p.m.
90088  
Mar 23-Apr 13 7:45 p.m.-9:15 p.m.
90090  
Apr 20-May 11 7:45 p.m.-9:15 p.m.

**Social Dance-Country Western**
NFND 0000
Are you ready to dance? Learn a Country Western dance in four lessons. Taught by an accomplished dance duo-no prior dance skill needed. Partner preferred but not required. Must wear leather shoes or shoes that will slide. Great exercise!

$80  
70144  
Jan 26-Feb 16 6 p.m.-7:30 p.m.
90087  
Mar 23-Apr 13 6 p.m.-7:30 p.m.
90089  
Apr 20-May 11 6 p.m.-7:30 p.m.

**FINANCIAL MANAGEMENT**
**Retirement Planning Today**
NFND 0000
Prerequisite: None
This course examines many aspects of personal finance and how they can work together to create an integrated successful retirement plan. Shows you how to assess your financial situation and develop a personalized plan to achieve your financial and retirement goals.

$70  
70149  
Jan 29-Feb 12 6:30 p.m.-9:30 p.m.

**LIFE LONG LEARNING**
**Acting I**
NFND 0000
Prerequisite: None
This is an introduction to the basic skills and techniques of acting, with character analysis and development. It includes characterization and lab work in scenes from great dramatic literature. Rehearsal will be scheduled as required. (DRAM 1351)

$281  
70437  
Jan 20-May 15 10:10 a.m.-11:35 a.m.

**Acting II**
NFND 0000
This is a continuation and consolidation of the gains made in DRAM 1351. Rehearsal will be scheduled as required. (DRAM 1352)

$281  
70462  
Jan 20-May 15 10:10 a.m.-11:35 a.m.
70438  
Jan 21-May 15 11:45 a.m.-1:10 p.m.
70439  
Jan 21-May 15 11:45 a.m.-1:10 p.m.
**Fine Arts Photography I**  
NFND 0000  
This is a beginning course in the taking, developing and printing of photographs. Students receive instruction in photographic principles and are given assignments to complete in the laboratory periods or outside class. The College furnishes darkroom facilities and a limited number of cameras. Students will not receive credit for both ARTS 2356 and COMM 1318. (ARTS 2356, COMM 1318)  
**$301 CEUs 9.6 HRS: 96**  
70458 South TTh  
Jan 20-May 15 11:45 a.m.-2:45 p.m.  
70459 South TTh  
Jan 20-May 15 3:05 p.m.-6:05 p.m.

**Introduction to Costuming**  
NFND 0000  
Costuming will focus on the design and building of stage costumes for production. Students will learn to sketch costume designs and will be responsible for a full costume plot for a production. Students will also learn to sew and construct costumes as well as work within a given costuming budget. (DRAM 1342)  
**$301 CEUs 6.4 HRS: 64**  
70436 Central MW  
Jan 21-May 15 10:10 a.m.-11:35 a.m.

**Stagecraft II**  
NFND 0000  
This is an advanced study of the theory and practical applications of theatre lighting, set design, construction techniques, and stage sound. Students are provided the opportunity to participate in actual production situations as members of stage crews. Workshop hours will be scheduled as required. (DRAM 2331)  
**$281 CEUs 4.8 HRS: 48**  
70463 South TTh  
Jan 20-May 15 11:45 a.m.-1:10 p.m.

**Theater Practicum II**  
NFND 0000  
This course is open to all students interested in the theatre. Credit is earned for acting, technical work, or other participation. This is a practicum in theatre with emphasis on technique and procedures with experience gained in play productions. (DRAM 1121)  
**$187 CEUs 9.6 HRS: 96**  
70461 South TBA  
Jan 20-May 15 -

**Theatre**  
NFND 0000  
Prerequisite: None  
This is an introduction to the basic practices, history, theories and styles of the theatre, and includes a survey of major fields of theatrical art. Elementary stage techniques are studied along with fundamental acting techniques. (DRAM 1310)  
**$281 CEUs 4.8 HRS: 48**  
70435 Central M  
Jan 26-May 15 6 p.m.-9 p.m.

**Theatre Practicum I**  
NFND 0000  
Open to all students interested in the theatre. Course is for acting, technical work or other participation. (DRAM 1120)  
**$187 CEUs 9.6 HRS: 96**  
70460 South TBA  
Jan 20-Mar 13 -

To register: All campuses 281-542-2020
Motorcycle Riders Course

NFND 0000
Prerequisite: Student must have a valid driver's license or instructional permit. Students must be able to ride a bicycle.
Note: Motorcycle and helmet for class will be provided. Full attendance for each class day is required. No rescheduling or refunds allowed once class begins.
Upon successful course completion, certificate is issued for submission to the Texas Department of Public Safety (DPS). Motorcycles are furnished (250cc). Students must wear over-the-ankle leather shoes/boots with heels, gloves, long sleeve shirt, long pants, glasses or face shield. Provided helmet must be worn. Depending on student skill level and size of class, hours may vary.
No refunds are given after the course begins.
$210 CEU 1.9 HRS: 19
Meets Friday 6 p.m.-9 p.m. Saturday and Sunday 7:30 a.m.-3:30 p.m.

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MUSIC

class Piano I

NFND 0000
Beginning class piano equips students with little or no background in music with the basic information and techniques necessary at the keyboard. (MUSI 1181) Prerequisite: None.
$187 CEUs 3.2 HRS: 32
70467 South TTh
Jan 20-May 15 11:45 a.m.-12:40 p.m.
70466 South MW
Jan 21-May 15 3:05 p.m.-4 p.m.

College Choir

NFND 0000
The College Choir performs many styles of sacred and secular literature. (MUEN 1141)
$60 CEUs 4.8 HRS: 48
70464 South MWF
Jan 21-May 15 12:25 p.m.-1:20 p.m.
70465 South M
Jan 26-May 15 6:30 p.m.-9:25 p.m.
PAINTING/DRAWING

**Design I**

NFND 0000

Emphasis upon two-dimensional art, including fundamentals of line, color, form, texture, shape, space and arrangement. (ARTS 1311)

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<td>Jan 21-May 15 6:30 p.m.-9:30 p.m.</td>
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**Drawing I**

NFND 0000

A beginning course investigating a variety of media, techniques and subjects, exploring perceptual and descriptive possibilities with consideration of drawing as a developmental process, as well as an end in itself. (ARTS 1316)

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**Drawing II**

NFND 0000

Prerequisite: ARTS 1316

This is a studio course exploring drawing with continued emphasis on descriptive, expressive and conceptual approaches. Students will further develop the ability to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will employ critical analysis to broaden their understanding of drawing as a discipline. (ARTS 1317)

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**Painting I**

NFND 0000

Exploring the potentials of painting media with emphasis on color and composition. (ARTS 2316)

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**Painting II**

NFND 0000

Prerequisite: ARTS 2316 or approval of department chair

Continuation of Painting I with emphasis on individual expression. (ARTS 2317)

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**Sports & Recreation**

**Advanced Martial Arts**

NFND 0000

Note: Textbook required.

A continuation of the Aikido Introductory class. Students that practice Aikido learn how to defend themselves without hurting others. (PHED 2140)

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**Beginning Aikido Martial Arts**

NFND 0000

This co-educational introductory course is open to beginners as well as experienced martial arts students. The class is a fun way to learn a non-competitive, non-aggressive, self-defense Japanese Martial Art. Warm-up exercises, throws, pins, basic Aikido history, theory, and tradition are taught. Emphasis is on movement, stress control, and self-defense. You will learn how to redirect an attacker's strength and momentum as a way to effectively deal with an aggressor. Male or female, big or small, anyone in reasonably good health or physical condition can participate and benefit from this Aikido class.

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<th>CEUs</th>
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<tr>
<td>$129</td>
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<td>70143</td>
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<td>Mar 23-May 13 7 p.m.-8:30 p.m.</td>
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To register: All campuses 281-542-2020
### Fencing I
**NFND 0000**
Note: Equipment provided for use in class with $5 membership to United States Fencing Association (payable by check made to USFA on first day of class).
From the Duel of Honor in the time of Cyrano and d'Artagnan to the modern Olympics, foil fencing has been a cornerstone in training students in the art of swordsmanship. This class will focus on the fundamentals of fencing with the foil. Students will learn footwork, bladework, body positions, fencing attacks and retreats, with a focus on safety and sportsmanship. In each class session, students will engage in supervised bouts and free fencing.

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<th>End Date</th>
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<td>$85</td>
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### Fencing II
**NFNF 0000**
Equipment provided for use in class with $5 membership to USFA (payable by check made to USFA on first day of class). Expand on the basic techniques learned in Fencing I as you learn advanced bladework, footwork, and attacks. In each class period, students will engage in supervised bouts and free fencing. At the end of this advanced course, students will have the opportunity to participate in an in-class tournament with electronic scoring.

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### Golf-Beginning
**NFND 0000**
Basic skills and strokes are stressed. Rules and etiquette of the game are also included. Students must bring their own clubs and a few golf balls. Additional money will also be needed for purchase of golf balls at a driving range where some of the instruction will be conducted. First class meeting will be on campus. Subsequent classes at the driving range.

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### Golf-Intermediate
**NFND 0000**
Attention is given to proper stance, grip, swing, and game process. Supervised help in developing control and accuracy. Students must bring their own golf clubs and a few golf balls. Additional money will also be needed for purchase of balls at a driving range where some of the instruction will be conducted.

<table>
<thead>
<tr>
<th>Course</th>
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<td>$70</td>
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### Martial Arts (Aikido)
**NFND 0000**
A fun way to learn this non-competitive, non-aggressive, self-defense Japanese Martial Art. This multi-level course will be open to beginners as well as advanced students. Warm-up exercises, throws and pins, basic Aikido history, theory, and tradition are taught. Emphasis is on movement, stress control, and self-defense. By redirecting an attacker’s strength and momentum, even a smaller person can effectively deal with a much larger person’s aggression. This class is affiliated with the Aikido Association of America. Certified rank promotion and testing are available through this class. Classes are coed, and anyone in reasonably good health can participate. No uniforms or books are required for the class. Instructor is certified through the Aikido Association of America. (PHED 1140)

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<tr>
<th>Course</th>
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<td>Jan 20-May 15</td>
<td>7:05 p.m.-8:30 p.m.</td>
<td></td>
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</tbody>
</table>

To register: All campuses 281-542-2020
**Scuba - Open Water Diver**

NFND 0000

Note: 6 hours classroom Texas Dive Center in Clear Lake - Tuesday/Thursday nights 6pm-9pm; 8 hours confined water - YMCA on Highway 3 Clear Lake on Saturday/Sunday; then 12 hours open water lake the next Saturday and Sunday (8-5pm all day - 6 hours in actual water time).

Explore a new world-underwater! This course leads to PADI open water diver certification.

Please be sure to call Texas Dive Center at 281-741-9949 and schedule an orientation. This orientation must be completed before you can enter the water with SCUBA equipment.

<table>
<thead>
<tr>
<th>Course</th>
<th>CEUs 2.6</th>
<th>HRS: 26</th>
</tr>
</thead>
<tbody>
<tr>
<td>90099</td>
<td>South</td>
<td>TTh</td>
</tr>
<tr>
<td>Apr 14-Apr 16</td>
<td>6 p.m.-9 p.m.</td>
<td>SaSu</td>
</tr>
<tr>
<td>Apr 18-Apr 19</td>
<td>1 p.m.-5 p.m.</td>
<td>SaSu</td>
</tr>
<tr>
<td>Apr 25-Apr 26</td>
<td>8 a.m.-5 p.m.</td>
<td>SaSu</td>
</tr>
<tr>
<td>90100</td>
<td>South</td>
<td>TTh</td>
</tr>
<tr>
<td>May 05-May 07</td>
<td>6 p.m.-9 p.m.</td>
<td>SaSu</td>
</tr>
<tr>
<td>May 09-May 10</td>
<td>1 p.m.-5 p.m.</td>
<td>SaSu</td>
</tr>
<tr>
<td>May 16-May 17</td>
<td>8 a.m.-5 p.m.</td>
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</tbody>
</table>

**Linked Yoga I**

NFND 0000

This course is an introduction to basic yoga postures, breathing, and relaxation techniques with emphasis on physical practice. (PHED 1134)

<table>
<thead>
<tr>
<th>Course</th>
<th>CEUs 4.8</th>
<th>HRS: 48</th>
</tr>
</thead>
<tbody>
<tr>
<td>70468</td>
<td>South</td>
<td>MW</td>
</tr>
<tr>
<td>Jan 21-May 15</td>
<td>5:30 p.m.-6:55 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

**Linked Yoga II**

NFND 0000

This course is an extension of Yoga I, designed to provide students with expanded knowledge of life management skills by placing emphasis on yoga’s strength, flexibility and stress reduction techniques. Lectures and practice will also focus on concentration techniques, nutrition and self-assessment.

Prerequisite: Yoga I or instructor approval. (PHED 1139)

<table>
<thead>
<tr>
<th>Course</th>
<th>CEUs 4.8</th>
<th>HRS: 48</th>
</tr>
</thead>
<tbody>
<tr>
<td>70469</td>
<td>South</td>
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</tr>
<tr>
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</tr>
</tbody>
</table>
All roads lead to the Life Long Learning Interchange

Silver Scholars

Join an Interchange group and explore new learning opportunities at San Jacinto College!

Kids & Co.

Events for the whole family!

Friends Network

Senior Citizen Discounts!

Beginning Spring 2015 –
The Life Long Learning Interchange will host monthly events and special learning opportunities for members! With three groups under the Interchange umbrella, there are ways for everyone to get involved at San Jacinto College!

• Silver Scholars – providing activities for senior citizens
• Kids & Co. – learning opportunities for kids and teens and their adult family members
• Friends Network – events for adults in the 30-50 age range

Your free Interchange membership gives you entry to each monthly event on campus or in the community, and many other exciting benefits! For more information, please visit the Life Long Learning website at www.sanjac.edu/life-long-learning or call 281-478-3634.

Seniors 55+ take 10% off all Life Long Learning classes!
Online Learning

Partnership with Education to Go
Online learning anytime, anywhere...just a click away!

How to Get Started:
Please review the list of available online courses at www.Ed2Go.com. After selecting your course(s), please contact your nearest CPD Registration office to register. You must make payment for all CPD classes the same day you register. If you have questions about payment arrangements, please be sure to ask your Registration Specialist at the time of registration.

Once you have completed the registration process with San Jacinto College, you will need to access www.ed2go.com. Locate the course title that you registered for and click Enroll Now. Once you have chosen the desired start date, you will need to click continue. If you have never taken an online class, please click “New Student” and follow the prompts to create a new login. Returning students will log in with their previous login and password.

After the log in process, please choose the “already paid” option as you have already made your required payments to San Jacinto College. You will then be given the option to click on the blue highlighted link to complete the orientation process. Once this has been completed, this will grant you access to the classroom.

When your class begins, return to the Online Instruction Center and simply click on the Classroom tab at the top of the page. To begin your studies, simply log in with the username and password you selected during orientation.

General Requirements:
All courses require Internet access, email, Microsoft Internet Explorer, or Firefox Web browsers. Some courses may have additional requirements. Please visit our Online Instruction Center for more information on any of our Ed2Go classes. Call your nearest CPD office to register and pay for your Online Class!

Start Dates:
Requirements for computer/software courses:
Internet access, email, the Microsoft Internet Explorer or MozillaFirefox Web browser, and the Adobe Flash and PDF plug-ins (two free and simple downloads you obtain at www.adobe.com/downloads by clicking Get Adobe Flash Player and Get AdobeReader). You must have your own personal copy of any software required in the course. Software must be installed and operational on your personal computer before the course begins.

To Register: Call 281-542-2020
General Information

How To Contact Us
Continuing & Professional Development (CPD) offices are located on each San Jacinto College campus:

Central Campus: 281-542-2020, Room C-1.128, Interactive Learning Center, 8060 Spencer Hwy., Pasadena, TX 77505

North Campus: 281-542-2020, Room N-12.212, Slovacek Student Center, 5800 Uvalde Road, Houston, TX 77049

South Campus: 281-542-2020, Room S-8.1052, Academic Administration Building, 13735 Beamer Road, Houston, TX 77089

Office hours at all campuses are:
Mon-Thurs: 8 a.m.-6:30 p.m.
Fri: 8 a.m.-4:30 p.m.

Fax or Email Registration
Fax or email your completed registration form at any time. A blank registration form is located in this schedule.
Fax and email access are available 24 hours a day. Registration forms can be received any time, but will not be processed until normal office hours.

Central Campus
Fax: 281-476-1833

North Campus
Fax: 281-459-7196

South Campus
Fax: 281-922-3422

Email: registration.cpd@sjcd.edu

Información General
Para adquirir información en español sobre los programas, lláme a los siguientes números:

Campo Central: 281-542-2020
Campo Norte: 281-542-2020
Campo Sur: 281-542-2020
y pida que se le envíe ésta información.

Registration Is Easy
You can register at any time for most Continuing and Professional Development (CPD) classes. There are normally no special registration days. Registration is accepted by telephone, fax, email, in person (photo identification required), or Web/online (for those who have previously enrolled in credit or non-credit classes at San Jacinto College). Inquire early about any classes you are interested in taking since all classes have limited enrollment and some classes fill very quickly. Please register no later than three business days prior to the first class date. Unless otherwise stated in the course description, the minimum age for independent participation in CPD courses is 18 years.

Telephone Registration
Register by phone. Please have the student personal information and all course information when you call.
For hours, see preceding How to Contact Us section.

Central, North, and South Campus: 281-542-2020

In Person Registration
Identification is required / Se require ID al Rejistrarse en persona
Visit our offices at the following locations.
For hours, see preceding How to Contact Us section.

Central Campus: Interactive Learning Center, Room C-1.128, 8060 Spencer Hwy., Pasadena

North Campus: Slovacek Student Center Building, Room N-12.212, 5800 Uvalde Road, Houston

South Campus: Administration Bldg., Room S-8.1052, 13735 Beamer Road, Houston

Payment
To complete registration for a course, payment must be made at the time of class selection, regardless of method of enrollment. Non-payment will result in an automatic withdrawal from the selected class(es). The College accepts Visa, MasterCard, Discover, American Express and web checks. Debit cards without a Visa or Mastercard logo are accepted for in-person payment only. Payment may be made in person at the campus Business Office, or online at www.sanjac.edu by accessing the SOS system through the “My SanJac” link.

To Register: North, Central, or South Campus call: 281-542-2020
Web Registration

Access the San Jacinto college web site at www.sanjac.edu. Click MySanJac at the very top of the page and then click on the S.O.S. link. If you have not claimed your account and set up your S.O.S. password, please click on the link that states, “please click here to claim your account”. If you have forgotten your S.O.S password, you can reset it online by clicking on the link, “Forgot Password”. If you are still encountering difficulties logging in, please contact Tech Support at 281-998.6137 for further assistance.

If you have not taken classes before, call the campus that is offering your desired course and speak with a registration specialist. If you are currently admitted as a San Jacinto College student, you may access Web registration.

Step 1. Go to the SJC college homepage at www.sanjac.edu. Find the SOS Login located under the “My SanJac” link.

To log in:

Step 2. Enter your user ID—this is your nine-digit SJC student ID (GXXXXXXXX).

Step 3. Enter your Password
If you have never claimed your account or set up a password for SOS, please click the highlighted text to claim your account. If you have claimed your account and set up your questions, please change your password using the Password Self Service system.

Step 4. Select “My Student Records, Registration and Financial Aid” and then follow the detailed directions under “My Registration.”

Step 5. When asked to select a term, select “Continuing Education 2014-15 Sept–Nov.”

Step 6. Be sure to check your schedule to ensure that all classes selected are at the campus or extension center location you desire.

Step 7. After you have selected your classes, click “Complete My Registration.”

Step 8. To complete your registration, select a payment method from the bottom of the page and follow the directions.

Student Web Payment Process

Prior to access to the SOS Login screen, you must be admitted and/or registered for your class(es).

• Access the San Jacinto college web site at www.sanjac.edu and go to the SOS Login located under the “My SanJac” link.
• First enter your User ID# (Student ID number G00XXXXXX)
• New student: If you have never claimed your account or set up a password for SOS, please click the highlighted text to claim your account. If you need assistance retrieving your login information, please contact Tech Support at 281-998-6137.
• Current student: You will need your student ID (G00XXXXXX) and your password to access SOS.

To make a payment on a student account:

Step 1. Select My Student Records, Registration and Financial Aid
Step 2. Select My Registration
Step 3. Select Step 6: review your change and make a payment.

Step 5. Select Student Account Suite (another webpage will open after selecting this option)
- CPD Students must make payment at the time of registration
- You can view the Refund Policy from this screen.
- Classes at least four weeks in length are eligible for a Convenient Payment Plan (CPP). Payment plans can be set up by selecting this payment option and entering your information by following the directions given.

Step 6. Select Make a Payment
Step 7. Select Pay (please verify the class fees before Pay)
Step 8. Select Payment Method then Select Go button
Step 9. Process Payment according to online directions. Please verify that all of your information is correct before you submit your payment.
• Once processed, please print out the confirmation page for your records. If you should have any problems or questions, please contact your Continuing & Professional Development registration office or the campus business office.

Convenient Payment Plan (CPP)

Convenient Payment Plans are available to Continuing & Professional Development (CPD) students under the following guidelines:
1. The length of the Course Section must be a minimum of 30 calendar days.
2. Two plans are available: one for classes four to seven weeks in length; the other for classes 8-16 weeks in length. There will be a $25 setup fee for the CPP payable with the first payment.
3. For a four to seven week class, the student will pay 50 percent plus the $25 set-up fee for the initial payment. One installment payment for the remaining 50 percent balance is due 30 days after the set-up date for the CPP.
4. For an 8-16 week class, the student will pay 50 percent plus the $25 set-up fee on the first payment; the first of two installment payments (each 25 percent of the remaining balance) is due 30 days after the set-up date. The second, final installment payment is due 60 days after the set-up date. The student will be assessed a $25 late payment fee for failure to pay on or before the prescribed payment due dates.
5. A student will be limited to only one CPP during the same term.
6. A student will be limited to a maximum of two plans with a current balance.
7. Failure to make all payments may result in the CPP being forwarded to the collection agency of the College and subject to additional collection fees.

To Register: North, Central, or South Campus call: 281-542-2020

Library Information
Central: 281.476.1850
M-Th: 7:30am - 9pm
Fri: 7:30am-3pm
Sat: 10am-2pm
Sun: 1pm-5pm

South: 281.998.6150 x 3307
M-Th: 8am-9pm
Fri: 8am-3pm
Sat: 10am-1pm
Sun: Closed

North: 281.459.7116
M-Th: 7:30am-9pm
Fri: 7:30am-3pm
Sat: 11am-2pm
Sun: Closed

Cancelled Classes
If San Jacinto College cancels a class, a 100 percent refund is automatically processed for students who do not choose to transfer to another available class. CPD personnel will make every attempt to contact you in the event a class cancels using contact information you have furnished. Please make sure we have a valid daytime phone number on file for you. You may also inquire by calling your respective campus or by logging onto the SOS system on the College website: www.sanjac.edu.

Transfer Requests
Students may request one transfer into another available section prior to the first class of the course for which they are registered. Transfers are considered only on an available seat basis.

Transcript Requests
Most CPD courses earn Continuing Education Units (CEUs) which are reported as part of your permanent student record. Un-official transcripts can be obtained and printed by logging into your SOS account. You may request copies of your transcript in person or by mail by contacting one of the campus enrollment services offices. That office will need a completed Transcript Request Form and a copy of your photo ID. For questions call 281.998.6150.

Drops, Cancellations, and Transfers / Refund Policy

Need to drop your class?
• A 100 percent tuition refund is given if a withdrawal request is received before the class begins. No refund is given after the class begins.
• Courses that are linked with academic courses will adhere to the stated CPD refund policy.
• Withdrawal requests must come directly from the student or his/her designee. A Withdrawal/Transfer Request form will be completed by the person making the request (if the request is by telephone, the CPD registration staff will complete the form to include all pertinent information). The official receipt date is the day and time the request is received in the CPD office. All refunds are paid by check to the student regardless of the method or source of original registration payment. Please allow three to four weeks for the refund check to be processed and mailed to the address given at the time of registration. If there has been an address change, please provide the corrected address with your withdrawal request.

Bookstore Questions?
Please call any of the campus bookstores directly:
Central: 281.476.1898
North: 281.459.7414
South: 281.922.3410
M-Th: 7:45am-7pm
Fri: 7:45am-4:30pm