### PROGRAMS FOR CHILDREN

**XCC201 TEENS IN THE KITCHEN FOR GRADES 9-12**
Tuition $595.00
INTERNATIONAL COOKING*

Students will learn the basics of good nutrition through a tour of international cuisines and food preparation in both the hot and cold kitchen labs. Students will also learn the basics of baking and simple pastry arts. No previous experience is necessary. Led by a professionally trained instructor, each day will feature an appropriate combination of classroom lecture, demonstration, hands-on learning in the kitchen and a little fun, too! Students will prepare and serve their own lunch every day. The week will end with a student-prepared luncheon for invited parents/guests.

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<tbody>
<tr>
<td>64347</td>
<td>Riverhead</td>
<td>M/Tu/W/Th/F</td>
<td>8/8-8/12</td>
<td>9:00am-3:30pm</td>
<td>Culinary Center</td>
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**XCC112 WEB-NASTICS II FOR GRADES 7-12**
Tuition $119.00

Students will create a personal website using HTML and Dreamweaver. They will explore the internet and learn how to use it as a research tool. To take this course, students must be computer literate and have some experience with Microsoft Word. (4 meetings)

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<tr>
<td>64320</td>
<td>Ammerman</td>
<td>M/Tu/W/Th</td>
<td>8/1-8/4</td>
<td>9:00am-12:00pm</td>
<td>Smithtown Bldg., 118</td>
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**XCC132 MEDICAL ADVENTURES FOR GRADES 6-8**
Tuition $199.00

Students will learn about medical school and medical research including the systems of the body, how our brains produce thoughts and how we fight viruses. Students move from interns to specialists as they go from medical school to a medical center and research lab. Their adventure concludes in an emergency where their medical skills are put to the test. A medical ethics debate is included. Skills in biology, health, medical specialties, career awareness, reading and writing will be acquired. (8 meetings)

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<tr>
<td>64321</td>
<td>Ammerman</td>
<td>M/Tu/W/Th</td>
<td>7/18-7/28</td>
<td>9:00am-12:30pm</td>
<td>Smithtown Bldg., 12</td>
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**CODING AND GAMING COURSES FOR YOUTH (Rising 6th Graders-Rising 10th Graders)**

These programs are designed by Black Rocket, an educational technology company that specializes in emerging technologies and instruction. Black Rocket has more than a decade of experience designing programs in the STEM and digital arts fields. Every program is powered by the campers’ innate imaginations and designed to bring their ideas to life in a fun, hands-on learning environment. From concept to creation, students will demonstrate their masterpieces to the world at the end of each week. All Black Rocket programs mirror real-life experiences and the collaborative nature of the design process. Students will work in pairs at times. Each student will have their own computer.

**XCC400 MAKING YOUR FIRST 3D VIDEO GAME**
Tuition $149.00

Students will learn the physics behind 3D games, explore beginner event scripting, level design, and controlling flow of gameplay. They will also learn storytelling. (4 meetings)

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<tr>
<td>64335</td>
<td>Ammerman</td>
<td>M-Th</td>
<td>6/27-6/30</td>
<td>9:00am-12:00pm</td>
<td>Smithtown Bldg., 118</td>
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**XCC401 APP ATTACK**
Tuition $149.00

Using a specialized app and game development tool, students will explore the world of web-based (HTML5) mobile apps. In addition to learning the basics of mobile app design and game development, they will experience the world of app publishing. Student-created apps will be accessible on a private site and can be played on any mobile device or computer. No prior experience is necessary and students do not need to own a smartphone or tablet to take this class. (4 meetings)

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<td>7/11-7/14</td>
<td>9:00am-12:00pm</td>
<td>Smithtown Bldg., 118</td>
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</table>

**XCC402 CODE BREAKERS**
Tuition $149.00

Calling all future coders, programmers, and designers! Learn the basics of coding languages like HTML, JavaScript, and CSS through a series of web projects and design challenges. Whether you want to be the next Mark Zuckerberg or the high school student who just made $1 million dollars for programming at home, this course has the essentials you need to begin your journey. (4 meetings)

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<td>64337</td>
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<td>7/18-7/21</td>
<td>9:00am-12:00pm</td>
<td>Smithtown Bldg., 118</td>
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**XCC403 MINECRAFT® MODDERS**
Tuition $149.00

Use your favorite game to learn the basics of modding and the foundations of programming. Learn scripting and logic statements as you create your first mod. Introductory coding will also be taught through a simulated environment inspired by Minecraft®. (4 meetings)

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<td>7/25-7/28</td>
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<td>Smithtown Bldg., 118</td>
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**EXAM PREPARATION**

**XEP119 EARTH SCIENCE REGENTS REVIEW**
Tuition $159.00

Review for the Earth Science Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barrons Regents Exams and Answers for this course to class. (6 meetings)

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</table>
*Course Carries Student Accident Insurance Fee of $9.50
Review for the Biology Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barrons Regents Exams and Answers for this course to class. (6 meetings)

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<tr>
<td>64254</td>
<td>Ammerman</td>
<td>Tu/Th</td>
<td>5/24-6/9</td>
<td>7:00pm-9:00pm</td>
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Review for the Chemistry Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barrons Regents Exams and Answers for this course to class. (6 meetings)

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Review for the Physics Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barrons Regents Exams and Answers for this course to class. (6 meetings)

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<td>5/24-6/9</td>
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Review for the Algebra Regents Exam (COMMON CORE) by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barrons Regents Exams and Answers for this course to class. (6 meetings)

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<td>64257</td>
<td>Ammerman</td>
<td>Mon/Wed</td>
<td>5/23-6/13</td>
<td>6:30pm-8:30pm</td>
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Review for the Geometry Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barrons Regents Exams and Answers for this course to class. (6 meetings)

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<tr>
<td>64258</td>
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<td>Mon/Wed</td>
<td>5/23-6/13</td>
<td>6:30pm-8:30pm</td>
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Review for the Trigonometry Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barrons Regents Exams and Answers for this course to class. (4 meetings)

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<tr>
<td>64289</td>
<td>Ammerman</td>
<td>Tu/Th</td>
<td>5/17-5/26</td>
<td>6:30pm-9:30pm</td>
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Review for the Trigonometry Regents Exam by participating in an intensive workshop. Prepare for the practical, multiple choice and short answer portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barrons Regents Exams and Answers for this course to class. (5 meetings)

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<td>Ammerman</td>
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<td>5/23-6/13</td>
<td>6:30pm-8:30pm</td>
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Review for the U.S. Government and History Regents Exam by participating in an intensive workshop. Prepare for the multiple choice, essay and DBQ portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barrons Regents Exams and Answers for this course to class. (6 meetings)

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<td>5/24-6/9</td>
<td>4:30pm-6:30pm</td>
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Review for the Global History Regents Exam by participating in an intensive workshop. Prepare for the multiple choice, essay and document-based questions (DBQ) portions of the exam through in-class problem solving and strategizing, practice test taking and by developing a personal study plan. Students must bring the current Barrons Regents Exams and Answers for this course to class. (6 meetings)

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<td>Tu/Th</td>
<td>5/24-6/9</td>
<td>4:30pm-6:30pm</td>
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Review for the latest version of the Scholastic Aptitude Test (SAT) by participating in an intensive workshop for high school juniors/seniors using the acclaimed Cambridge Test Prep System. Prepare for the mathematics, verbal and writing portions which include basic reviewing skills, in-class problem solving and strategizing, practice test taking and developing a personal study plan. Information about the new student security rules for registration and testing will be covered. All students will receive Cambridge’s SAT Victory text. (6 meetings)

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<td>64262</td>
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<td>Tu/Th</td>
<td>5/17-6/2</td>
<td>6:00pm-9:00pm</td>
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*Course Carries Student Accident Insurance Fee of $9.50

**Tuition**: $159.00

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**Tuition**: $159.00

**Tuition**: $279.00

3
XEP114 GRE PREPARATION COURSE  
Tuition $299.00  
Prepare for the Graduate Record Examination (GRE), the entrance exam required for many graduate school programs. This course reviews quantitative and verbal skills and provides an overview of the test structure using the actual Cambridge GRE Preparation System. The review focuses on successful techniques for both the verbal and quantitative sections of the exam through Cambridge’s Six-Step Approach™. All students will receive Cambridge’s GRE Victory text. (6 meetings)  
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64268  Ammerman  Mon/Wed  7/11-7/27  6:30pm-9:30pm  Southampton Bldg., 125

XEP120 MATH FOR INTRODUCTORY SCIENCE COURSES  
Tuition $159.00  
Review the basics of algebra. This course is designed for students who need to brush up on mathematical skills prior to taking credit-bearing courses such as engineering, chemistry or physics. (4 meetings)  
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64264  Ammerman  M/Tu/W/Th  5/16-5/20  6:00pm-9:45pm  Southampton Bldg., 128

XSC105 CHEMISTRY REVIEW FOR BIOLOGY STUDENTS  
Tuition $45.00  
Reviews what chemistry students must know for success in college biology and the anatomy and physiology sequence. This course is intended as a brush up of the knowledge and skills that students need in this area. It will not serve to replace a chemistry course. Students must purchase the text An Introduction to Chemistry for Biology Students, by George I. Sackheim, published by Pearson (ISBN 978-0-8053-9571-6). Prerequisite: High school chemistry or its equivalent. (2 meetings)  
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64265  Ammerman  Mon  5/16-5/17  9:00am-12:30pm  Southampton Bldg., 129
64266  Ammerman  Wed/Th  5/18-5/19  6:00pm-9:30pm  Southampton Bldg., 121

XSC106 PREPARATION FOR INTRODUCTORY SCIENCE COURSES  
Tuition $65.00  
Get the tools you need to succeed in an introductory college chemistry or biology course. Students are required to purchase: On the Spot’s Schaum’s Outline of General, Organic and Biological Chemistry. (2 meetings)  
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64267  Ammerman  Wed/Th  5/18-5/19  9:00am-3:30pm  Southampton Bldg., 125

XEP118 NYPD POLICE OFFICER ENTRANCE EXAM PREPARATION  
Tuition $45.00  
Learn the "ins and outs" of the NYPD Police Officer Entrance Exam from a New York City Police Department Lieutenant. This two-hour course is designed to give those interested in criminal justice valuable insight into this exam. (1 meeting)  
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64268  Ammerman  Friday  7/22  7:30pm-9:30pm  Southampton Bldg., 125

XEP100 NOTARY PUBLIC PREPARATION  
Tuition $35.00  
Prepare for New York State's Notary Public Exam. This course will familiarize the student with registration and test procedure. An additional course covering notary public license law. (1 meeting/2 hours)  
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64269  Ammerman  Wednesday  6/15  6:00pm-9:00pm  Southampton Bldg., 125
64270  Online  Monday  8/8-8/14  Online  Online

COMPUTER COURSES

Students are required to bring a USB Flash Drive with a minimum of 1GB storage to all computer classes.  
Note: Certain income-eligible students may be able to take our basic computer course free of charge. Please contact Jeanne Duros at 631-451-4470 to determine your eligibility.

MICROSOFT OFFICE SUITE

XCA135 INTRODUCTION TO MICROSOFT OFFICE  
Tuition $135.00  
Learn how to use the popular Microsoft Office package that includes Word (word processing), Excel (spreadsheet) and Access (database management). (4 meetings) (1.0 CEU)  
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64271  Ammerman  Friday  6/3-6/24  6:30pm-9:00pm  Smithtown Bldg., 118

XCA105 INTRODUCTION TO MICROSOFT EXCEL  
Tuition $159.00  
Provides hands-on experience on the PC for the creation of electronic spreadsheets using Excel, Microsoft’s spreadsheet package. Topics include basics of spreadsheet design and use of statistical and financial functions to produce reports. Prerequisite: XCO116 or equivalent knowledge. (4 meetings) (1.5 CEUs)  
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64272  Ammerman  Tu/Th  6/7-6/16  6:15pm-10:00pm  Smithtown Bldg., 118
64273  Grant  Wed/Fri  6/8-6/17  6:15pm-10:00pm  Sally Ann Slacke Ctr. 116

XCA205 INTERMEDIATE MICROSOFT EXCEL  
Tuition $159.00  
Covers topics such as data management, template manipulation and management, file manipulation, function manipulation and management, and toolbar management. Prerequisite: XCA105. (4 meetings) (1.5 CEUs)  
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64274  Ammerman  Tu/Th  6/21-6/30  6:15pm-10:00pm  Smithtown Bldg., 118
64275  Eastern  Wed/Fri  6/22-7/1  6:15pm-10:00pm  Orient Bldg., 209

XCA305 ADVANCED MICROSOFT EXCEL  
Tuition $159.00  
Expands on the intermediate course and covers data analysis with pivot tables, workbook management, macro creation and advanced graphing techniques. Prerequisite: XCA205. (4 meetings) (1.5 CEUs)  
CRN  CAMPUS  DAY  DATE  TIME  ROOM  
64276  Ammerman  Tu/Th  7/12-7/21  6:15pm-10:00pm  Riverhead Bldg., 21C
XCG106 INTRODUCTION TO ADOBE PHOTOSHOP  
Tuition $135.00
Learn how to use Adobe Photoshop to create professional images ready for publication in print, multimedia and on the web. Practice with tools, commands and features that enhance images and optimize color. Prerequisite: XCO116 or equivalent knowledge. (3 meetings) (1.2 CEUs)
CRN   CAMPUS    DAY     DATE     TIME     ROOM
64277  Ammerman  Mon/Wed  6/8-6/13  6:00pm-9:00pm  Riverhead Bldg., 21C
64278  Eastern    Tuesday  6/14-6/28  6:30pm-9:30pm  Orient Bldg., 209

XCG206 INTERMEDIATE ADOBE PHOTOSHOP  
Tuition $135.00
Build on the basics learned in Introduction to Adobe Photoshop. Image combining, enhancement retouching, scanning specifications, perfect masking and layering skills will be covered. Prerequisite: XCG106 or equivalent knowledge. (3 meetings) (1.2 CEUs)
CRN   CAMPUS    DAY     DATE     TIME     ROOM
64279  Ammerman  Mon/Wed  7/11-7/18  6:00pm-10:00pm  Riverhead Bldg., 21C

WEB PAGE DEVELOPMENT

XCW110 WEB PAGE DESIGN WITH HTML  
Tuition $135.00
Learn to create Web pages using HTML code. Topics will include creating links, adding graphics, using FTP, registering domain names, and locating site hosts. Prerequisites: XCO116 or equivalent knowledge. (4 meetings) (1.2 CEUs)
CRN   CAMPUS    DAY     DATE     TIME     ROOM
64280  Grant     Mon/Wed  6/20-6/29  6:30pm-9:30pm  Sally Ann Slacke Ctr., 116

XCW210 INTERMEDIATE WEB PAGE DESIGN WITH HTML  
Tuition $135.00
Learn to create Web pages using advanced features of HTML code and cascading style sheets (CSS). Prerequisite: XCW110. (4 meetings) (1.2 CEUs)
CRN   CAMPUS    DAY     DATE     TIME     ROOM
64281  Grant     Mon/Wed  7/11-7/20  6:30pm-9:30pm  Sally Ann Slacke Ctr., 116

QUICKBOOKS

XCF100 INTRODUCTION TO QUICKBOOKS  
Tuition $179.00
This introductory course covers setting up a small business accounting management system using best-selling software. Learn how to set up your employee, customer and vendor lists, manage your inventory, prepare invoices, pay bills and create reports. There will be no class on June 22, 2016. Prerequisite: XCO116 or equivalent knowledge. (4 meetings) (1.5 CEUs).
CRN   CAMPUS    DAY     DATE     TIME     ROOM
64282  Ammerman  Mon/Wed  6/13-6/27  6:15pm-10:00pm  Smithtown Bldg., 118
64283  Ammerman  Saturday  6/4-6/25  9:00am-12:45pm  Smithtown Bldg., 118

XCF200 INTERMEDIATE QUICKBOOKS  
Tuition $179.00
This course continues the study of Quickbooks. Learn how to track customers, sales, vendors and expenses. Budgeting, forecasting and reporting will also be covered. Prerequisite: XCF100 or equivalent knowledge. (4 meetings) (1.5 CEUs)
CRN   CAMPUS    DAY     DATE     TIME     ROOM
64286  Ammerman  Mon/Wed  7/11-7/20  6:15pm-10:00pm  Smithtown Bldg., 118

COURSES TO AID VOCATIONAL PURSUITS

ENERGY AND CONSTRUCTION

XSC118 LEED GREEN ASSOCIATE v4  
Tuition $199.00
Developed by the U.S. Green Building Council (USGBC), the LEED v4. (Leadership in Energy and Environmental Design) rating system is the most distinguished and widely accepted green building certification in the world. This online course is offered in conjunction with Green Building Research Institute, a major LEED training company. Architects, engineers, interior designers, and contractors will benefit from LEED certification, the first level of which is the LEED Green Associate. You will learn green building and LEED fundamentals and prepare for the LEED Green Associate Exam. Core concepts will include the LEED rating system and green building strategies. Additional topics include an overview of recommended study methods, exam-taking skills and practice questions for the LEED Green Associate Exam. To take the LEED Green Associate Exam, you must have previous experience supporting a LEED-registered project, be working in a sustainable field of work, or have attended an education program that addresses green building principles. Note: One lab meeting on the Ammerman Campus will be required in May. Certain income-eligible students may be able to take this course free of charge. Please contact Jeanne Durso at 631-451-4470 to determine your eligibility. (8 hours)
CRN   CAMPUS    DAY     DATE     TIME     ROOM
64284  Online    Online  5/23-6/12  Online  Online

XSC240 NABCEP SOLAR PV ENTRY LEVEL*  
Tuition $1,595.00
This course will cover basic solar energy principles, photovoltaics and solar panel installation. This course is designed for those individuals interested in the solar energy field. Hands-on and field work experience and all required material will be provided. Aligned with the North American Board of Certified Energy Practitioners (NABCEP) Entry Level nationally recognized exam. The NABCEP Entry Level Exam is a way for candidates to demonstrate that they have achieved a basic knowledge of the fundamental principles of the application, design, installation and operation of PV and Solar Heating systems. The NABCEP Entry Exam is optional. Exam fees are not included. Note: Certain income-eligible students may be able to take this course free of charge. Please contact Jeanne Durso at 631-451-4470 to determine your eligibility. (18 meetings/90 hours)
CRN   CAMPUS    DAY     DATE     TIME     ROOM
64285  Ammerman  Tu/Th  6/2-7/21  5:30pm-10:00pm  Riverhead Bldg., Field Training
64286  Ammerman  Sat  7/9-7/16  9:00am-5:00pm  Riverhead Bldg., Field Training

*Course Carries Student Accident Insurance Fee of $9.50
This course will cover the basic principles of building science, the efficacy of building and insulating materials, and energy efficiency. Hands-on efficiency testing experiences and all required materials will be provided. This course aligned with the Building Performance Institute’s (BPI) nationally recognized exam. **Note:** Certain income-eligible students may be able to take this course free of charge. Please contact Jeanne Durso at 631-451-4470 to determine your eligibility. (19 meetings/90 hours)

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<tbody>
<tr>
<td>64287</td>
<td>Grant</td>
<td>Mon/Wed</td>
<td>6/6-7/25</td>
<td>5:30pm – 9:45pm</td>
<td>Sally Ann Slake Ctr., 105</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fri/Sat</td>
<td>7/8-7/16</td>
<td>10:00am-4:00pm</td>
<td>TBA - Fieldwork</td>
</tr>
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</table>

**XSC350 COMPREHENSIVE BPI ENERGY ANALYST & ENVELOPE**  
Tuition $5,695.00

This course will cover the basic principles of building science, the efficacy of building and insulating materials, energy efficiency and advanced envelope/shell principles. Learn to quantify building performance and prescribe improvements to help tighten the building envelope (shell), stop uncontrolled air leakage and optimize comfort and durability through insulation and HVAC performance. Hands-on efficiency testing experiences and all required materials will be provided. This course aligned with the Building Performance Institute’s (BPI) nationally recognized exam(s). **Note:** Certain income-eligible students may be able to take this course free of charge. Please contact Jeanne Durso at 631-451-4470 to determine your eligibility. (28 meeting/140 hours)

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<tr>
<td></td>
<td></td>
<td>Fri/Sat</td>
<td>8/12-8/20</td>
<td>10:00am-4:00pm</td>
<td>Field Training</td>
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</table>

**SCHOOL AND MEDICAL CERTIFICATION**

**XED112 SAFE SCHOOLS AGAINST VIOLENCE IN EDUCATION TRAINING**  
Tuition $36.00

All applicants for a teaching certificate on or after February 2, 2001, are required to complete at least two clock hours of course work or training in school violence prevention and intervention in accordance with Section 3004 of the Education Law. This includes applicants for certificates in administrative and supervisory service, classroom teaching service and pupil personnel service. Successful completion of this two-hour course will permit students to meet this requirement. (2 hours)

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<td>64291</td>
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<td>6/3</td>
<td>3:00pm-5:00pm</td>
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</table>

**XED114 IDENTIFICATION AND TREATMENT OF CHILD ABUSE**  
Tuition $45.00

Meets the training requirements of Chapter 544 of the Laws of New York, 1988, for licensure and re-registration effective January 1, 1991, which mandates that professionals with provisional certificates and those needing to renew licenses must provide documentation of having completed course work or training regarding the identification and reporting of child abuse and maltreatment. (3 hours)

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<tbody>
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<tr>
<td>64293</td>
<td>Online</td>
<td>Friday</td>
<td>6/3</td>
<td>12:00pm-3:00pm</td>
<td>119</td>
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</tbody>
</table>

**XAH150 INFECTION CONTROL WORKSHOP**  
Tuition $45.00

Meets the training requirements of Chapter 786 of the Education Laws of 1992, as amended, which established a new requirement for all dentists, dental hygienists, licensed practical and registered nurses, optometrists, and podiatrists. The law states that these professionals who completed course work or training in infection control on or before July 1, 1994, must update this information every four years thereafter and attest compliance to the State Education Department with every application. All physicians, physician assistants and special assistants must attest compliance to the Department of Health. The required documentation will be supplied to all participants. Please bring your license/permit/control or certificate number to the workshop. (3 hours)

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<td>64295</td>
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<td>6/3</td>
<td>12:00pm-3:00pm</td>
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</table>

**MEDICAL BILLING SERIES**

Upon completion of XMB101, XMB102 AND XMB103 students will receive a series completion certificate.

**XMB101 INTRODUCTION TO CODING DIAGNOSES FOR BILLING**  
Tuition $105.00

A skill-based course with minimal theory which will introduce students to ICD10CM coding using practice exercises. Students must purchase ICD-10-CM 2016, The Complete Official Codebook published by the American Medical Association (ISBN 978-1622022212). This is the first course in a series. (3 meetings)

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<tbody>
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<td>6/7-6/14</td>
<td>6:30pm-9:30pm</td>
<td>Southampton Bldg., 129</td>
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</table>

**XMB102 INTRODUCTION TO CODING PROCEDURES FOR BILLING (CPT4)**  
Tuition $159.00

A skill-based course with minimal theory that will introduce students to the CPT4 coding system, the basis for medical billing. Students must purchase Current Procedural Terminology CPT-2016 published by the American Medical Association. (ISBN 978-1622022045). Prerequisite: XMB101. (3 meetings)

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<td>6/6-6/23</td>
<td>6:00pm-10:00pm</td>
<td>Southampton Bldg., 129</td>
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</tbody>
</table>

*Course Carries Student Accident Insurance Fee of $9.50*
XMB103 INTRODUCTION TO BILLING IN THE MEDICAL OFFICE  
Tuition $115.00  
Introduces students to billing in the medical office. Upon completion, the student will be able to identify medical terms necessary for the billing process, identify and work with the HCFA 1500 insurance form, and handle form submission and follow-up of claims. Prerequisite: XMB102. (3 meetings)

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<tr>
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<td>6:00pm-9:00pm</td>
<td>Southampton Bldg., 129</td>
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XMB104 COMPUTERIZED MEDICAL BILLING  
Tuition $185.00  

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<td>7/19-7/28</td>
<td>5:30pm-10:00pm</td>
<td>Smithtown Bldg., 118</td>
</tr>
</tbody>
</table>

PHARMACY TECHNICIAN PROGRAM

Please contact Michael Riggio in the Office for Continuing Education 631-451-4892 prior to 5/15/16 to arrange for an interview and an admissions assessment to determine your eligibility. Note: Certain income-eligible students may be able to take these courses free of charge. Please contact Jeanne Durso 631-451-4470 to find out if you qualify.

XAH510 PHARMACY TECHNICIAN PART I*  
Tuition $1,895.00  
Part I of a two-semester program. Acquire the knowledge and skills necessary to obtain employment in pharmacies under the supervision of registered pharmacists or licensed pharmacy technicians. Students must possess a high school diploma or a GED. Note: Field placement is required.

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<td>M/Tu/W/Th/F</td>
<td>6/1-8/18</td>
<td>9:00am – 5:00pm</td>
<td>Sally Ann Slacke Ctr., 101</td>
</tr>
</tbody>
</table>

XAH511 PHARMACY TECHNICIAN PART II*  
Tuition $1,895.00  
Builds upon knowledge and skills acquired in XAH510. Prerequisite: Successful completion of XAH510 (Pharmacy Technician Part I) is required. Note: Field placement is required.

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<tbody>
<tr>
<td>64302</td>
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<td>Tu/Th</td>
<td>6/2-8/18</td>
<td>6:00pm-10:00pm</td>
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</table>

OPHTHALMIC TECHNICIAN ASSISTANT PROGRAM

Please contact Andrea Dunkirk in the Office for Continuing Education 631-451-4552 prior to 5/15/16 to arrange for an interview and an admissions assessment to determine your eligibility. Note: Certain income-eligible students may be able to take these courses free of charge. Please contact Jeanne Durso 631-451-4470 to find out if you qualify.

XOT500 OPHTHALMIC TECHNICIAN ASSISTANT PART I*  
Tuition $1,595.00  
Part I of a two-semester program. Students will acquire the knowledge and skills necessary to obtain employment in optical centers under the supervision of a licensed optician. Participants must possess a high school diploma or a GED. Note: Class times will vary and students must be available Monday through Friday from 5:30 pm to 9:30 pm.

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<tbody>
<tr>
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<td>Grant</td>
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<td>6/1-8/18</td>
<td>5:30pm-9:30pm</td>
<td>Sally Ann Slacke Ctr., 101</td>
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</tbody>
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HEALTH INFORMATION TECHNOLOGY

XHI100 HEALTH IT TRAINER  
Tuition $1,100.00  
This course will provide the skills information technology professionals need to work as trainers for a wide range of health care providers who are or will be using Electronic Health Records (EHR). Learn to accurately assess the training needs of employees, design lesson plans and learning experiences and maintain accurate records of training events and user participation. Successful completers of this course will be able to design and deliver health training programs using adult learning principles. Prerequisite: Two years of IT experience. Experience with training is preferred. Note: One lab meeting on the Ammerman Campus will be required in May. Certain income-eligible students may be able to take this course free of charge. Please contact Jeanne Durso at 631-451-4470 to determine your eligibility. (78 hours)

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<td>5/23-8/12</td>
<td>Online</td>
<td>Online</td>
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</table>

XHI200 HEALTH IT SOFTWARE SUPPORT SPECIALIST  
Tuition $1,100.00  
This course will provide information technology professionals with the practical knowledge necessary to give technical support in clinical and public health settings. Successful completers will have the skills needed to maintain systems, upgrade software, provide user support and install patches, as needed. Completers of this training will be able to document IT problems and implement solutions, support systems security, create audit functions for end-users, apply usability principles as well as ensure that privacy and security functions are appropriately configured. Prerequisite: Experience upgrading and maintaining software or providing user support is required. Note: One lab meeting on the Ammerman Campus will be required in May. Certain income-eligible students may be able to take this course free of charge. Please contact Jeanne Durso at 631-451-4470 to determine your eligibility. (78 hours)

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<tr>
<td>64305</td>
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<td>Online</td>
<td>5/23-8/12</td>
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</table>
XBM310 ADVANCED GLOBAL SUPPLY CHAIN MANAGEMENT **Tuition $195.00**

This course, which consist of four courses, will outline all the challenges of managing your responsibilities in importing and exporting in a global supply chain. Operations, logistics, sales, purchasing, legal, supply chain, financial and trade compliance areas will all be addressed. You will walk away with a fundamental overview of what it takes to work in a global supply chain and understand the basic skill set requirements. You will be able to operate the various responsibilities in importing and exporting and navigate the challenges and risks inherent in a global supply chain. Students are required to attend all four classes in order to receive their certificate of completion. Seminars 2-4 will be offered during the academic year. The text is provided. (1 meeting/8 hours)

**Seminar 1:**
- Overview of Global Trade Challenges
- Driving Risk and Spend Out of the Supply Chain
- Options in Gaining Competitive Advantage
- Global Sourcing Issue

**Seminar 2:**
- Purchase Management 101
- Define the Supply Chain
- Purchasing Management
- Responsibilities Overview
- Raising the Bar in Purchasing Management
- Foreign Sourcing versus Domestic Purchasing Overview
- Challenges in managing Risk and Costs in Supply Chain
- Insurance Considerations in Procurement

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<tr>
<td>64346</td>
<td>Grant</td>
<td>Monday</td>
<td>6/13</td>
<td>9:00am – 5:30pm</td>
<td>Sally Slacke, 105</td>
</tr>
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</table>

XBM160 BEST PRACTICES IN PURCHASING MANAGEMENT **Tuition $195.00**

This course consists of four seminars. Purchasing management is becoming an increasingly critical component of any growing organization. This class teaches the necessary skill sets to master this responsibility, negotiate better deals and reduce risk and spend within their organization on an enterprise basis. The student will be able to operate the various responsibilities in purchasing management and operate with a “best practice” mindset and structure. Seminars 2-4 will be offered during the academic year. The text is provided. (1 meeting/8 hours)

**Seminar 1:**
- Discussion of the various responsibilities in importing and exporting and navigate the challenges and risks inherent in a global supply chain. Operations, logistics, sales, purchasing, legal, supply chain, financial and trade compliance areas will all be addressed. You will walk away with a fundamental overview of what it takes to work in a global supply chain and understand the basic skill set requirements. You will be able to operate the various responsibilities in importing and exporting and navigate the challenges and risks inherent in a global supply chain. Students are required to attend all four classes in order to receive their certificate of completion. Seminars 2-4 will be offered during the academic year. The text is provided. (1 meeting/8 hours)

**Seminar 2:**
- Purchase Management 101
- Define the Supply Chain
- Purchasing Management
- Responsibilities Overview
- Raising the Bar in Purchasing Management
- Foreign Sourcing versus Domestic Purchasing Overview
- Challenges in managing Risk and Costs in Supply Chain
- Insurance Considerations in Procurement

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<tbody>
<tr>
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<td>Grant</td>
<td>Tuesday</td>
<td>6/14</td>
<td>9:00am – 5:30pm</td>
<td>Sally Slacke, 105</td>
</tr>
</tbody>
</table>

HEALTH AND WELLNESS COURSES

XFT104 TAI CHI FOR EVERYONE* **Tuition $135.00**

Learn a form of exercise that will help increase your energy level and reduce stress, improve balance and coordination while maintaining your strength and flexibility. This form of exercise consists of gentle postures combined with slow continuous movements. (5 meetings)

**Seminar 1:**
- Learn the basics of Tai Chi
- Experience the challenge and pleasures of golf while acquiring the fundamentals. Learn alignment, stance, posture, body rotation, weight transfer and balance and the proper technique for putting, chipping and pitching. The course will cover the rules and etiquette of golf and prepare you to enjoy the terrific golf courses Long Island has to offer. The class will meet at Heartland Golf Park in the Brentwood-Deer Park area. There will be a charge of $15.00 per session for range balls. (5 meetings)

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<tbody>
<tr>
<td>64307</td>
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<td>Saturday</td>
<td>5/28-6/25</td>
<td>10:00am-12:00pm</td>
<td>Brookhaven Gym, 2</td>
</tr>
</tbody>
</table>

XFT121 GOLF FOR BEGINNERS* **Tuition $199.00**

Experience the challenge and pleasures of golf while acquiring the fundamentals. Learn alignment, stance, posture, body rotation, weight transfer and balance and the proper technique for putting, chipping and pitching. The course will cover the rules and etiquette of golf and prepare you to enjoy the terrific golf courses Long Island has to offer. The class will meet at Heartland Golf Park in the Brentwood-Deer Park area. There will be a charge of $15.00 per session for range balls. (5 meetings)

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<td>Thursday</td>
<td>6/2-6/30</td>
<td>6:00pm-7:30pm</td>
<td>Off Campus</td>
</tr>
</tbody>
</table>

XFT124 YOGA* **Tuition $95.00**

Boost your concentration, flexibility and strength through Vinyasa Yoga by linking breath and movement. This active approach to yoga provides a mind/body workout that relaxes and invigorates at the same time. These sessions are suitable for all levels. Wear comfortable clothing! The instructor is an experienced yoga practitioner. This course is not designed for individuals who have pre-existing medical conditions that can be made worse by exercise. All participants should consult with their physicians prior to undertaking any program of exercise. Prior to the beginning of these classes, all course participants must read and sign an Assumption of Risk Release form. (8 meetings)

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<td>Ammerman</td>
<td>Tu/Th</td>
<td>6/2-6/28</td>
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</tr>
<tr>
<td>64324</td>
<td>Ammerman</td>
<td>Tu/Th</td>
<td>7/5-7/28</td>
<td>5:00pm-5:50pm</td>
<td>Brookhaven Gym, Room 2</td>
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</tbody>
</table>

XSH133 MINDFULNESS THROUGH MEDITATION **Tuition $35.00**

*Course Carries Student Accident Insurance Fee of $9.50
Today more than ever before, people from every walk of life are using meditation, with its tremendous health and social benefits, to enhance their personal or professional lives. This course explores Eastern and Western philosophy and meditative approaches. Please bring the following to class: a mat, cushion or blanket, paper, pencil, and a water bottle. Please dress in comfortable clothing. (1 meeting)

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<tr>
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<td>Saturday</td>
<td>8/6</td>
<td>10:00am-1:00pm</td>
<td>Brookhaven Gym, Room 2</td>
</tr>
</tbody>
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**PERSONAL ENRICHMENT COURSES**

**ARTISTIC EXPRESSION**

**XFA104 BASIC DIGITAL PHOTOGRAPHY**  
Tuition $108.00  
This workshop provides an exciting opportunity to explore the fascinating world of digital photography. Topics include composition, light and shadow, portraiture, abstract and landscape photography. Explore how you intend to use your images – for the internet or print. What about noise reduction, burst speed, white balance, optical and digital zoom, buffer, and burst mode? Further explore these issues and the specifics of digital camera controls, such as resolution, formatting, color space and correct exposure. Students need to bring a DSLR (digital single-lens reflex) camera to class. Each week students will bring in prints for group discussion and critique.  
(6 meetings)

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<td>6/7-6/23</td>
<td>7:00pm-9:00pm</td>
<td>Southampton Bldg., 110</td>
</tr>
</tbody>
</table>

**XFA117 PORTRAIT PHOTOGRAPHY**  
Tuition $108.00  
This course is designed to provide students with the skills necessary to create a successful portrait. Students will explore a variety of methods and approaches to portrait photography. Topics will include lighting, location, film choice and composition. Each week students will shoot photos and critique their work in class. Students must bring their digital camera to class.  
(4 meetings)

<table>
<thead>
<tr>
<th>CRN</th>
<th>CAMPUS</th>
<th>DAY</th>
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<th>TIME</th>
<th>ROOM</th>
</tr>
</thead>
<tbody>
<tr>
<td>64313</td>
<td>Ammerman</td>
<td>Tu/Th</td>
<td>7/12-7/21</td>
<td>6:30pm-9:30pm</td>
<td>Southampton Bldg., 110</td>
</tr>
</tbody>
</table>

**ANTIQUES**

**XHB100 ANTIQUES FOR FUN AND PROFIT**  
Tuition $64.00  
Is it old? Is it valuable? Is it a collectible? Beginners will learn how to evaluate what they find at estate sales, garage sales, thrift shops and even in their attics.  
(3 meetings)

<table>
<thead>
<tr>
<th>CRN</th>
<th>CAMPUS</th>
<th>DAY</th>
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<th>TIME</th>
<th>ROOM</th>
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</thead>
<tbody>
<tr>
<td>64314</td>
<td>Ammerman</td>
<td>Tuesday</td>
<td>7/12-7/26</td>
<td>7:00pm-9:00pm</td>
<td>Southampton Bldg., 29</td>
</tr>
</tbody>
</table>

**ANNUAL AND CULTURE**

**XFL100 BASIC SPANISH FOR TRAVELERS**  
Tuition $81.00  
Intended for those planning to travel to a Spanish-speaking country. Learn the language you need to get to and from the airport, tour the country, take care of personal needs, enjoy cultural sites and eat at local restaurants.  
(3 meetings)

<table>
<thead>
<tr>
<th>CRN</th>
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<th>DAY</th>
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<tbody>
<tr>
<td>64315</td>
<td>Ammerman</td>
<td>Tu/Th</td>
<td>6/7-6/14</td>
<td>7:00pm-10:00pm</td>
<td>Southampton Bldg., 225</td>
</tr>
</tbody>
</table>

**XFL105 BASIC FRENCH FOR TRAVELERS**  
Tuition $81.00  
Intended for those planning to travel to a French-speaking country. Learn the language you need to get to and from the airport, tour the country, take care of personal needs, enjoy cultural sites and eat at local restaurants.  
(3 meetings)

<table>
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<tr>
<th>CRN</th>
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<th>DAY</th>
<th>DATE</th>
<th>TIME</th>
<th>ROOM</th>
</tr>
</thead>
<tbody>
<tr>
<td>64316</td>
<td>Ammerman</td>
<td>Tuesday</td>
<td>6/14-6/28</td>
<td>6:00pm-9:00pm</td>
<td>Southampton Bldg., 227</td>
</tr>
</tbody>
</table>

**XFL106 BASIC ITALIAN FOR TRAVELERS**  
Tuition $135.00  
Intended for those planning to travel to an Italian-speaking country. Learn the language you need to get to and from the airport, tour the country, take care of personal needs, enjoy cultural sites and eat at local restaurants.  
(4 meetings)

<table>
<thead>
<tr>
<th>CRN</th>
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<th>DAY</th>
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<th>ROOM</th>
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<tbody>
<tr>
<td>64317</td>
<td>Ammerman</td>
<td>Mon/Wed</td>
<td>6/13-6/22</td>
<td>6:00pm-9:00pm</td>
<td>Southampton Bldg., 128</td>
</tr>
</tbody>
</table>

**XFL110 COMMUNITY SPANISH**  
Tuition $135.00  
This course is designed for the person who wants an easy and quick way to learn everyday Spanish. This course explores speaking in Spanish; listening in Spanish and cross-cultural issues.  
(5 meetings)

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<tr>
<th>CRN</th>
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<th>TIME</th>
<th>ROOM</th>
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</thead>
<tbody>
<tr>
<td>64319</td>
<td>Grant</td>
<td>Mon/Wed</td>
<td>6/13-6/27</td>
<td>6:15pm-9:15pm</td>
<td>Sally Ann Slacke Ctr. 103</td>
</tr>
</tbody>
</table>

**XFL104 SPANISH FOR HEALTH CARE PROFESSIONALS**  
Tuition $135.00  
Learn the basics of functional Spanish language skills to improve communication with Spanish-speaking patients. Knowledge of Spanish is not required.  
(4 meetings)

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<tr>
<th>CRN</th>
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<th>DAY</th>
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<th>TIME</th>
<th>ROOM</th>
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</thead>
<tbody>
<tr>
<td>64318</td>
<td>Eastern</td>
<td>Saturday</td>
<td>7/9-7/30</td>
<td>9:00am-12:45pm</td>
<td>Orient Bldg., 209</td>
</tr>
</tbody>
</table>

**ENTERTAINING**

**XCU152 GRILLING DINNER PARTY**  
Tuition $85.00  
Treat your guests to a grilled feast. Preparation of grilled skewered-herb shrimp with baby peas over tomato and fennel salad; flank steak with roulade and arugula pesto, saffron-orzo, and pasta salad will be demonstrated.  
(1 meeting)

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<tr>
<th>CRN</th>
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<th>DAY</th>
<th>DATE</th>
<th>TIME</th>
<th>ROOM</th>
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</thead>
<tbody>
<tr>
<td>64348</td>
<td>Riverhead</td>
<td>Monday</td>
<td>6/20</td>
<td>6:00pm-10:00pm</td>
<td>133, Demo Theater</td>
</tr>
</tbody>
</table>

**XCU206 SUMMER VEGETABLE PASTA**  
Tuition $85.00  
This course demonstrates the preparation of penne with shrimp and zucchini, rigatoni with fresh tomato, garlic and Muenster; dishini with asparagus and peas; and cold roasted summer vegetable orzo salad.  
(1 meeting)

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<tr>
<th>CRN</th>
<th>CAMPUS</th>
<th>DAY</th>
<th>DATE</th>
<th>TIME</th>
<th>ROOM</th>
</tr>
</thead>
</table>

*Course Carries Student Accident Insurance Fee of $9.50
*Course Carries Student Accident Insurance Fee of $9.50
XCU205  SUMMER EVENING COCKTAIL PARTY  
Tuition $85.00
Through demonstration, students will learn how to prepare grilled Portobello mushrooms with grilled red pepper and fresh mozzarella; farfalle pasta salad with tuna; roasted tomato and mozzarella; and grilled marinated chicken skewers. (1 meeting)

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<thead>
<tr>
<th>CRN</th>
<th>CAMPUS</th>
<th>DAY</th>
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<th>TIME</th>
<th>ROOM</th>
</tr>
</thead>
<tbody>
<tr>
<td>64350</td>
<td>Riverhead</td>
<td>Tuesday</td>
<td>7/19</td>
<td>6:00pm-10:00pm</td>
<td>133, Demo Theater</td>
</tr>
</tbody>
</table>

XCU180  EASY FINGER FOODS  
Tuition $85.00
In this demonstration you will learn to create bite-sized foods for your next cocktail party that will also let you enjoy your company. Discover the tools to prepare recipes in advance, leaving only a few finishing touches. Learn to make the following dishes: crab cakes with a saffron aioli, broiled jumbo shrimp Provencal, and goat cheese-mushroom phyllo triangles. (1 meeting)

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<tr>
<th>CRN</th>
<th>CAMPUS</th>
<th>DAY</th>
<th>DATE</th>
<th>TIME</th>
<th>ROOM</th>
</tr>
</thead>
<tbody>
<tr>
<td>64351</td>
<td>Riverhead</td>
<td>Tuesday</td>
<td>7/12</td>
<td>6:00pm-10:00pm</td>
<td>133, Demo Theater</td>
</tr>
</tbody>
</table>

XCU189  THE ART OF HOR S’OEUVRES  
Tuition $85.00
Through demonstration, excite your palate with the beautiful appearance, unique flavors and local ingredients of hot and cold hors d'oeuvres. (2 meetings)

<table>
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<tr>
<th>CRN</th>
<th>CAMPUS</th>
<th>DAY</th>
<th>DATE</th>
<th>TIME</th>
<th>ROOM</th>
</tr>
</thead>
<tbody>
<tr>
<td>64352</td>
<td>Riverhead</td>
<td>Mon/Tue</td>
<td>6/27 &amp; 6/28</td>
<td>6:00pm-10:00pm</td>
<td>133, Demo Theater</td>
</tr>
</tbody>
</table>

DRIVER AND TRAFFIC SAFETY EDUCATION

XDT100-XDT200 DRIVER AND TRAFFIC SAFETY EDUCATION*
Suffolk County Community College offers high school students a non-credit, state-certified Driver and Traffic Safety Education course. Those who successfully complete the course will receive the MV-285, "Student Certificate Completion" issued by the Motor Vehicle Department. Those who receive a "MV-285" will be eligible for a rate reduction in their automobile insurance and a senior license at the age of 17. This course will be offered on the Ammerman Campus in Selden, Eastern Campus in Riverhead, and the Michael J. Grant Campus in Brentwood. To receive an application, please call the Office of Continuing Education at 631-451-4399.

*X Course Carries Student Accident Insurance Fee of $9.50
PROFESSIONAL DEVELOPMENT ONLINE COURSES

Online courses are instructor-designed and accessible only over the internet. You must own a computer and have internet connectivity.

XSC118 LEED GREEN ASSOCIATE v4  
Tuition $199.00
Developed by the U.S. Green Building Council (USGBC), the LEED v4. (Leadership in Energy and Environmental Design) rating system is the most distinguished and widely accepted green building certification in the world. This online course is offered in conjunction with Green Building Research Institute, a major LEED training company. Architects, engineers, interior designers, and contractors will benefit from LEED certification, the first level of which is the LEED Green Associate. You will learn green building and LEED fundamentals and prepare for the LEED Green Associate Exam. Core concepts will include the LEED rating system and green building strategies. Additional topics include an overview of recommended study methods, exam-taking skills and practice questions for the LEED Green Associate Exam. To take the LEED Green Associate Exam, you must have previous experience supporting a LEED-registered project, be working in a sustainable field of work, or have attended an education program that addresses green building principles. This class will qualify you to take the LEED Green Associate Exam. (8 hours)

CRN  CAMPUS  DAY  DATE  TIME  ROOM
64284  Online  Online  5/23-8/12  Online  Online

XED112 SAFE SCHOOLS AGAINST VIOLENCE IN EDUCATION TRAINING  
Tuition $36.00
All applicants for a teaching certificate on or after February 2, 2001, are required to complete at least two clock hours of course work or training in school violence prevention and intervention in accordance with Section 3004 of the Education Law. This includes applicants for certificates in administrative and supervisory service, classroom teaching service and pupil personnel service. Successful completion of this two-hour course will permit you to meet this requirement. (2 hours)

CRN  CAMPUS  DAY  DATE  TIME  ROOM
64290  Online  Online  8/8-8/14  Online  Online

XED114 IDENTIFICATION AND TREATMENT OF CHILD ABUSE  
Tuition $45.00
Meets the training requirements of Chapter 544 of the Laws of New York, 1988, for licensure and re-registration effective January 1, 1991, which mandates that professionals with provisional certificates and those needing to renew licenses must provide documentation of having completed course work or training regarding the identification and reporting of child abuse and maltreatment. (3 hours)

CRN  CAMPUS  DAY  DATE  TIME  ROOM
64292  Online  Online  8/8-8/14  Online  Online

XAH150 INFECTION CONTROL WORKSHOP  
Tuition $45.00
Meets the training requirements of Chapter 786 of the Education Laws of 1992, as amended, which established a new requirement for all dentists, dental hygienists, licensed practical and registered nurses, optometrists, and psychologists. The law states that these professionals who completed course work or training in infection control on or before July 1, 1994, must update this information every four years thereafter and attest compliance to the State Education Department with every application. All physicians, physician assistants and special assistants must attest compliance to the Department of Health. The required documentation will be supplied to all participants. Please bring your license/permit/control or certificate number to the workshop. (3 hours)

CRN  CAMPUS  DAY  DATE  TIME  ROOM
64294  Online  Online  8/8-8/14  Online  Online

XEP100 NOTARY PUBLIC PREPARATION  
Tuition $35.00
Prepare for New York State’s Notary Public Exam. This course will familiarize the student with registration and test procedures in addition to covering notary public license law. (1 meeting/3 hours)

CRN  CAMPUS  DAY  DATE  TIME  ROOM
64270  Online  Online  8/8-8/14  Online  Online

XHI100 HEALTH IT TRAINER  
Tuition $1,100.00
This course will provide the skills information technology professionals need to work as trainers for a wide range of health care providers who are or will be using Electronic Health Records (EHR). Learn to accurately assess the training needs of employees, design lesson plans and learning experiences and maintain accurate records of training events and user participation. Successful completers of this course will be able to design and deliver health training programs using adult learning principles. Prerequisite: Two years of IT experience. Experience with training preferred. Note: One lab meeting on the Ammerman Campus will be required in May. Certain income-eligible students may be able to take this course free of charge. Please contact Jeanne Durso at 631-451-4470 to determine your eligibility. (78 hours)

CRN  CAMPUS  DAY  DATE  TIME  ROOM
64304  Eastern  Online  5/23-8/12  Online  Online

XHI200 HEALTH IT SOFTWARE SUPPORT SPECIALIST  
Tuition $1,100.00
This course will provide information technology professionals with the practical knowledge necessary to give technical support in clinical and public health settings. Successful completers will have the skills needed to maintain systems, upgrade software, provide user support and install patches, as needed. Completers of this training will be able to document IT problems and implement solutions, support systems security, create audit functions for end-users, apply usability principles as well as ensure that privacy and security functions are appropriately configured. Prerequisite: Successful completion of course XHI100 Health IT Trainer or equivalent. Note: One lab meeting on the Ammerman Campus will be required in May. Certain income-eligible students may be able to take this course free of charge. Please contact Jeanne Durso at 631-451-4470 to determine your eligibility. (78 hours)

CRN  CAMPUS  DAY  DATE  TIME  ROOM
64305  Eastern  Online  5/23-8/12  Online  Online

*Course Carries Student Accident Insurance Fee of $9.50

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CONTINUING EDUCATION REGISTRATION INFORMATION

1. Please print clearly, except for signature.
2. List the course number, CRN, and title of the course for which you are registering.
3. Sign the Declaration of Residence. If the statement does not apply to you, contact the Cashier's Office at:
   Eastern Campus 631-548-2545 • Ammerman Campus 631-451-6730.
4. You must include a check or money order, made payable to Suffolk County Community College, for the tuition payment. Cash will not be accepted.
5. Submit completed registration form and payment by mail or in person to the Registrar’s office at the campus which you are applying for a courses.
6. If you wish to register and pay online, please visit the College website at www.sunysuffolk.edu. New students must follow the new, non-degree student application procedure before registering. Use this form only if you have never attended or applied to Suffolk County Community College, and you wish to take continuing education classes without being admitted to a degree program. Please allow one business day for this application to be processed prior to registering. Entering your email address will result in immediate confirmation of your application once you submit it. Prior applicants can register immediately online.
7. Please note the room assigned ON YOUR SCHEDULE as it may be different than that which is listed in the brochure.

GENERAL INFORMATION

COURSE LOCATIONS
Ammerman Campus • 553 College Road • Selden, New York 11784
Eastern Campus • Speonk-Riverhead Road • Riverhead, New York 11901
Michael J. Grant Campus • Crooked Hill Road • Brentwood, New York 11717
Sally Ann Slacke Center. • Michael J. Grant Campus • Crooked Hill Road • Brentwood, New York 11717
Culinary Arts and Hospitality Center • 20 Main Street • Riverhead, New York 11901
Sayville Downtown Center • 30 Greene Avenue • Sayville, New York 11782

CLASS CANCELLATION AND REFUND POLICY
If a course should be canceled due to insufficient enrollment, you will be notified by the Registrar’s Office and you will have a check issued as promptly as possible. Full tuition refunds will be automatically issued to students who officially withdraw/drop up to one (1) day prior to the first class meeting. For all courses that meet more than once but are shorter than the full semester, an official withdrawal prior to the second class meeting will result in a 50% refund of tuition. Please visit www.sunysuffolk.edu/ContinuingEd/ for additional information.

ADMITTANCE TO CLASS
Since all courses are enrolled on a first-come, first-served basis, we encourage you to apply early. Students will be mailed a receipt within two weeks of registration. If you do not receive this, please call the Registrar’s Office at the campus for which you are registering. You do not need a special card or receipt to be admitted to class. Instructors are provided with class lists with the names of those officially registered. You will not be admitted to class unless your name is on a class list and you have paid your tuition. Once again, please make note of the room in which your class is meeting, as noted ON YOUR SCHEDULE. That is the room to which you should report for class. It may be different than that which is noted in the brochure.

RETURNED CHECK CHARGE
A fee of $30.00 will be charged for any check that is returned to the College for any reason.

NOTE: THE COLLEGE RESERVES THE RIGHT TO CANCEL ANY COURSE, TO MAKE CHANGES IN FEES OR SUBSTITUTIONS IN FACULTY AND TO CHANGE DAYS OR HOURS WHEN NECESSARY. EVERY EFFORT IS MADE TO PROVIDE NECESSARY, CORRECTED INFORMATION TO THE STUDENTS AS SOON AS POSSIBLE.

*Course Carries Student Accident Insurance Fee of $9.50
Continuing Education Registration Form – Summer 2016

Last Name: ___________________________ First Name: ___________________________ Middle Name: ___________________________

Your Social Security Number is used to coordinate the collection of information for all your student records. Authority to collect the Social Security Number is granted under Section 355 of the New York Education Law.

Social Security #: ___________________________

TERM: ______ Fall ______ Spring ______ Summer ______ Wintersession ______ Year: _________

Mailing Address: ________________________________________________________________

City: ___________________________ State: ________________________ ZIP Code: ___________

Permanent Address: _______________________________________________________________

City: ___________________________ State: ________________________ ZIP Code: ___________

County (if other than Suffolk): ___________________________ Home Phone: (_________)(_________)(_________)

Cell Phone: (_________)(_________)(_________)

High School Attended: _____________________________________________________________

Date of Birth: Day ________ Month ________ Year ________ Former Last Name: ______________

Gender: ___________________________ Home Campus: ___________________________

F = Female / M = Male A = Ammerman (Selden) E = East (Riverhead) W = West (Michael J. Grant/Brentwood)

Ethnicity/Race (for statistical purposes only):

☐ Are you Hispanic/Latino? ☐ Yes ☐ No
☐ If Hispanic or Latino, please indicate your ethnicity (select one):
☐ Cuban ☐ Dominican ☐ Mexican ☐ Puerto Rican ☐ South American ☐ Central American ☐ Other Hispanic/Latino
☐ All applicants please indicate your race (select one or more):
☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander
☐ White

Background Information:

1. Have you ever been convicted of a felony? ☐ Yes ☐ No
2. Have you ever been suspended from college for disciplinary reasons? ☐ Yes ☐ No
3. Have you been a legal resident of the State of New York for the past twelve (12) months? ☐ Yes ☐ No
4. Have you been a resident of the County of Suffolk for the past six (6) months? ☐ Yes ☐ No
5. Are you a citizen of the United States? ☐ Yes ☐ No
6. Are you a veteran of the United States Armed Forces? ☐ Yes ☐ No

EMERGENCY CONTACT INFORMATION:

Last Name: ___________________________ First Name: ___________________________

Address: ___________________________

Relationship: ___________________________

Primary Phone: ___________________________

☐ Home ☐ Work ☐ Cell ☐ Other

Secondary Phone: ___________________________

☐ Home ☐ Work ☐ Cell ☐ Other

COURSE SELECTION:

<table>
<thead>
<tr>
<th>CAMPUS</th>
<th>CRN (ex: 91508)</th>
<th>SUBJECT (ex: ENG)</th>
<th>COURSE (ex: 101)</th>
<th>TUITION AND FEES</th>
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</table>

Form of Payment ☐ Check ☐ Money Order Amount Due: ____________________________

SIGNATURE: ___________________________

Date: ____________________________

Mail this form to the Registrar’s office at the campus where you are applying for courses.

Suffolk County Community College Suffolk County Community College Suffolk County Community College

Eastern Campus Ammerman Campus Michael J. Grant Campus

Registrar’s Office Registrar’s Office Registrar’s Office

Speonk-Riverhead Road 533 College Road Crooked Hill Road

Riverhead, NY 11901 Selden, NY 11784 Brentwood, NY 11717

****************************************************************************************************************************

For Office Use Only: (NEWNONM: SAAQUIK/SFAREGS)

Processed by: ___________________________ Campus: ________________________ Date: ___________

Revised: 5/10/13

*Course Carries Student Accident Insurance Fee of $9.50