



Workforce
Solutions
& Continuing
Education

**Personal
Trainer
Certification**

See page 42

www.hagerstowncc.edu/wsce





D.M. BOWMAN FAMILY WORKFORCE TRAINING CENTER

562 Northern Avenue, Hagerstown, MD



OPENING SOON!

The D.M. Bowman Family Workforce Training Center is set to open soon, bringing these HCC workforce training programs together in one state-of-the-art facility:

Construction Trades

Commercial Truck Driver Training

Diesel Technician Training

Forklift Instruction

The new facility will also house registered apprenticeship programs offered by the Barr Construction Institute.

**STAY UPDATED BY FOLLOWING HCC'S
WSCE FACEBOOK PAGE!**



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Find these useful icons inside! (more details ▶ page 70)



Workforce Training Certification (WTC)

Designed to guide students toward meeting their career goals.



Scholarship Available

For some Workforce Solutions and College for Kids programs.



Online, Hybrid, or Remote

Some classes may have meeting times. See class details for specifics.



Lifelong Learning Institute

Discounts for some classes to seniors (60+) in MD, DE, and PA.



Summer Youth Programs

Questions? Email cfk@hagerstowncc.edu

Visit hagerstowncc.edu/youth-programming to register and view the most up-to-date camp offerings.

\$15 early bird discount through Mar. 31

Educational summer camps for rising 1st - 8th graders

WEEK 1—JUNE 16-18

Grade	Course #	Course Title
1	CFK-515-A	Little Botanists and Bugs - NEW
2-3	CFK-507-A	Dance, Dance, Dance
2-3	CFK-511-A	Earth Explorers - NEW
4-5	CFK-249-A	Robotics 2.0
4-5	CFK-475-A	An Astronomical Experience
6-8	CFK-512-A	Inside Out through Art - NEW
6-8	CFK-514-A	Conspiracies & Cryptids - NEW

WEEK 2—JUNE 23-27

Grade	Course #	Course Title
1	CFK-510-B	Cultural Kaleidoscope - NEW
2-3	CFK-513-B	Imagination Station - NEW
2-3	CFK-237-B	We Do Robotics, Do You?
2-3	CFK-499-B	American Girls & Me: A Mermaid Dream - NEW
4-5	CFK-516-B	The Great History Mystery - NEW
4-5	CFK-493-B	Environmental Trailblazer: Nature Journaling
4-5	CFK-443-B	Engineering with JLG, Beginners
6-8	CFK-523-B	Dance Intensive - NEW
6-8	CFK-373-B	Star Wars: A Course About The Force
6-8	CFK-441-B	Biotechnology & Biomedicine

WEEK 3—JUNE 30-JULY 3

Grade	Course #	Course Title
1	CFK-474-C	Cloudy with a Chance of Science - NEW
2-3	CFK-495-C	Royalty Dance Camp
2-3	CFK-472-C	Full STEAM Ahead
2-3	CFK-388-C	Hogwarts Academy
4-5	CFK-504-C	Kitchen Chemistry 2.0
4-5	CFK-471-C	Community Action Lab - NEW
6-8	CFK-460-C	Nature Navigators - NEW
6-8	CFK-399-C	Comics Collide Remastered - NEW

WEEK 4—JULY 7-11

Grade	Course #	Course Title
1	CFK-517-D	Welcome to Seussville - NEW
2-3	CFK-518-D	Mini Masterpieces - NEW
2-3	CFK-006-D	Kitchen Chemistry
4-5	CFK-120-D	The World of Harry Potter
4-5	CFK-527-D	Ringmaster's Routine Dance - NEW
4-5	CFK-509-D	Monsters, Myths, & Legends - NEW
6-8	CFK-444-D	Engineering with JLG, Intermediate
6-8	CFK-468-D	Introduction to Drawing & Mixed Media
6-8	CFK-013-D	Computer Games Digital Designers

WEEK 5—JULY 14-18

<i>Grade</i>	<i>Course #</i>	<i>Course Title</i>
1	CFK-520-E	How Do You Dinosaur? - NEW
2-3	CFK-478-E	Mr. (or Miss) Green Thumb
2-3	CFK-503-E	Wild Robot
4-5	CFK-330-E	Minecraft for Maniacs
4-5	CFK-525-E	Performing Arts: Musical Theater for Beginners - NEW
6-8	CFK-363-E	The Bigger World of Harry Potter
6-8	CFK-401-E	Creative Photography

WEEK 6—JULY 21-25

<i>Grade</i>	<i>Course #</i>	<i>Course Title</i>
1	CFK-519-F	Zookeeper in Training - NEW
2-3	CFK-488-F	Camp Mystery: Dino Detective - NEW
2-3	CFK-526-E	Prima Ballerina - NEW
4-5	CFK-446-F	It's a Bug's World
4-5	CFK-508-F	National Parks Exploration: Yellowstone & the Last Frontier
4-5	CFK-501-F	Art Adventure
6-8	CFK-491-F	Minecraft Modding & More!
6-8	CFK-522-F	Cartooning Art & Story Creation - NEW
6-8	CFK-425-F	Women Engineering Our Future with JLG - Intermediate

WEEK 7—JULY 28-AUG 1

<i>Grade</i>	<i>Course #</i>	<i>Course Title</i>
2-3	CFK-402-G	Backyard Bugs
2-3	CFK-237-G	We Do Robotics, Do You?
4-5	CFK-016-G	Forensic Detective
4-5	CFK-521-G	Comics Creation: Dork Diary of a Wimpy Kid - NEW
6-8	CFK-494-G	Pop Star Dance Camp - NEW
6-8	CFK-473-G	Introduction to Traditional 3-D Art

WEEK 8—AUG 4-8

<i>Grade</i>	<i>Course #</i>	<i>Course Title</i>
1	CFK-392-H	World of Wonders - NEW
2-3	CFK-500-H	Water, Water, Water Everywhere
2-3	CFK-498-H	Art Eruption
4-5	CFK-524-H	Island Dance Extravaganza - NEW
4-5	CFK-141-H	Mad Scientist
6-8	CFK-306-H	Music Theater: Act, Sing, & Dance
6-8	CFK-292-H	Maker of Worlds: Mastering Minecraft

Highlighting indicates new classes



Summer Youth Programs

Are you ready for camp?

REGISTER

1. Please read our current health and safety protocols, which all staff and campers are required to follow, at hagerstowncc.edu/youth-programming. Protocols are subject to change based on federal, state, local, and camp guidance.
2. Confirm your child meets the grade or age requirements for the class section selection. The grade listed refers to the grade your child will be entering the next school year. Please note any special requirements for our Discovery Academy camps.
3. Register:
 - Online at hagerstowncc.edu/youth-programming
 - By phone at 240-500-2236, extension 1
 - By mail or in person (see registration form at back of schedule)

**Use your child's name and birth date when registering, not your own.*

REQUIRED FORMS

All health and student information will be collected by CampDoc. You must provide a valid email address when registering for a CFK course. Camp documents will begin on March 1, look for an email from register@campdoc.com. All forms must be completed two weeks prior to camp. Students may be dropped without a refund if documents aren't completed.

- Returning campers must update and resubmit forms each year.
- Questions? Call 240-500-2355 or email cfk@hagerstowncc.edu.

CONFIRMATIONS

- Confirmation of registrations will be sent by email.
- Check that your child is enrolled in the correct camp and week.

FINAL STEP

- A campus map can be found on HCC's website. Monday morning check-in will take place in the lobby of the Career Programs Building.
- Check the check-in lobby directional board and with the staff on Monday morning before going to your child's classroom for the most accurate location information.

SPECIAL ACCOMMODATIONS

If your child has a documented disability (learning, physical, psychiatric, medical, or behavioral), this **MUST** be disclosed on the health form. Someone from HCC's Disabilities Support Services (DSS) office will contact you prior to the start of class to discuss your child's needs and potential accommodations that may be necessary. If you have questions or need to contact the DSS Office, call 240-500-2273.



Summer Youth Programs

Know *Before* You Go!

EXTENDED SERVICES

Before Care and After Care are available for an additional \$30 each per week. Registration is required. Before Care runs from 7:30 to 8:45 a.m. and After Care is from 4:15 to 5:30 p.m. Staff will accompany students to/from their classroom.

STUDENT'S GRADE LEVEL

Grades listed refer to the grade your child will be entering in the next school year.

REQUIRED FORMS

All health and student information will be collected by CampDoc. You must provide a valid email address when registering for a CFK course. Within a week of registering, look for an email from register@campdoc.com. All forms must be completed two weeks prior to camp. Students may be dropped without a refund if documents aren't completed.

- Returning campers must update and resubmit forms each year.
- Questions? Call 240-500-2355 or email cfk@hagerstowncc.edu.

LUNCH & SNACKS

Lunch will take place either in the Student Center. Campers are encouraged to pack a lunch that does not require refrigeration. Lunch can be purchased from the Hilltop Grill's College for Kids menu. Please check the CFK website and watch your email for more details on purchasing lunch.

SECURITY & SAFETY

Hagerstown Community College is committed to providing a safe learning environment for its students.

- Parents or guardians must sign their child in and out of class each day.
- Students are escorted to and from all activities.
- Staff will escort students who are not picked up 15 minutes after camp ends to the Career Programs Building, Room 232.

QUESTIONS

If you need additional information, view the FAQs and parent handbook found on our website at hagerstowncc.edu/youth-programming, or contact our staff at cfk@hagerstowncc.edu.

COLLEGE FOR KIDS

Stay informed on camp updates, changes, or cancellations by visiting www.hagerstowncc.edu/youth-programming.



BEFORE CARE

Before Care for College for Kids

Before Care will be offered each week of camp. Parents may drop their children off at 7:30am and HCC staff will deliver them to their camp. Before Care is not included in camp registration; students must be registered for Before Care in addition to their camp. Final day to register for Before Care is the Monday before the camp start date.

Total: \$30

CFK-900-A	MTuW 7:30–9am Staff Instructor	Jun 16–18 CPB 232
CFK-900-B	M–F 7:30–9am Staff Instructor	Jun 23–27 CPB 232
CFK-900-C	M–Th 7:30–9am Staff Instructor	Jun 30–Jul 3 CPB 232
CFK-900-D	M–F 7:30–9am Staff Instructor	Jul 7–11 CPB 232
CFK-900-E	M–F 7:30–9am Staff Instructor	Jul 14–18 CPB 232
CFK-900-F	M–F 7:30–9am Staff Instructor	Jul 21–25 CPB 232
CFK-900-G	M–F 7:30–9am Staff Instructor	Jul 28–Aug 1 CPB 232
CFK-900-H	M–F 7:30–9am Staff Instructor	Aug 4–8 CPB 232

Monday mornings start in the CPB

AFTER CARE

After Care for College for Kids

After Care will be offered each week of camp. Camp staff will deliver your child to After Care when their camp ends. Students must be picked up by 5:30pm. After Care is not included in camp registration; students must be registered for After Care in addition to their camp. Final day to register for After Care is the Monday before the camp start date.

Total: \$30

CFK-901-A	MTuW 4–5:30pm Staff Instructor	Jun 16–18 CPB 232
CFK-901-B	M–F 4–5:30pm Staff Instructor	Jun 23–27 CPB 232
CFK-901-C	M–Th 4–5:30pm Staff Instructor	Jun 30–Jul 3 CPB 232
CFK-901-D	M–F 4–5:30pm Staff Instructor	Jul 7–11 CPB 232
CFK-901-E	M–F 4–5:30pm Staff Instructor	Jul 14–18 CPB 232
CFK-901-F	M–F 4–5:30pm Staff Instructor	Jul 21–25 CPB 232
CFK-901-G	M–F 4–5:30pm Staff Instructor	Jul 28–Aug 1 CPB 232
CFK-901-H	M–F 4–5:30pm Staff Instructor	Aug 4–8 CPB 232

GRADE I

NEW! Little Botanists and Bugs

Welcome to the exciting world of plants and insects! Join us as we discover the wonders of botany and the fascinating lives of bugs through hands-on activities, observations, and creative projects. Little Botanists and Bugs will help you learn about plants and insects' vital roles in our environment.

Total: \$159

CFK-515-A	MTuW 9am–4pm <i>J. Nearchos</i>	Jun 16–18
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NEW! Cultural Kaleidoscope

Join us for an exciting adventure around the world without leaving camp! At Cultural Kaleidoscope Camp, we will explore different cultures through hands-on activities that are both fun and educational. Each day, we will “travel” to a new country and learn about its unique traditions, art, and food.

Total: \$209

CFK-510-B	M–F 9am–4pm <i>T. Brown</i>	Jun 23–27
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NEW! Cloudy with a Chance of Science

Does your inquisitive nature have you questioning what you read in books? Can meatballs really fall from the sky? Books ask readers to believe in an imaginary world, but sometimes readers can explore the science within them. Embark on your own quest as you examine the basics of the scientific process, weather, animal classification, pollution, ecosystems, and more while reading Judi and Ronald Barrett's *Cloudy with a Chance of Meatballs* and Dr. Seuss' *The Lorax*.

Total: \$179

CFK-474-C M–Th 9am–4pm Jun 30–Jul 3
J. Nearchos

NEW! Welcome to Seussville

Welcome to the whimsical world of Seussville! Join us as we explore the world of imaginative stories and colorful characters created by Dr. Seuss. Through engaging read-aloud sessions, fun activities, and creative projects, students will explore themes of friendship, kindness, and the joy of reading.

Total: \$209

CFK-517-D M–F 9am–4pm Jul 7–11
K. Gray

NEW! How Do You Dinosaur?

Get ready to travel back in time and uncover the mysteries of prehistoric creatures! You will explore the fascinating world of dinosaurs, fossils, and archeology through engaging crafts, exciting activities, and hands-on learning.

Total: \$209

CFK-520-E M–F 9am–4pm Jul 14–18
Staff Instructor

NEW! Zookeeper in Training

Calling all animal lovers! Join us for a one-of-a-kind animal adventure at the Zookeeper Training Camp. Through hands-on activities and imaginative adventures, you'll learn what it takes to care for animals at the zoo. Learn the ins and outs of being a real zookeeper while making new friends, both human and animal.

Total: \$209

CFK-519-F M–F 9am–4pm Jul 21–25
Staff Instructor

NEW! World of Wonders

Have you ever wanted to visit the Eiffel Tower and the Great Wall of China? How about trying South American cuisine. Experience the various biomes through food, language, and history. Learn the underwater language of marine life, the history and culture of other continents through hands-on activities, and more.

Total: \$209

CFK-392-H M–F 9am–4pm Aug 4–8
T. Brown

GRADES 2-3

Dance, Dance, Dance

Are you ready for everything dance? Join us as we explore dance, dance, and more dance from ballet, jazz, hip hop, acrobat, and musical theater. Our HCC professor will have you learning the history of dance as we journey through past and present dance trends.

Total: \$159

CFK-507-A MTuW 9am–4pm Jun 16–18
A. Chesnut

NEW! Earth Explorers

Embark on a journey to discover the fantastic places where plants and animals live together. Join us as we explore the unique biomes that create our world, from forests to deserts to grasslands and oceans. Each day, we'll dive into a new biome, learning about its unique features, weather, and the incredible creatures that call it home.

Total: \$159

CFK-511-A MTuW 9am–4pm Jun 16–18
K. Gray

NEW! American Girls and Me: A Mermaid Dream

Calling all American Girl fans! Dive into a "fin-tastic" mermaid adventure with Camille and her friends. Through fun activities, crafts, and imagination, you'll explore the wonders of the sea and help Camille - and yourself - feel like you're in the ocean. Get ready for a splashy good time filled with creativity and friendship.

Total: \$219

CFK-499-B M–F 9am–4pm Jun 23–27
T. Lake

Monday mornings start in the CPB

NEW! Imagination Station

Get ready to unleash your creativity in Imagination Station! It's all about dreaming big, exploring a world of innovation, and creating endless possibilities. Through storytelling, puppet creation, arts and crafts, play-acting, and more, you'll discover that every idea is fantastic and creativity knows no bounds!

Total: \$219

CFK-513-B	M–F 9am–4pm <i>K. Gray</i>	Jun 23–27
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We Do Robotics, Do You?

Take me to your leader! Wait, you become the leader as you learn to create and program animated robots. Using LEGOs, a computer, and your imagination, plan and engineer a series of projects that show you have the stuff to become a future robot designer.

Total: \$219

CFK-237-B	M–F 9am–4pm <i>T. Shade</i>	Jun 23–27
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Full STEAM Ahead

All aboard the STEAM train. This exciting hands-on camp will have you exploring the world of science, technology, engineering, art, and mathematics through roller coasters, weather, animals, creativity, and scientific problem-solving. Challenge yourself to think critically and be innovative and creative as you collaborate with classmates to solve the mysteries of STEAM.

Total: \$219

CFK-472-C	M–Th 9am–4pm <i>J. Nearchos</i>	Jun 30–Jul 3
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Hogwarts Academy

Been waiting for your Hogwarts letter? Wait no more! Curious about the world of Harry Potter? Wonder what house you belong to? In Hogwarts Academy, you will explore the first book of the Harry Potter series. We will read the book, do potions, play quidditch and much, much more! Spoiler Alert!

Total: \$219

CFK-388-C	M–Th 9am–4pm <i>A. Fentress</i>	Jun 30–Jul 3
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Royalty Dance Camp

Are you ready to attend The Royal Ball? Whether you dream of becoming a princess with glass slippers or are Prince Charming in wait, you will find yourself in several stories of magical kingdoms in Royalty Dance Camp. You will explore all of the lands through theatrical entertainment and ballet dance with our HCC dance professor this summer.

Total: \$219

CFK-495-C	M–Th 9am–4pm <i>A. Chesnut</i>	Jun 30–Jul 3
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Kitchen Chemistry

You'll be "cooking up chemistry" in this highly motivating and creatively yummy chemistry experience. Investigate through cooking, stories, games, music, and experiments. Experiments and recipes do not involve a stove, oven, or open flame.

Total: \$219

CFK-006-D	M–F 9am–4pm <i>Staff Instructor</i>	Jul 7–11
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NEW! Mini Masterpieces

Embark on an artistic adventure as we explore some of the world's most famous art masterpieces! Learn to discover the beauty and history behind iconic artworks. Through interactive lessons, hands-on activities, and creative projects, you are sure to gain an appreciation for art and its impact on culture and history.

Total: \$219

CFK-518-D	M–F 9am–4pm <i>T. Lake</i>	Jul 7–11
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Mr. (or Miss) Green Thumb

Get ready to explore the secret life of plants! We will learn about all the different parts of plants and their ecosystem. We will discuss the differences and similarities of plants, learn how nutrients are absorbed, grow grass houses out of sponges, uncover the bees' waggle dance, plant our own mini gardens, weird and wild carnivorous plants, and many more fun activities.

Total: \$219

CFK-478-E	M–F 9am–4pm <i>K. Gray</i>	Jul 14–18
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Wild Robot

Can you compute the survival tactics needed to rescue Roz? Join us as we venture out on a remote, wild island to do just that: save Roz, who has no memory of where she is from or why she is there! We will battle storms, befriend animals, and learn about the environment with hostile inhabitants through crafts, experiments, and storywriting. Each camper will receive a copy of The Wild Robot by Peter Brown.

Total: \$219

CFK-503-E	M–F 9am–4pm <i>A. Fentress</i>	Jul 14–18
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NEW! Camp Mystery: Dino Detective

Calling all detectives! It's time to magnify your clues. Sharpen your investigative nature and join us as we embark on our own camp adventure. The mystery will have you exploring your surroundings, sharpening your problem-solving skills, and working together to solve the case.

Total: \$219

CFK-488-F	M–F 9am–4pm <i>T. Brown</i>	Jul 21–25
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NEW! Prima Ballerina

Step into the enchanting world of ballet! This introductory course will help you learn the basic ballet positions, body awareness, and general movements perfect for your prince or princess to ignite their passion for dance.

Total: \$219

CFK-526-F M-F 9am-4pm Jul 21-25
A. Chesnut

Backyard Bugs

If you LOVE bugs, then this is the camp for you! Bugs are a huge part of our lives and ecosystems. We will discuss the characteristics of different bugs, build individual bug hotels, and collect data. This one-week interactive camp will have campers busy learning about insect communications of bees, creating a new species of bug, spider yoga, themed crafts, and more!

Total: \$219

CFK-402-G M-F 9am-4pm Jul 28-Aug 1
J. Nearchos

We Do Robotics, Do You?

Take me to your leader! Wait, you become the leader as you learn to create and program animated robots. Using LEGOs, a computer, and your imagination, plan and engineer a series of projects that show you have the stuff to become a future robot designer.

Total: \$219

CFK-237-G M-F 9am-4pm Jul 28-Aug 1
T. Shade

Art Eruption

Don't look now, but get ready to take part in this summer's art attack. Art Eruption will be your chance to ignite your interest in art and have a blast experimenting with paint, mixed media, and more. Learn to take your artistic expression to new heights while practicing different mediums daily and creating your own art explosion.

Total: \$219

CFK-498-H M-F 9am-4pm Aug 4-8
T. Lake

Water, Water, Water Everywhere

Get ready to embark on a wet and wild scientific journey of water! Warning: you will get wet as you dive into learning about different bodies of water around the world, pollution, the water in your body, and the scientific forms of water through activities, experiments, games, and more.

Total: \$219

CFK-500-H M-F 9am-4pm Aug 4-8
J. Nearchos



EARN SSL HOURS AT SUMMER YOUTH PROGRAMS!

VOLUNTEERS NEEDED FOR:

- Classroom Aides
- Monday Morning Check-In

Apply online

hagerstowncc.edu/youth-programming

GRADES 4-5

An Astronomical Experience

This is an out-of-this-world experience where you will soar to an out-of-this-world experience as you soar to new heights and find yourself in the heart of the Milky Way. This astronomical event will lead you on a space flight through our galaxy and solar system, help you learn the tools used to understand astronomy, and more. Tighten your seat belt and get ready for take-off.

Total: \$159

CFK-475-A MTuW 9am-4pm Jun 16-18
Staff Instructor

Robotics 2.0


Before long, you'll be in control of your LEGO robot as you learn to program your creation to move in different directions or sense light versus dark. Projects will include building various robots that involve motors, gears, light sensors, touch sensors, and even music.

Total: \$159

CFK-249-A MTuW 9am-4pm Jun 16-18
A. Fentress

Engineering Our Future With JLG - Beginner

In this beginner, hands-on, interactive camp sponsored by JLG, you'll have the unique opportunity to work directly with a team of engineers from JLG to expand YOUR creativity and ingenuity to engineer a sustainable and productive future for the 21st century. Not only will you explore how engineers of all types work together to solve problems, but also design and build your very own working popsicle stick scissor lift! This is a scholarship camp. Please apply at the scholarship link under Important Resources: www.hagerstowncc.edu/college-kids

Total: \$8 

CFK-443-B M-F 9am-4pm Jun 23-27
M. Warren

Environmental Trailblazer: Nature Journaling

Do you enjoy animals and the world of nature? Are you mesmerized by the natural movements of animals? Do you like to create art? Join us for a week that will combine your love of nature and art as you become an environmental trailblazer. Learn through hands-on field activities while connecting art, science, math, and critical thinking, and record the wonder and beauty in the natural world.

Total: \$229

CFK-493-B M-F 9am-4pm Jun 23-27
Staff Instructor

NEW! The Great History Mystery

Put on your detective hat and delve into some of history's most captivating mysteries! "The Great History Mystery" will whisk you away on an exhilarating journey through time, where you'll investigate puzzling events and unsolved cases that have intrigued historians for centuries. Prepare to uncover the secrets of the past and gain a deeper appreciation for the art of historical investigation.

Total: \$229

CFK-516-B M-F 9am-4pm Jun 23-27
Staff Instructor

NEW! Community Action Lab

Explore the world and work of non-profit organizations. Learn about their organizational mission, their benefit to the local community, and the support that they provide their clients. You will work to create crafts items that support their purpose and serve as a reminder of the importance of community service.

Total: \$189

CFK-471-C M-Th 9am-4pm Jun 30-Jul 3
T. Brown



LIMITED SCHOLARSHIPS AVAILABLE

Apply online to attend camp for as low as \$8. Priority will be given to the applications received by March 31.

Apply online

www.hagerstowncc.edu/cfkscholarships



NEW! Ringmaster's Routine Dance

Step right up and experience the magic of the circus through dance! Our Circus Style Dance Class combines the grace of dance with the excitement of circus arts. Whether you're a seasoned dancer or a curious beginner, this class offers a unique and exhilarating way to express yourself.

Total: \$229

CFK-527-D M-F 9am-4pm Jul 7-11
A. Chesnut

NEW! Monsters, Myths, and Legends

Embark on a "spooktacular" experience as we walk through the historic fact-finding adventure of "famous" monsters and folklore. You will uncover the origin of Werewolves, Lock Ness Monster, Aliens, Dracula, and more while crafting and writing your own monster story.

Total: \$229

CFK-509-D M-F 9am-4pm Jul 7-11
J. Nearchos

Monday mornings start in the CPB

The World of Harry Potter

The world of Harry Potter is filled with science, story, math, muggles, history, and hilarity. Join us as we explore everything that makes the Hogwarts universe magical and mysterious, dramatic and detailed, creative and crafty. Grab the Hogwarts Express at Platform 9 3/4 for a week full of fun. Warning, spoilers!

Total: \$229

CFK-120-D	M–F 9am–4pm <i>A. Fentress</i>	Jul 7–11
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NEW! Performing Arts: Musical Theater for Beginners

Musical theater... And all that jazz! Learn dances and techniques inspired by some of the most famous musicals throughout history, expand your acting skills, and practice for auditions!

Total: \$229

CFK-525-E	M–F 9am–4pm <i>A. Chesnut</i>	Jul 14–18
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Kitchen Chemistry 2.0

Uncover the hidden secrets of the kitchen in Kitchen Chemistry 2.0! Mix, melt, and jiggle while experimenting with food as you create rock candy, edible slime, gummy worms, and more.

Total: \$229

CFK-504-C	M–F 9am–4pm <i>Staff Instructor</i>	Jul 14–18
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Minecraft for Maniacs: Team Building for Online Games

Dive into the secret world of Minecraft and rediscover the joy of building with blocks. Share game experiences and use critical thinking skills to overcome game obstacles as a team, finding bigger and better Minecraft adventures. Before starting the class, you must have a PAID Minecraft account for the PC/MAC.

Total: \$229

CFK-330-E	M–F 9am–4pm <i>Staff Instructor</i>	Jul 14–18
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Art Adventure

Are you the next famous abstract artist? Embark on an artistic adventure as you evaluate the compositions of abstract artists such as Jackson Pollock, Gerhard Richter, and more. Each day you will have the opportunity to create your own masterpieces.

Total: \$229

CFK-501-F	M–F 9am–4pm <i>T. Lake</i>	Jul 21–25
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National Parks Exploration: Yellowstone and the Last Frontier

Are you ready to trek the paths of Yellowstone National Park or search for wildlife in the wilderness of the Last Frontier? Learn about the geography, the ecosystem, birds, elk, bison, and more during this week that will have you grabbing your canteen and planning your own camping trip within the great outdoors.

Total: \$229

CFK-508-F	M–F 9am–4pm <i>K. Gray</i>	Jul 21–25
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It's a Bug's World

Explore the incredible world of insects in depth. Wow your parents and friends by how much you know about the creatures most necessary to life on Earth. From earthworms to grasshoppers and caterpillars to bees, you'll learn about all the orders of insects and see how many you can actually find outdoors. With games, crafts, and more, learning about bugs will be anything but boring. You'll spend several hours outdoors every day, observing insects, catching them with entomology nets, and having fun. Campers will go home with plenty of materials to extend their learning and excitement.

Total: \$229

CFK-446-F	M–F 9am–4pm <i>J. Nearchos</i>	Jul 21–25
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NEW! Comics Creation: Dork Diary of a Wimpy Kid

Are you ready to get creative? Whether you are a budding artist or a passionate storyteller, you will find Comics Creation: Dork Diary of a Wimpy Kid is the perfect place to unleash your imagination while having fun bringing your own story to life in a comic book adventure.

Total: \$239

CFK-521-G	M–F 9am–4pm <i>Staff Instructor</i>	Jul 28–Aug 1
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Forensic Detective

Do you have what it takes to solve the case? Use your investigative skills such as observation and deduction to document a scene, interview witnesses, lift and compare prints, collect and analyze DNA evidence, investigate hair and fibers, and perform chromatography on inks and potential toxins. Gather and analyze the evidence to catch the culprits!

Total: \$229

CFK-016-G	M–F 9am–4pm <i>Staff Instructor</i>	Jul 28–Aug 1
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Monday mornings start in the CPB

NEW! Island Dance Extravaganza

Come hula to an island beat! Join us on an exciting journey to the enchanting islands of Polynesia when you learn to move and dance, create, and expand your knowledge of one of the world's most beautiful locations.

Total: \$229

CFK-524-H	M-F 9am-4pm <i>A. Chesnut</i>	Aug 4-8
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Mad Scientist

Captivate your curiosity and ignite your imagination during this week of "way cool" scientific discovery. Sharpen your observational skills as you create reactions that fizz, glow, bubble, pop, and ooze! Develop your investigative skills as you design and conduct your own experiments. Grab your goggles and join us in the lab this summer!

Total: \$229

CFK-141-H	M-F 9am-4pm <i>Staff Instructor</i>	Aug 4-8
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GRADES 6-8**NEW! Conspiracies and Cryptids**

Dive into the world of the mysterious and the unexplained! Embark on a fascinating journey through the world of urban legends, where history, folklore, and mystery intertwine. From the elusive Bigfoot to the Loch Ness Monster and the Yeti, you will delve into the stories that have sparked curiosity and debate for generations.

Total: \$159

CFK-514-A	MTuW 9am-4pm <i>Staff Instructor</i>	Jun 16-18
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NEW! Inside Out through Art

Join us as we explore various art techniques and mediums to express emotions and ideas through creativity. Learn about the elements of art, such as color, line, shape, and texture, and how these can be used to convey feelings. You will develop your own art pieces and journal, incorporating your feelings and culture to show who you are from the inside out.

Total: \$159

CFK-512-A	MTuW 9am-4pm <i>T. Brown</i>	Jun 16-18
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Biotechnology and Biomedicine

The growing and dynamic career field of bioscience includes a range of professionals from medical doctors and surgeons to laboratory scientists and biomedical engineers. Explore a range of topics including DNA analysis, genetics, microbiology, cardiology, orthopedics, and prosthetics. Engage in your own research to help address a 21st century challenge in bioscience. Join us in the lab for this fun-filled and challenging week!

Total: \$239

CFK-441-B	M-F 9am-4pm <i>E. McDonald</i>	Jun 23-27
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NEW! Dance Intensive

Embark on an exciting journey into the world of professional dance with our Dance Intensive camp! Guided by our experienced HCC instructor, you'll explore and prepare for future careers in dance. Learn what it takes to be competitive in company callings or ready to enter higher education. Join us and take the first step towards a fulfilling career in dance.

Total: \$239

CFK-523-B	M-F 9am-4pm <i>A. Chesnut</i>	Jun 23-27
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Star Wars: A Course About the Force

Travel to a time long ago, in a galaxy far, far away, and immerse yourself in all things Star Wars! Explore the Star Wars universe and what it teaches us about loyalty, good versus evil, and nature versus technology. You'll create your own Star Wars story featuring your favorite characters and settings, plus planets, droids, and weapons of your own creation. And no Star Wars class would be complete without choreographing your very own lightsaber duel!

Total: \$239

CFK-373-B	M-F 9am-4pm <i>T. Hood</i>	Jun 23-27
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NEW! Comics Collide Remastered

Boom! Kapow! Blam! Explore the history, themes, characters, stories, and fan theories of your favorite comics. Which characters and worlds are better, and why? What makes someone a hero or villain? Get ready to learn about comics like you never have before.

Total: \$199

CFK-399-C	M-Th 9am-4pm <i>T. Hood</i>	Jun 30-Jul 3
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Monday mornings start in the CPB

NEW! Nature Navigators

Be prepared for thrilling adventures in the wilderness! Explore the world around you through the basics of orienteering and survival. You'll practice compass and navigation skills, along with fire-building and how to use the environment to your advantage. Channel your inner adventurer while learning necessary survival skills.

Total: \$199

CFK-460-C	M–Th 9am–4pm	Jun 30–Jul 3
	<i>Staff Instructor</i>	

Introduction to Drawing and Mixed Media Art

Are you ready to challenge your artistic aspirations and interests? Join us as we explore the world of traditional and non-traditional drawing and mixed media art. Expand your knowledge and usage of chalk, colored pencils, graphite, image transfers, and more. Learn about experimental artists such as Jim Dine and Julie Mehretu and utilize their work as inspiration to compose your art created from various ideas and materials to engage a wide range of audiences.

Total: \$239

CFK-468-D	M–F 9am–4pm	Jul 7–11
	<i>C. Bauer</i>	

Computer Games: Digital Designers


Stop staring at your monitor and become the star of your own computer game. Put yourself in the middle of the action as we digitally insert you into your own animated adventure. Work with graphics, create a storyline, insert sound effects, and package your game for family and friends.

Total: \$239

CFK-013-D	M–F 9am–4pm	Jul 7–11
	<i>Staff Instructor</i>	

Engineering Our Future with JLG - Intermediate

In this intermediate hands-on, interactive camp sponsored by JLG, you'll have the unique opportunity to work directly with a team of engineers from JLG to expand YOUR creativity and ingenuity to engineer a sustainable and productive future for the 21st century. Not only will you explore the design process and how engineers of all types work together to solve problems, but also design and build your very own working popsicle stick construction vehicle! This is a scholarship camp. Please apply at the scholarship link under Important Resources: www.hagerstowncc.edu/college-kids

Total: \$8 

CFK-444-D	M–F 9am–4pm	Jul 7–11
	<i>M. Warren</i>	

Creative Photography

Do you like to take pictures? Learn all about the world of photography. Explore composition, light, shadow, computer manipulations, and images. Have fun creating beautiful works of art from your photographs. This is a hands-on class that will help you to get creative with your camera and computer. Campers should bring their own camera.

Total: \$249

CFK-401-E	M–F 9am–4pm	Jul 14–18
	<i>S. Schaefer</i>	

The Bigger World of Harry Potter

More potions, more quidditch, just more! Experience deeper and more advanced aspects of the world of Harry Potter as we spend time with the second half of the series and explore the future of Harry's world. Warning, spoilers!

Total: \$239

CFK-363-E	M–F 9am–4pm	Jul 14–18
	<i>Staff Instructor</i>	

NEW! Cartooning Art and Story Creation

If you enjoy drawing and storytelling, get ready to elevate your imagination to new heights! In Cartooning and Storytelling, you'll bring your creativity, innovation, and ideas to life. You'll learn the essential elements of crafting a compelling story and the basics of creative illustration. Join us for a fun-filled adventure where your artistic and narrative skills will flourish.

Total: \$239

CFK-522-F	M–F 9am–4pm	Jul 21–25
	<i>Staff Instructor</i>	

Minecraft Modding and More!

Join the advanced Minecraft maniacs in creating mods, setting up the Minecraft server side, and writing code to modify the Minecraft environment. Meet the Blockly program language and, of course, play lots of original Minecraft maps. You must have a Minecraft account for the PC/MAC before starting the class.


Total: \$239

CFK-491-F	M–F 9am–4pm	Jul 21–25
	<i>K. Billings</i>	

Monday mornings start in the CPB

Women Engineering Our Future with JLG - Intermediate

In this intermediate hands-on, interactive camp sponsored by JLG, you'll have the unique opportunity to work directly with a team of engineers from JLG to expand YOUR creativity and ingenuity to engineer a sustainable and productive future for the 21st century. You will explore the crucial role women play in the engineering workforce, how engineers of all types work together to solve problems, and design and build your very own working popsicle stick construction vehicle! This is a scholarship camp. Please apply at the scholarship link under Important Resources: www.hagerstowncc.edu/college-kids

Total: \$8 

CFK-425-F M-F 9am-4pm Jul 21-25
M. Warren

Introduction to Traditional 3-D Art

Explore art forms that allow you to build, manipulate, and create three-dimensional art. This introductory course will give your interest in art new life and bring dimension to your presentation. Students will receive hands-on guidance with various art materials, including clay and paper mache, exposure to historical artists within the multiple mediums discussed and composing their own works of art.

Total: \$239

CFK-473-G M-F 9am-4pm Jul 28-Aug 1
S. Schaefer

NEW! Pop Star Dance Camp

Dive into the world of choreography and dance communication as you discover the basics of jazz, lyrical, and hip-hop dance styles. Learn the skills you need to own the stage and develop your pop star persona, skills of professional dancers, and more.

Total: \$239

CFK-494-G M-F 9am-4pm Jul 28-Aug 1
A. Chesnut

Maker of Worlds: Mastering Minecraft

Team up with other players in this sensational world that's built one block at a time. Using the tools and mechanics of Minecraft, build a game with your team and share the results with the other students and the world. You must have a PAID Minecraft account for the PC/MAC before starting the class.

Total: \$239

CFK-292-H M-F 9am-4pm Aug 4-8
K. Billings

Music Theater: Act, Sing and Dance

"Break a Leg" this week as you embark on a theater journey which includes dancing, singing, comedy, and other elements of theater. You will explore and create prop designs, stage crew development, and script writing. Be ready to show off as the week will end with a performance to end all performances.

Total: \$239

CFK-306-H M-F 9am-4pm Aug 4-8
Staff Instructor

GRADES 8-12

Babysitter's Boot Camp

Snag a job as a babysitter or camp counselor with this week-long training on the basics (and then some!) of babysitting. You'll learn crucial safety and childcare skills, including CPR and basic first aid, how to manage behavior positively, and the skills you'll need to interact with parents professionally. You'll also have fun learning educational games and crafts, plus how to prepare a full menu of healthy snacks for kids!

Total: \$279

CFK-355-B M-F 9am-4pm Jun 23-27
A. Furnish

Monday mornings start in the CPB



Summer Youth Programs

Career exploration for rising 9th - 12th graders

Questions? Email cfk@hagerstowncc.edu

Visit hagerstowncc.edu/youth-programming to register and view the most up-to-date camp offerings.

\$15 early bird discount through Mar. 31

WEEK 2—JUNE 23-27

Grade	Course #	Course Title
9-12	DAC-027-B	Forged with Fire: Intro to Blacksmithing

WEEK 3—JUNE 30-JULY 3

Grade	Course #	Course Title
9-12	DAC-023-C	Mixed Media Journaling
9-12	DAC-030-E	Discover Marine Science

WEEK 4—JULY 7-11

Grade	Course #	Course Title
9-12	DAC-028-D	Discover R.E.A.C.T.
9-12	DAC-035-D	Introduction to Stained Glass - NEW

WEEK 5—JULY 14-18

Grade	Course #	Course Title
9-12	CFK-477-E	Runway Ready: Sustainable Fashion - NEW
9-12	DAC-016-C	Discover Medicine

WEEK 6—JULY 21-25

Grade	Course #	Course Title
9-12	DAC-008-F	Sculpture

WEEK 7—JULY 28-AUGUST 1

Grade	Course #	Course Title
9-12	CFK-492-G	Theater Arts
9-12	DAC-033-G	Discover Business - NEW

WEEK 8—AUGUST 4-8

Grade	Course #	Course Title
9-12	DAC-034-H	Discover Criminal Justice - NEW
9-12	CFK-366-H	Photography Studio & Portfolio

Highlighting indicates new classes

DISCOVERY ACADEMY

Stay informed on camp updates, changes, or cancellations by visiting www.hagerstowncc.edu/youth-programming.



GRADES 9-12

Forged with Fire: Intro to Blacksmithing

Unleash your creativity and craftsmanship in our Introduction to Blacksmithing class! Dive into the rich history, master safety protocols, and learn essential techniques like the basic strikes and how to shape hot metal. From crafting useful tools to creating stunning decorative objects, participants will explore the artistry of blacksmithing. Our expert instructor will guide students through hands-on experiences, fostering skills that last a lifetime. Join us for an immersive journey where history meets craftsmanship and forge your path to becoming a skilled blacksmith!

Total: \$259

DAC-027-B M-F 9am-4pm Jun 23-27
M. Kelly

Discover Medicine

Are you questioning a career in healthcare? We are here to help you! Imagine a week of behind-the-scenes exploration of health careers and hands-on learning activities. Look at nursing, phlebotomy, nurse practitioners, and more. Perform real-world healthcare activities in an operating room experience, capturing a patient's health history and vital signs, learning about human anatomy and physiology, and traveling to healthcare facilities for on-site learning opportunities. See if you have what it takes to be a healthcare professional. Applications for this select program are available on the website and will be accepted starting February 14, 2024.

Total: \$349

DAC-016-C M-F 9am-4pm Jul 14-18
Staff Instructor

Mixed Media Journaling

Unlock your creativity and explore the dynamic world of mixed-media journaling! Learn the exciting possibilities of combining various art materials and techniques to create unique and expressive journal pages to document personal experiences.

Total: \$229

DAC-023-C M-Th 9am-4pm Jun 30-Jul 3
S. Schaefer

NEW! Introduction to Stained Glass

Unlock the vivid artistry of stained glass! Immerse yourself into the enchanting world of stained glass creation, where you'll learn the basic skills of design, glass cutting, and assembly techniques. Create beautiful pieces that not only capture the radiant glow of the summer sun but also captivate and inspire the admiration of all who behold them.

Total: \$259

DAC-035-D M-F 9am-4pm Jul 7-11
S. Schaefer



DISCOVER R.E.A.C.T.

Step into the action and explore a career as a first responder. Learn about the essential roles of firefighters, paramedics, and other emergency professionals through hands-on activities and real-world scenarios.

Jul 7-11

www.hagerstowncc.edu/discovery-academy-healthcare

Discover R.E.A.C.T.

Have you considered starting a career as a firefighter, police officer, or even an E.M.S. or paramedic provider? It's time to R.E.A.C.T. - Response Education and Action Camp for Teens! In this 1-week Discover Emergency Responder training camp, you will explore real-life training scenarios that firefighters, police officers, and emergency medical service providers use to obtain career development. Learn about situational responses, work through team collaborative activities, utilize problem-solving skills, discuss required school or training opportunities, get C.P.R. and first aid training, and more. See if you have what it takes to succeed in a career as a first responder.

Total: \$279

DAC-028-D	M-F 9am-4pm	Jul 7-11
	<i>Staff Instructor</i>	

NEW! Runway Ready: Sustainable Fashion

Do you love fashion and designing outfits? Do you want to understand more about costuming for theater productions? Are you the next fashion week designer? Get ready to learn about the history of fashion, costuming, and the societal and pop-culture trends that influence these areas of style. You become the designer as you create fashion and costume projects you will want to wear.

Total: \$249

CFK-477-E	M-F 9am-4pm	Jul 14-18
	<i>Staff Instructor</i>	

Discover Marine Science

Are you ready to uncover the mysteries behind coral reefs or discover a career in saving the world's endangered species? Join us as we discuss marine life, from dolphins and sharks to sea turtles and jellyfish, explore how each creature influences the underwater world, and build connections to future internships, colleges, or your career path in marine biology.

Total: \$219

DAC-030-E	M-Th 9am-4pm	Jun 30-Jul 3
	<i>K. Gray</i>	

Sculpture

Explore art forms that allow you to build, manipulate, and create three-dimensional art. This introductory course will give your interest in art new life and bring dimension to your presentation. Students will receive hands-on guidance with various art materials, including clay and paper mache, exposure to historical artists within the multiple mediums discussed and composing their own works of art.

Total: \$259

DAC-008-F	M-F 9am-4pm	Jul 21-25
	<i>S. Schaefer</i>	

Theater Arts

Explore all the world of theater has to offer on and off the stage! Try your hand at acting, designing sets, costuming, and more. Learn about the history of theater, monologue techniques, and color theory for creative costuming. Find your passion in or behind the spotlight in the extensive world of theater.

Total: \$239

CFK-492-G	M-F 9am-4pm	Jul 28-Aug 1
	<i>Staff Instructor</i>	

NEW! Discover Business

Unlock your potential and dive into the diverse world of business entrepreneurship with Discover Business! Whether you're passionate about starting your own venture or exploring various careers, you'll be equipped with the essential knowledge and tools to take the first step toward uncovering your future and achieving your goals.

Total: \$249

DAC-033-G	M-F 9am-4pm	Jul 28-Aug 1
	<i>Staff Instructor</i>	

Photography Studio and Portfolio

Move beyond photography basics and begin shooting and editing with your portfolio in mind! Whether you're interested in earning a degree in photography or wanting to publish your photos online or in print, you will need to know how to present your photography as a full body of work. Discover your unique style as a photographer, practice how to maintain consistency in editing, explore different ways to display your images, and learn the differences between shooting for events versus fine art - all while building your portfolio! Campers should bring their own camera. A limited number of cameras may be available for sharing, but cannot be guaranteed.

Total: \$259

CFK-366-H	M-F 9am-4pm	Aug 4-8
	<i>S. Schaefer</i>	

NEW! Discover Criminal Justice

Join us for Discover Criminal Justice and take the first step towards a rewarding career in the judicial system! If you're passionate about upholding justice or intrigued by the legal process, this is your opportunity to explore the diverse careers within the judicial field. Gain valuable insights, develop essential skills, and connect with experienced professionals as you embark on your journey toward a fulfilling career in criminal justice.

Total: \$249

DAC-034-H	M-F 9am-4pm	Aug 4-8
	<i>Staff Instructor</i>	

ALLIED HEALTH

FOUNDATIONS

★ Foundations for Healthcare Careers

This course prepares students for healthcare careers by covering essential concepts and professional skills. Topics include medical terminology, HIPAA, patient rights, and workplace professionalism. Communication skills, especially customer service and interpersonal communication, are emphasized. Students will also learn resume writing, interviewing, and job maintenance skills. Foundations is a prerequisite course for CNA, Phlebotomy, and Medical Assistant. A mandatory orientation is required on the first day of class, so do not be late. Approval is required prior to registration for this course. Please complete the Allied Health Program Application in order to receive registration approval: www.hagerstowncc.edu/ah-app. Mandatory orientation will be held the first night of class. There are two required textbooks that are not included in the price of the course. Text 1: ISBN: 978-1-64564-645-7, Text 2: ISBN: 978-1-61960-589-3
 Total: \$239 — Senior Total: \$156

HCE-108-M	TuTh 5:30–9:30pm Staff Instructor	Mar 18–Apr 15 CPB 125
HCE-108-K	TuTh 5:30–9:30pm Staff Instructor	May 1–29 CPB 125
HCE-108-A	TuTh 5:30–9:30pm Staff Instructor	Jul 1–29 CPB 125
HCE-108-B	TuTh 5:30–9:30pm Staff Instructor	Aug 5–Sep 2 CPB 125

CERTIFIED MEDICAL ASSISTANT

★ Medical Assistant Externship

The Clinical Medical Assistant Externship is the final course in a series for students aiming to become Certified Medical Assistants. It offers supervised placement in a medical facility, focusing on office orientation, administrative tasks, and patient interaction. Students will complete 100 hours of practical experience in an ambulatory or primary care setting. Prior completion of vaccinations, health requirements, and HCE 160 is necessary. Travel up to one hour may be required.
 Total: \$879

HCE-161-J	Schedule with Instructor	Apr 3–Jun 15
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MEDICAL ASSISTANT

CERTIFICATION SERIES ★

Medical Assistants work with physicians, nurses, and other healthcare professionals to deliver patient care in outpatient and medical office settings. Learn both clinical competencies and administrative skills that will assist you in being a successful liaison between a physician and their patient. Medical Assistants help by securing patient vital signs, assist with patient examinations, perform specimen collections and office testing, and administering patient vaccinations.

See class details for specific dates.

PROGRAM COURSES

- Foundations of Healthcare Careers
- Human Anatomy and Physiology and Medical Terminology for Medical Assistants
- Clinical Medical Assistant I
- Clinical Medical Assistant II
- Administrative Medical Assistant
- Clinical Medical Assistant Externship

**SCHOLARSHIPS
AVAILABLE!**

**APPLY
TODAY.**



www.hagerstowncc.edu/funding

*Scholarships may cover all or part of program cost.

CNA/GNA COURSES
★ Certified Nursing Assistant I

This Maryland Board of Nursing (MBON) approved course is designed to provide classroom and hands-on lab experience, including basic knowledge of healthcare team roles, communication skills, lifespan, and death and dying. Students will cover body systems, chronic and acute conditions, rehabilitation, and nutrition. Curriculum includes medical terms and abbreviations, treatment protocols, how to assist with personal care and activities of daily living. Learn and develop hands-on skills competency, while in a clinical lab setting. Prerequisite: A WorkKeys Assessment is required prior to registration and completion of HCE-108 Foundations for Healthcare Careers.

Total: \$848 — Senior Total: \$449 **\$**

HCE-105-K	MWF 5–9pm <i>J. Parkolay, H. Stone</i>	May 12–Jun 18 CPB 152
HCE-105-BC	M–Th 8:30am–5pm <i>R. Banfe</i>	Jun 2–12 CPB 152

★ Certified Nursing Assistant II

This course is part II of the MBON-approved CNA/GNA training program. It is designed to provide classroom and hands-on lab experience, including basic knowledge of healthcare team roles, communication skills, lifespan, and death and dying. Students will cover body systems, chronic and acute conditions, rehabilitation, and nutrition. Curriculum includes medical terms and abbreviations, treatment protocols, how to assist with personal care and activities of daily living. Successful completion of HCE-105 Certified Nursing Assistant I is required.

Total: \$699 — Senior Total: \$374 **\$**

HCE-106-J	MWF 5–9pm <i>J. Parkolay, H. Stone</i>	Mar 28–Apr 28 CPB 152
HCE-106-BC	M–Th 8:30am–5pm <i>R. Banfe</i>	Jun 12–25 CPB 152 CPB 154
HCE-106-L	MWF 5–9pm <i>J. Parkolay, H. Stone</i>	Jun 20–Jul 21 CPB 152 CPB 154

★ Certified Nursing Assistant - Clinical

This course provides practical clinical experience for certified nursing assistant students. Topics include personal care skills, vital signs, transferring skills, etc. Schedule with your instructor. Successful completion of HCE 106 - Certified Nursing Assistant II is required.

Total: \$388 — Senior Total: \$160 **\$**

HCE-107-K	<i>J. Parkolay</i>	Apr 29–May 31
HCE-107-BC	<i>J. Parkolay, H. Stone</i>	Jun 27–Aug 3
HCE-107-A	<i>J. Parkolay, H. Stone</i>	Jul 22–Aug 31


CERTIFIED NURSING ASSISTANT
CERTIFICATION SERIES 

Certified Nursing Assistant training provides you with classroom and hands-on experience for a successful entry-level career in the growing healthcare field.

See class details for specific dates.

COURSE LIST

- **Foundations of Healthcare Careers**
- **Certified Nursing Assistant Mod I**
- **Certified Nursing Assistant Mod II**
- **Certified Nursing Assistant Clinical**

SCHOLARSHIPS AVAILABLE!
APPLY TODAY.


www.hagerstowncc.edu/funding

**Scholarships may cover all or part of program cost.*

DENTAL HYGIENIST CERTIFICATIONS
★ Nitrous Oxide Administration and Monitoring for the Dental Hygienist

This course covers the administration and monitoring of nitrous oxide sedation for dental hygienists. Topics include the history, philosophy, and psychology of nitrous oxide sedation, as well as the physiological and psychological aspects of pain and anxiety management. It also addresses indications and contraindications, medical assessment, stages of sedation, pharmacological and physiological effects, complications, medical emergencies, and occupational exposure. The course consists of two components: four hours of lecture and two hours of clinical practice, including a written exam (75% pass required) and a

clinical competency evaluation (100% pass required). This course prepares students for the CDCA written nitrous oxide exam by the Maryland State Board of Dental Examiners. The textbook is not included (ISBN: 978-1455745470).

Total: \$294

HCE-053-J	F 8am–3pm <i>J. Suminski</i>	Apr 4 CPB 123
HCE-053-B	F 8am–3pm <i>J. Suminski</i>	Aug 1 CPB 123

★ Local Anesthesia for Dental Hygienist

Through a combination of lecture and hands-on lab work, students will gain skills through the implementation of local anesthesia. This course will provide the Maryland licensed dental hygienist with initial theory and clinical laboratory components to perform local anesthesia in the state of Maryland according to the rules and regulations of the Maryland State Board of Dental Examiners. Textbook: Logothesis, D.(2016). Local Anesthesia for Dental Hygienist, 3rd ed. St. Louis: Elsevier.

Total: \$650

HCE-047-A	WThF 8am–5pm <i>J. Suminski</i>	Jul 9–11 CPB 123
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Prescription Writing and Medication Administration for Dental Hygienists

This 4-hour continuing education course is entitled “Prescription Writing and Medication Administration for Dental Hygienists”. This course is designed to allow Maryland Dental Hygienists to prescribe and administer medication under Maryland State Board of Dental Examiners regulation section 10.44.04. This course will be taught at Hagerstown Community College as part of the Workforce Solutions and Continuing Education department to dental hygienists already licensed to practice dental hygiene.

Total: \$99 — Senior Total: \$50

HCE-200-J	Sa 8am–12pm <i>J. Suminski</i>	Apr 19 CPB 131
HCE-200-L	Sa 8am–12pm <i>J. Suminski</i>	Jun 21 CPB 131

★ = Workforce Training Program

Ⓐ = Scholarship Available

📖 = Online / Hybrid / Remote

For more information, see page 70.

HEALTHCARE CERTIFICATION

★ CNA Medicine Aide Recertification

This course provides current medicine aides with updated information on drug therapies and safe medication administration that meets the Maryland Board of Nursing continuing education requirements for recertification. Students are required to attend the full eight-hour course (six hours of lecture and two hours of testing) and score a minimum of 80% on the written final exam. Submission of the CMA Clinical Update Verification form by the student’s employer prior to enrollment verifying the following is required. Students are required to have practiced as a CNA for 16 hours, practiced as a GNA for eight hours in a licensed nursing home, and practiced as a CMA for 100 hours in the two years immediately preceding admission to the CMA Clinical Update. Certifications will not be awarded without successfully completing the course. Please bring a stethoscope and drug book to class. Required forms can be found at: hagerstowncc.edu/docs/cma-verification-forms.

Total: \$109 — Senior Total: \$73

NRS-742-M	Sa 9am–6pm <i>Staff Instructor</i>	Mar 22 CPB 152
NRS-742-J	Sa 9am–6pm <i>K. O'Brien</i>	Apr 12 CPB 152
NRS-742-K	Sa 9am–6pm <i>K. O'Brien</i>	May 17 CPB 152
NRS-742-L	Sa 9am–6pm <i>K. O'Brien</i>	Jun 28 CPB 152
NRS-742-A	Sa 9am–6pm <i>K. O'Brien</i>	Jul 12 CPB 152
NRS-742-B	Sa 9am–6pm <i>K. O'Brien</i>	Aug 9 CPB 152

Anatomy and Physiology for Medical Coding



This course is designed to teach medical coding students the basics of human anatomy and physiology and how it relates to medical records and coding. Students will learn about the structure and function of the body, various body systems, and anatomical terms. This course is hosted by Frederick Community College.

Total: \$151

HCE-195-J	ONLINE: <i>At your own pace</i>	Apr 9–May 14
HCE-195-K	ONLINE: <i>At your own pace</i>	May 14–Jun 18



Not sure where to start? Each Allied Health Program follows a specific course path to ensure you receive relevant and well-rounded training.

Medical Assisting

- Foundations of Healthcare (HCE-108)
- Human Anatomy & Physiology and Medical Terminology for Medical Assistants (HCE-181)
- Clinical Medical Assistant I (HCE-156)
- Clinical Medical Assistant II (HCE-157)
- Administrative Medical Assistant (HCE-160)
- Medical Assistant Externship (HCE-161)

Nurse Refresher

- Nurse Refresher Screening (HCE-036)
- Nurse Refresher Course Theory (NRS-988)
- Nurse Refresher Skills Lab (NRS-094)
- Nurse Refresher Clinical Practice (NRS-743)

Certified Nursing Assistant

- Foundations of Healthcare (HCE-108)
- Certified Nursing Assistant Module 1 (HCE-105)
- Certified Nursing Assistant Module 2 (HCE-106)
- Certified Nursing Assistant Clinical (HCE-107)

Phlebotomy

- Foundations for Healthcare Careers (HCE-108)
- Phlebotomy: Theoretical and Practical Applications (HCE-109)
- Phlebotomy: Clinical Externship (HCE-111)

Medical Billing

- Medical Terminology for Billing & Coding (HCE-196) online prerequisite
- Medical Billing - AAPC Certified Professional Biller CPB (HCE-193) *Classes are hosted at FCC*

Medical Coding

- Anatomy & Physiology for Medical Coding (HCE-195) online prerequisite
- Medical Terminology for Billing & Coding (HCE-196) online prerequisite
- Medical Coding - AAPC Certified Professional Coder CPC (HCE-194) *Classes are hosted at FCC*

hagerstowncc.edu/coned/areas/nursing

Medical Terminology for Billing and Coding



Learn the language of healthcare to prepare for success in AAPC medical coding and/or billing certification classes. Students will learn how to interpret medical terms by recognizing root words, prefixes, and suffixes, and will explore how this terminology relates to specific human body systems and conditions. This course is hosted by Frederick Community College.

Total: \$151

HCE-196-J	ONLINE: <i>At your own pace</i>	Apr 9–May 14
HCE-196-K	ONLINE: <i>At your own pace</i>	May 14–Jun 18

Medical Coding - AAPC Certified Professional Coder CPC

Would you like to translate the language of healthcare? This medical coding course will train you to review clinical reports and translate them into uniform medical codes used in the medical billing and reimbursement cycle. Upon successful completion you can sit for the AAPC Certified Professional Coder exam. Course fees cover the cost of the AAPC learning platform, two attempts for the CPC exam, one year membership to AAPC, and one year of Practicode access. Successful completions of the course, the AAPC exam, and Practicode will give students the experience needed to enter the workforce as a Certified Professional Coder (CPC). This course is hosted by Frederick Community College.

Total: \$1006

HCE-194-A	W 6–9:30pm <i>Staff Instructor</i>	Jul 9–Oct 22
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NURSING

★ Nurse Refresher Screening

This course is designed as a screening tool to assist RNs who are interested in applying for the Nurse Refresher program. Potential Nurse Refresher candidates will complete a background check and verification of their nursing licensure status through the Maryland Board of Nursing. Refunds will not be issued to students who fail to meet eligibility guidelines or withdraw from the program prior to or during the course. All background checks are completed online using Sterling. Once students register for the Nurse Refresher Screening, they will receive an e-mail with further instructions to complete the Background Investigation. The Nurse Refresher Screening is valid for one year. Please contact 240-500-2275 or kakoons@hagerstowncc.edu to start the process.

Total: \$75

HCE-036-J	<i>To schedule, contact Allied Health Manager</i>	
HCE-036-A	<i>To schedule, contact Allied Health Manager</i>	

★ Nurse Refresher Course Theory - Hybrid

This course is the first in a three-part series designed for registered nurses to reinstate an inactive Maryland nursing license and consists of a hybrid class with 40 classroom hours and online course work totaling 80 hours of content. Areas of concentration include: delivery of care utilizing the nursing process; medication calculation and administration; adult medical/surgical nursing; as well as current issues, trends, and nursing practices. Students are expected to attend and participate in the online class on a weekly basis for the online component. Successful completion of the course requires an 80% or higher score on four exams and completion of 20 quizzes with an average score of 80%. The required textbook is not included in the cost of the course. There is a mandatory orientation via Zoom on 31 March prior to the class start date. Text: Medical-Surgical Nursing: Assessment and Management of Clinical Problems, 11th Edition ISBN: 9780323551496

Total: \$975 — Senior Total: \$585

NRS-988-J	MW 6–10pm	Apr 7–Jun 23
	<i>M. Brown, G. Haywood, C. Ware, H. Law CPB 123</i>	

★ Nurse Refresher Skills Lab

This course is the pre-requisite for the Nurse Refresher Course III - Clinical Practice. Concurrent enrollment in, or prior completion of, Nurse Refresher Classroom Theory is required. During skills lab, students review the basic skills needed to provide nursing care, such as sterile techniques, wound care, central line dressing changes, IV and catheter insertion, medication administration, and NG tube placement. Lab supplies are included in the cost of the class.

Total: \$479 — Senior Total: \$263

NRS-094-L	F 6–10pm	Jun 20	CPB 151
	Sa 9am–5pm	Jun 21	CPB 151
	<i>M. Brown, R. Banfe</i>		

Drug Calculations Preparation

This course is designed for students who desire instruction-guided direction in preparing for the required dosage calculation exam for the nursing programs, LPN and RN. Students will review fractions, decimals, percentages, and the metric system. This course offers demonstration and practice in using various formulas for calculating oral and parenteral medication dosages. Textbook sold separately. Calculate with Confidence, Morris, 8th Ed., 9780323696951.

Total: \$89 — Senior Total: \$43

NRS-733-J	Sa 9am–12pm	Apr 26–May 24
	<i>R. D'Ambrisi</i>	<i>CPB 123</i>



CNA Training

HCC offers a variety of nursing courses to fit your needs and schedule.

ELL CNA PROGRAM

Start your career in healthcare and improve your English at the same time!

This program is designed for English language learners (ELLs) who want to work in the healthcare industry. ELL courses are available for those looking to pursue a career as a Certified Nursing Assistant (CNA/GNA).

Programs begin every April.

- 12 month program
- Learn from skilled medical professionals and ELL instructors
- Receive guidance and support with job placement

Contact the Program of Adult Literary Services for more information

240-500-2487

or

pals@hagerstowncc.edu

CNA BOOTCAMP

Become a certified nursing assistant in record time by registering for this 10-week accelerated series.

Courses Include:

- Foundations for Healthcare Careers (HCE-108-K)
- Certified Nursing Assistant I (HCE-105-BC)
- Certified Nursing Assistant II (HCE-743-BC)
- Certified Nursing Assistant - Clinical (HCE-107-BC)

See individual course descriptions for details.

SCHOLARSHIPS AVAILABLE!

APPLY TODAY.

www.hagerstowncc.edu/funding

Scholarships may cover all or part of program cost.

APPLY AT WWW.HAGERSTOWNCC.EDU/AH-APP





Nurse Refresher Courses

Designed for the Registered Nurse, to reinstate an inactive Maryland nursing license

16-week program:

- 10 weeks of theory in hybrid format (80 hours = 40 classroom + 40 online)
- 12 hours skills lab
- 60 clinical hours under supervision and guidance preceptor

Courses Include:

- Nurse Refresher I Classroom Theory (NRS-988)
- Nurse Refresher Skills Lab (NRS-094)
- Nurse Refresher Clinical (NRS-743)

Prerequisite: "Nurse Refresher Screening" (HCE-036, page 24), consisting of background check and nursing license verification.

*Required textbook: Medical-Surgical Nursing: Assessment and Management of Clinical Problems, 11th Edition
ISBN: 9780323551496
Cost of textbook is not included in class fees*

**SCHOLARSHIPS
AVAILABLE!**

**APPLY
TODAY.**

www.hagerstowncc.edu/funding

Scholarships may cover all or part of program cost.

Refresh and get back into the nursing profession.

PHLEBOTOMY

★ Phlebotomy: Theoretical and Practical Applications

In Phlebotomy: Theoretical & Practical Applications, students learn basic phlebotomy technical background and professional preparation for working as a phlebotomist. Students are introduced to anatomy and physiology with special emphasis on the cardiovascular and lymphatic systems, applicable medical terminology, and an overview of healthcare settings where phlebotomy services are performed. Students learn and apply professional ethics and behavior; interpersonal and written communications, including cultural competency; systems of documentation; and safety and infection control. Students will develop knowledge and comprehensive skills to prepare them to perform venipunctures completely and safely as they progress to practical applications. Hands-on skills practicums prepare students for the clinical course. This program includes both in-class and on-site clinical practice at local healthcare facilities. This program requires study time outside of class and includes both written and practical (hands-on) skills assessments, which must be passed prior to starting the clinical course. The program prepares students to take several national certification exams. Prerequisite: HCE-108 Foundations to Healthcare Careers.

Total: \$1207 — Senior Total: \$656 

HCE-109-N	MW 5–9:30pm <i>F. Rohrer</i>	Apr 21–Jun 16 CPB 175
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HCE-109-A	MW 5–9:30pm <i>K. Weicht</i>	Jul 7–Aug 15 CPB 175
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★ Phlebotomy Technician: Clinical Externship

This course provides students with hands-on work experience and practice to successfully perform the role and responsibilities of a phlebotomy technician in a professional setting. Successful completion requires students to complete 100 hours at their externship location and perform a minimum of 100 successful venipunctures under the supervision of an experienced phlebotomist. Evaluation of student progression will take place throughout the clinical placement. Prerequisite: HCE-109 Phlebotomy: Theoretical and Practical Applications.

Total: \$305 — Senior Total: \$187

HCE-111-J	<i>Schedule with Instructor</i>	Apr 14–Jun 6
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HCE-111-L	<i>Schedule with Instructor</i>	Jun 23–Aug 22
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PHLEBOTOMY TECHNICIAN

CERTIFICATION SERIES

As a Phlebotomy Technician, you are an important member of a healthcare clinical team trained in age appropriate blood and other clinical specimen collection procedures within a hospital and outpatient setting.

See class details for specific dates.

COURSE LIST

- Foundations of Healthcare
- Phlebotomy Technician: Theoretical and Practical Applications
- Phlebotomy Technician: Clinical Externship

SCHOLARSHIPS AVAILABLE!

APPLY TODAY. 

www.hagerstowncc.edu/funding

**Scholarships may cover all or part of program cost.*

Phlebotomy Skills for Medical Professionals

This course is designed for medical professionals, Nurses, EMS, and other medical personnel who, as part of their job functions, have to perform venipuncture and collect blood specimens. This course is designed to help medical professionals with a working knowledge of human anatomy and physiology to expand their scope of practice skills. This is not a certification course. Topics include: blood collection and venipuncture procedures, documentation and special handling procedures, preanalytical complications, and a practice component. Submission of proof of clinical practice via a letter of verification on company letterhead from the student's employer is required prior to enrollment in this course.

Total: \$100

HCE-040-M	Sa 8am–2pm <i>K. Weicht</i>	Mar 22 CPB 175
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BASIC LIFE SUPPORT

BLS Certification

The American Heart Association Basic Life Support (BLS) course is designed to teach a variety of life-saving skills to healthcare providers, including how to provide CPR, how to use an AED, and how to relieve choking in a safe, timely, and effective manner. This classroom course teaches life-saving skills for both in and out of hospital settings. Textbook cost is included in the BLS full course fee. AHA requires each student to have a textbook available before, during, and after the course. Students must pass a written exam and skills test in order to receive an AHA/BLS completion card. American Heart Association guidelines require that classes run within a specified time period. Please be aware that failure to arrive for class on time may result in having to reschedule for a later date.

Total: \$85 — Senior Total: \$60

NRS-923-J	Th 5–9pm <i>LIFE-SAVING SOLUTIONS, LLC</i>	Apr 10 <i>CPB 214</i>
NRS-923-K	Th 5–9pm <i>LIFE-SAVING SOLUTIONS, LLC</i>	May 8 <i>CPB 214</i>
NRS-923-L	Th 5–9pm <i>LIFE-SAVING SOLUTIONS, LLC</i>	Jun 5 <i>CPB 214</i>
NRS-923-N	F 5–9pm <i>LIFE-SAVING SOLUTIONS, LLC</i>	Jun 20 <i>CPB 131</i>
NRS-923-A	Th 5–9pm <i>LIFE-SAVING SOLUTIONS, LLC</i>	Jul 10 <i>CPB 124</i>
NRS-923-B	Th 5–9pm <i>LIFE-SAVING SOLUTIONS, LLC</i>	Aug 14 <i>CPB 214</i>

BLS Recertification

Basic Life Support Recertification is provided by the American Heart Association to refresh healthcare professionals previously certified in recognizing life-threatening emergencies in providing CPR, using an AED and bag-mask, and relieving choking in a timely and effective manner. A textbook is not required. (NOTE: If your BLS card has expired, please enroll in the BLS Initial Certification course NRS 923)

Total: \$49 — Senior Total: \$37

NRS-924-M	Th 6–8pm <i>Staff Instructor</i>	Mar 20 <i>CPB 211</i>
NRS-924-J	Th 6–8pm <i>LIFE-SAVING SOLUTIONS, LLC</i>	Apr 17 <i>CPB 214</i>
NRS-924-K	Th 6–8pm <i>LIFE-SAVING SOLUTIONS, LLC</i>	May 15 <i>CPB 214</i>
NRS-924-L	Th 6–8pm <i>LIFE-SAVING SOLUTIONS, LLC</i>	Jun 12 <i>CPB 214</i>
NRS-924-A	Th 6–8pm <i>LIFE-SAVING SOLUTIONS, LLC</i>	Jul 17 <i>CPB 123</i>

BUSINESS & PROFESSIONAL DEVELOPMENT

BUSINESS & MARKETING

★ Nonprofit Management - SERIES 

This course is a series of four classes that will benefit both newcomers to the world of nonprofits and experienced staffers who wish to enhance their management skill sets. From mission and vision to effective meetings and board development, the course examines essential tools for nonprofits. Participants will develop a strategy for implementing new ideas and fine-tuning those tools that are already in place.

Total: \$680 — Senior Total: \$277 

PRF-003-K	W 9–11:30am <i>J. Chambers</i>	May 21–Jul 9 <i>ONLINE</i>
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★ NEW! The Big Picture; Mission, Vision, and Goals 

This continuing education course is designed to give students a brief introduction to the world of nonprofits, including considerations for starting a nonprofit. Students will learn to define the organization's mission and ensure that its activities are mission-driven, while learning to avoid "mission creep" through strategic planning and carefully constructed goals.

Total: \$170 — Senior Total: \$73

PRF-004-K	W 9–11:30am <i>J. Chambers</i>	May 21–28 <i>ONLINE</i>
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★ NEW! Nonprofit Organizational Tools 

This continuing education course is designed to enhance skills that make organizations more effective. Students will learn to plan and conduct effective meetings, develop a plan for internal and external communications, use a variety of tools to help with decision making, ensure sound financial management, develop volunteer recruitment and management tools, and plan for effective program evaluation.

Total: \$170 — Senior Total: \$73

PRF-005-L	W 9–11:30am <i>J. Chambers</i>	Jun 4–11 <i>ONLINE</i>
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facebook.com/HCCwsce 

★ Grant Writing



This continuing education course is designed for students who are responsible for finding grant opportunities, writing applications, and managing grant awards. Topics include setting a grant strategy, searching for grants, writing effective proposals, telling a compelling story, and understanding the grant review process.

Total: \$170 — Senior Total: \$73

PRD-574-L	W 9–11:30am <i>J. Chambers</i>	Jun 18–25 <i>ONLINE</i>
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★ NEW! Building an Engaged Board



This continuing education course will teach students purposeful strategies for board recruitment, onboarding, effective decision-making, board development, and tips for effective governance. Students, both nonprofit staff and board members, will learn to help their board understand its role in advocacy and ambassadorship.

Total: \$170 — Senior Total: \$73

PRF-006-A	W 9–11:30am <i>J. Chambers</i>	Jul 2–9 <i>ONLINE</i>
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Advanced Grant Writing

This continuing education course is designed for professionals looking to advance their grant writing skills. Topics include budgeting, the federal grants process, research, evaluation, dissemination, compliance, fiscal management, reporting, and blended funding.

Total: \$199 — Senior Total: \$84

PRD-991-J	TuW 12–1:30pm <i>Staff Instructor</i>	Apr 1–2 <i>CPB 210</i>
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★ Adobe Photoshop

This continuing education course is designed for students who wish to develop or enhance skills in the use and applications of Adobe Photoshop. Topics include a review of Photoshop's user interface, tools and tips for retouching photos, adding filters, overlays, and effects; digital color theory; colorization; methods for digital painting and photo editing; and working with masks, vectors, and brushes to further enhance photos. Students are required to purchase discounted software for use during class (\$19.99/month).

Total: \$231 — Senior Total: \$97

PRD-994-J	Tu 6–8pm <i>A. Guessford</i>	Apr 15–May 20 <i>KEP 210</i>
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ADOBE CREATIVE CLOUD

CERTIFICATION SERIES

Looking to upskill with graphic design? Learn essential design techniques, from photo editing to vector graphics, and discover how to streamline your workflow with cloud-based tools. Build the skills to bring your ideas to life—perfect for beginners and aspiring professionals alike!

COURSE LIST

- Adobe Photoshop
- Adobe Illustrator
- Adobe InDesign
- Adobe Cloud

SCHOLARSHIPS AVAILABLE!

APPLY TODAY.



www.hagerstowncc.edu/funding

**Scholarships may cover all or part of program cost.*

★ Career Readiness

This continuing education course will focus on the professional skills necessary for individuals to be successful in the workplace. With a focus on soft skill development, participants will learn about different personality types and how to work with others, effective communication, how to handle conflict, how to work with a diverse population, effective teamwork, and problem solving.

Total: \$285 — Senior Total: \$114

PRD-980-K	MW 9am–12pm <i>E. Walshkirkman</i>	May 12–Jun 9 <i>CPB 232</i>
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Accounting Bootcamp

This 3-week continuing education course helps business owners and self-employed individuals clean up their own bookkeeping, create healthy bookkeeping habits, and learn basic analysis and understanding of their own financial reports essential for making business decisions. Topics include basic bookkeeping principles, business financial data, record keeping, and QuickBooks. This course is being offered by Saunders Tax & Accounting. For additional details, visit www.SaundersTax.com/bootcamp.php. HCC does not endorse or sponsor this program. The class is offered to provide a variety of learning opportunities to the community.

Total: \$400 — Senior Total: \$357

PRD-967-J	Tu/Th 10–11:30am Staff Instructor	Apr 29–May 15 ONLINE
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Accounting Bootcamp (Co-working)

This 6-week continuing education course helps business owners and self-employed individuals clean up their own bookkeeping, create healthy bookkeeping habits, and learn basic analysis and understanding of their own financial reports essential for making business decisions. Plus, this course includes 3 additional 1-hour co-working sessions weekly. This motivates you to maintain good bookkeeping habits at a specific time with the benefit of an accounting professional available to answer any questions or address any problems. This course is being offered by Saunders Tax & Accounting. For additional details, visit www.SaundersTax.com/bootcamp.php. HCC does not endorse or sponsor this program. The class is being offered to provide a variety of learning opportunities to the community.

Total: \$600 — Senior Total: \$533

PRD-968-J	Tu/Th 10–11:30am Th/Th 10–11am Staff Instructor	Apr 29–May 15 May 22–Jun 5	ONLINE ONLINE
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MANAGEMENT BOOTCAMP

CERTIFICATION SERIES 

PRD-901

Are you ready to take your supervisory skills to the next level? HCC's comprehensive Bootcamp Certification Series will equip you with the tools and knowledge you need to inspire your team, drive results, and deliver exceptional customer care.

See individual class descriptions for details.

COURSE LIST

- **The Significance of Supervision (PRD-895)**
- **Communication Skills for Managers (PRD-894)**
- **Human Resource Management, Meaning, and Methods (PRD-898)**
- **Moving from Customer Service to Customer Care (PRD-899)**
- **Leadership Skills - The Essentials for Success (PRD-897)**
- **Project Management Essentials (PRD-900)**
- **Coaching for Improved Performance (PRD-896)**

Don't miss this opportunity to elevate your career. Enroll today and become a more confident, effective leader.

SCHOLARSHIPS AVAILABLE!

APPLY TODAY. 

www.hagerstowncc.edu/funding

**Scholarships may cover all or part of program cost.*

INSTANT ENROLLMENT



ONLINE REGISTRATION IS EASY!

SCAN CODE.

hagerstowncc.edu/WSCRegistration



NONPROFIT MANAGEMENT

PRD-954

CERTIFICATION SERIES



Are you a nonprofit professional looking to enhance your management skills? Our comprehensive certification series offers four essential courses designed to equip you with the knowledge and tools needed to succeed.

COURSE LIST

- **The Big Picture (PRD-955): Understand the crucial role of mission, vision, and goals in driving your organization forward.**
- **Nonprofit Organizational Tools (PRD-956): Learn effective strategies for managing finances, operations, and human resources.**
- **Building an Engaged Board (PRD-957): Discover how to cultivate a strong and supportive board of directors.**
- **Grant Writing (PRD-574): Master the art of crafting compelling grant proposals to secure funding for your initiatives.**

Enroll in one course or the entire series and take your nonprofit leadership to new heights!

See individual class descriptions for details.

SCHOLARSHIPS AVAILABLE!

APPLY TODAY.



www.hagerstowncc.edu/funding

**Scholarships may cover all or part of program cost.*

Profit First



This 5-week continuing education course helps business owners and self-employed individuals maximize their profit by implementing a unique cash flow management system. You will learn how to set aside money for profit, taxes, operational expenses, payroll, and taxes. Topics include cash flow management, profit distribution, and operational efficiency. Taught by Advanced Certified Profit First Professional, Bev Stitely, of Saunders Tax & Accounting, the course includes 5 weeks of training AND 5 one-on-one coaching sessions during that week with an accounting professional. Additional details: www.saunderstax.com/profitfirst.php HCC does not endorse or sponsor this program. The class is offered to provide a variety of learning opportunities to the community.

Total: \$500 — Senior Total: \$445

PRD-969-L M 3–4pm
Staff Instructor

Jun 16–Jul 14
ONLINE

LEADERSHIP & MANAGEMENT

★ Hagerstown Community College Management Bootcamp-SERIES

This 7-week bootcamp gives managers the skills to lead and supervise a team, as well as learn the basic principles of communication, project management, coaching, human resources, and customer service. This section includes the following seven courses.

Total: \$1316 — Senior Total: \$665 **S**

PRD-901-L TuTh 9am–1pm
Staff Instructor

Jun 10–Jul 31
BTC 136

★ The Significance of Supervision

This course examines the significant role supervisors play in the success and growth of an organization. Students will analyze the skillset of an effective supervisor, as well as the elements of quality supervision. Areas presented include “how-to” topics such as the role of the supervisor in communication, conflict management, managing power and authority, motivating and developing staff, and managing change and transitions in the workplace. This course is designed to meet the needs of students who are new to the role of supervisor and allows seasoned supervisors the opportunity to objectively evaluate the significance of supervision in the workplace.

Total: \$188 — Senior Total: \$95

PRD-895-L TuTh 9am–1pm
Staff Instructor

Jun 10–12
BTC 136

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★ Communication Skills for Managers

Communication is key for everyone in the workplace, but particularly for managers and supervisors. Regardless of the industry or work environment, the ability to deliver clear, concise messages in verbal and/or written formats can mean the difference between success and failure. Learn to communicate using various mediums, listen effectively, engage in difficult conversations, and manage conflict.

Total: \$188 — Senior Total: \$95

PRD-894-L	TuTh 9am–1pm L. Smith	Jun 24–26 BTC 136
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★ Moving from Customer Service to Customer Care

This course explores the behaviors that lead to high customer satisfaction and brand loyalty. Most organizations have a mission, vision, and value statement. Students will examine ways in which company culture embodies, or ignores, the stated values of the organization. Students will learn how to apply the Ritz-Carlton Three Steps to Service, the significance of service recovery, and how to conduct a blameless apology. This course will also suggest and assess ways to reduce customer stress in the post-pandemic world by identifying steps to adjust the customer care model to account for customer anxiety.

Total: \$188 — Senior Total: \$95

PRD-899-A	TuTh 9am–1pm L. Smith	Jul 1–3 BTC 136
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★ Project Management Essentials

Have you ever been handed a project and told to “make it happen”, and now you’re wondering where to start? How do you build the best team to accomplish this project? How do you develop a plan if this has never been done before? How do you make sure the project stays on budget and on schedule? This course guides managers through the entire project management lifecycle. Begin by learning to develop a comprehensive plan and effective team. Next, you will explore how to control project schedules, costs, and scope. Lastly, learn to communicate progress and establish relationships with key stakeholders.

Total: \$188 — Senior Total: \$95

PRD-900-A	TuTh 9am–1pm R. Hendricks	Jul 8–10 BTC 136
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BREAKING BARRIERS, LEADING BOLDLY

CERTIFICATION SERIES 

Cornerstone for Women Leaders offers a 3-course series over the span of 6 months to help leaders make ethical and impactful decisions. Topics include understanding gender differences and leading in male-dominated fields, decision making, values alignment, communication, time management, conflict resolution, self-advocacy, and organizational development.

COURSE LIST

- **Ethical Decision-Making & Financial Stewardship**
- **Values-driven Leadership & Servant Leadership**
- **Conflict Resolution & Building Relationships in a Diverse Workplace**

See individual class descriptions for details.

SCHOLARSHIPS AVAILABLE!

APPLY TODAY.



www.hagerstowncc.edu/funding

**Scholarships may cover all or part of program cost.*



Online/Hybrid/Remote



Lifelong Learning Institute

See page 70 for details..

★ Leadership Skills - The Essentials for Success

This course identifies and explores skills needed to lead yourself first, give direction, delegate, build trust, share power, lead by example, and enable others in an ever-changing world. Students will understand how attitudes, positive mindsets, and leadership ethics play a role in a leader's success. Participants will discuss and role play everyday leadership situations.

Total: \$188 — Senior Total: \$95

PRD-897-A	TuTh 9am–1pm <i>L. Smith</i>	Jul 15–17 <i>BTC 136</i>
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★ Human Resource Management, Meaning, and Methods

The importance of human resource management has evolved in the workplace over time. Labor and civil rights legislation and various protections from discrimination in the workplace have added several layers to the processes of recruiting, hiring, performance management, and training. Students will learn how laws have redefined many HR processes. This course is an in-depth survey of those changes and the role of the Equal Employment Opportunity Commission in workplace discrimination investigation and enforcement. This course also examines the importance of proactive workplace harassment prevention policies and training, and the steps to achieve legal terminations.

Total: \$188 — Senior Total: \$95

PRD-898-A	TuTh 9am–1pm <i>L. Smith</i>	Jul 22–24 <i>BTC 136</i>
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★ Coaching for Improved Performance

The complex work environment calls for managers and leaders to have the skills necessary to lead a workforce of all ages. Coaching is a relatively new strategy that leaders and managers utilize to help individuals focus on improving work performance, learn new skills and take performance to the next level. Skills such as active listening, asking questions, and being a thinking partner set the stage for an effective coaching experience. Participants will discuss everyday work situations to determine ways coaching strategies will be successful.

Total: \$188 — Senior Total: \$95

PRD-896-A	TuTh 9am–1pm <i>J. Radish</i>	Jul 29–31 <i>BTC 136</i>
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★ Breaking Barriers, Leading Boldly - SERIES

This six-month continuing education series is designed for leaders interested in growing their leadership skills. The series is made of up of three (3) courses created to develop the skills needed to lead ethically and morally, with an emphasis on faith-based values developed through scripture. Topics include understanding gender differences and leading in male-dominated fields, decision making, values alignment, communication, time management, conflict resolution, self-advocacy, and organizational development. Cornerstone for Women Leaders offers this faith-driven, professional leadership development program which HCC does not endorse or sponsor. Please note: This course is based on providing the participant with a unique perspective about leadership based on lessons or parables from Scripture for instructional purposes only and not to convert or advocate a religious belief. Classes will be held the first Saturday of the month and are open to all.

Total: \$450 — Senior Total: \$191

PRD-971-K	Sa 9:30am–12:30pm <i>Staff Instructor</i>	May 3–Oct 4 <i>LRC 254</i>
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★ Ethical Decision-Making and Financial Stewardship

This class is one in a series of three designed to empower leaders with the skills and insights needed to navigate complex ethical dilemmas and make principled decisions under pressure. This course focuses on the intersection of creativity, problem-solving, and moral reasoning by emphasizing the development of a strong moral compass. Students will also explore the critical role of ethical financial management in leadership, including learning to collaborate with financial experts, delegate responsibilities while maintaining oversight, and navigate complex budgets and financial priorities. Cornerstone for Women Leaders offers this faith-driven, professional leadership development program which HCC does not endorse or sponsor. Please note: This course is based on providing the participant with a unique perspective about leadership based on lessons or parables from Scripture for instructional purposes only and not to convert or advocate a religious belief. Classes will be held the first Saturday of the month and are open to all.

Total: \$150 — Senior Total: \$71 

PRD-974-K	Sa 9:30am–12:30pm <i>Staff Instructor</i>	May 3 Jun 7	<i>LRC 254</i> <i>LRC 254</i>
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**★ Women at the Forefront:
Leadership Development - SERIES**

This six-month continuing education series is designed for leaders interested in growing their leadership skills. The series consists of three (3) courses created to develop the skills needed to lead ethically and morally, with an emphasis on faith-based values developed through scripture. Topics include values-driven leadership, servant leadership, culture, diversity, equity, inclusion, conflict resolution, self-advocacy, salary negotiation, and networking. Cornerstone for Women Leaders offers this faith-driven, professional leadership development program, which HCC does not endorse or sponsor. Please note: This course is based on providing the participant with a unique perspective about leadership based on lessons or parables from Scripture for instructional purposes only and not to convert or advocate a religious belief. Classes will be held the first Saturday of the month and are open to all.

Total: \$450 — Senior Total: \$191

PRD-975-A	Sa 9:30am–12:30pm Staff Instructor	Jul 19–Dec 6 LRC 254
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**★ Values-driven Leadership and
Prioritizing People Before Processes**

This class is one in a series of three designed for leaders in the workplace. Its focus is to equip students with the essential principles of values-driven leadership. Rooted in the belief that leadership is most impactful when guided by a commitment to ethics, morals, and the common good, this course provides a unique space for students to explore and develop their leadership skillset. Other topics include servant leadership and how to create a resilient and collaborative workplace. Cornerstone for Women Leaders offers this faith-driven, professional leadership development program which HCC does not endorse or sponsor. Please note: This course is based on providing the participant with a unique perspective about leadership based on lessons or parables from Scripture for instructional purposes only and not to convert or advocate a religious belief. Classes will be held the first Saturday of the month and are open to all.

Total: \$150 — Senior Total: \$71 **S**

PRD-976-A	Sa 9:30am–12:30pm Staff Instructor	Jul 19–Aug 2 LRC 254 LRC 254
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WorkKeys Prep

This course prepares students to earn the National Career Readiness Certificate by achieving a Silver level on the WorkKeys assessment. Students will meet in the Learning Support Center at HCC to learn about WorkKeys and will complete a pre-test assessment. With the scores earned, students will be assigned lessons on Applied Math, Graphic Literacy, and Workplace Documents. The lessons are delivered via a personalized, mobile-based learning management system. The platform delivers a meaningful learning experience and provides a customized study schedule and detailed instructional content.

Total: \$30

PRD-862-J	Th 5–8pm E. Coyle	Apr 3 LSC 100
PRD-862-K	Th 5–8pm E. Coyle	May 1 LSC 100
PRD-862-L	Th 5–8pm E. Coyle	Jun 5 LSC 100
PRD-862-A	Th 5–8pm E. Coyle	Jul 10 LSC 100
PRD-862-B	Th 5–8pm E. Coyle	Aug 7 LSC 100

**INSTANT
ENROLLMENT**

This new online registration system makes registering easy. With user-friendly navigation for mobile platforms, WSCE registration is at your fingertips!



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QR CODE
OR VISIT
THE WEBSITE

[hagerstowncc.edu/WSCEregistration](https://www.hagerstowncc.edu/WSCEregistration)



PET GROOMING

CERTIFICATION SERIES



Learn a variety of skills essential for maintaining the health and appearance of animals. HCC's comprehensive program covers everything from safe animal handling to advanced grooming techniques.

GAIN THE EXPERTISE TO:

- Master various grooming techniques for dogs and cats
- Understand animal behavior and safety protocols
- Provide top-notch care to your furry clients

COURSE LIST

- Introduction to Professional Pet Grooming (PET-060)
- Professional Pet Grooming Practices Part I (PET-061)
- Professional Pet Grooming Practices Part II (PET-062)

See individual class descriptions for details.

**SCHOLARSHIPS
AVAILABLE!**

**APPLY
TODAY.**



www.hagerstowncc.edu/funding

**Scholarships may cover all or part of program cost.*

PET GROOMING FOR PET PARENTS

NEW

Keep your dog looking and feeling its best! This course teaches essential at-home grooming skills, including bathing, brushing, and nail trimming, so you can care for your furry friend with ease. Perfect for dog owners of all experience levels.

COURSE LIST

- Pet Grooming for Pet Parents (PET-063)
- CPR & First Aide for Pets (PET-064)

Please Note: Participants are welcome to bring their own dogs for hands-on grooming practice; however, they do so at their own risk. While every precaution is taken to ensure a safe environment, owners are responsible for their dogs' behavior and well-being during the session.

CERTIFICATION & LICENSURE

ANIMAL CARE

★ Introduction to Professional Pet Grooming

This course is the first of three courses needed to complete Professional Pet Groomer Training. This course introduces students to the fundamentals of dog grooming. Topics include equipment and tools, record keeping, CPR for dogs, animal safety, groomer safety, supplies, breed recognition, coat type and texture, anatomy, and grooming skills. Books and grooming equipment are included in the price of the program. The hands-on portion of PET-060 (9am-1pm meetings) will be at Yappy Days Pet Grooming, 204 S Potomac St, Waynesboro, PA 17268. The hands-on portion of PET-060 (5pm-8:30pm) will be at Wags 2 Whiskers Pet Salon, 1675 E Main St, Waynesboro, PA 17268.

Total: \$2188 — Senior Total: \$1720

PET-060-WJ	MWTh 5–8:30pm <i>S. Willard, N. Hardman</i>	Apr 28–May 15 <i>CPB 124</i>
PET-060-YL	MWF 9am–1pm <i>D. Beasley, C. Staples</i>	Jun 2–20 <i>CPB 131</i>

★ Professional Pet Grooming I

This course is the second of three courses needed to complete Professional Pet Groomer Training. Topics include cleaning and maintenance of tools, handling matted coats, double coat clippings, carding, and deshedding. Students continue to develop their grooming skills with hands-on experience.

Total: \$1331 — Senior Total: \$706 

PET-061-WK	MWTh 5–8:30pm <i>S. Willard, N. Hardman</i>	May 19–Jun 12 <i>WAGS 2 WHISKERS</i>
PET-061-YL	MWF 9am–1pm <i>D. Beasley, C. Staples</i>	Jun 23–Jul 18 <i>YAPPY DAYS</i>

★ Professional Pet Grooming II

This course is the third of three courses needed to complete Professional Pet Groomer Training. In this course, students learn more advanced techniques and learn how to groom and handle the most difficult breeds. Students will continue hands-on training where they are provided the opportunity to gain the knowledge and skills necessary to function safely and appropriately as a dog groomer.

Total: \$1517 — Senior Total: \$783

PET-062-WL	MWTh 5–8:30pm <i>S. Willard, N. Hardman</i>	Jun 16–Jul 14 <i>WAGS 2 WHISKERS</i>
PET-062-YA	MWF 9am–1pm <i>D. Beasley, C. Staples</i>	Jul 21–Aug 15 <i>YAPPY DAYS</i>

NEW! Pet Grooming for Pet Parents

Unlock the essential skills to keep dogs happy, healthy, and looking their best! Our Pet Grooming for Pet Parents course focuses on basic grooming techniques to bathe, dry, de-shed and de-mat your precious pup. You'll learn how to conduct basic health checks to promote overall wellness, while gaining hands-on experience with grooming essentials like ear cleaning, nail trimming and dental care. Perfect for aspiring pet care professionals or dedicated pet owners, this course empowers you to provide top-notch care between grooming sessions with confidence and compassion. Please Note: participants are welcome to bring their own dogs for hands-on grooming practice; however, they do so at their own risk. While every precaution is taken to ensure a safe environment, owners are responsible for their dogs' behavior and well-being during the session.

Total: \$264 — Senior Total: \$125

PET-063-J	Th 9am–12pm <i>D. Beasley, C. Staples</i>	Apr 10–24 <i>YAPPY DAYS</i>
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NEW! Pet CPR and First Aid

Be prepared to protect your pet when it matters most! Our pet first aid program will empower you to confidently respond to medical emergencies, and learn essential life-saving skills like pet CPR. You'll also learn how to conduct thorough health assessments to monitor your pet's well-being and provide both preventive and emergency care to keep them safe and healthy. This course equips you with the knowledge and skills to act quickly in a pet emergency situation.

Total: \$155 — Senior Total: \$77

PET-064-K	Th 9am–2:15pm <i>D. Beasley, C. Staples</i>	May 1 <i>CPB 232</i>
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★ Veterinary Assisting I

This continuing education course is the second in a series designed to train students to enter the field of veterinary medicine as an assistant. It provides instruction on laboratory procedures, pharmacology, radiology, surgical procedures, basic husbandry and preventative health.

Total: \$520 — Senior Total: \$213

PET-058-J	M 5:30–8:30pm <i>K. Tracey</i>	Apr 21–Jul 28 <i>BTC 150</i>
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★ Veterinary Assisting II

This course, the final in a series of three, includes both classroom instruction and clinical hours. Course content includes emergency care, anesthesia, surgery, and individual research. Students are required to complete 25 clinical hours, which allows students to gain hands-on, practical experience.

Total: \$629 — Senior Total: \$256

PET-059-B	M 5:30–8:30pm <i>K. Tracey</i>	Aug 4–Sep 29 <i>BTC 150</i>
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CANNABIS

★ **Cannabis Technician II**

This course is the second in a series of two designed to provide entry-level training to work in a cannabis dispensary. This course provides education on various methods of consumption, medical products, medical conditions, patient consults, Maryland compliance, and pathways within the industry. Both Cannabis I (PRC-130) and II (PRC-131) require concurrent registration to enroll in the program.

Total: \$337 — Senior Total: \$140 **S**

PRC-131-K Th 6:30–8:30pm May 1–Jul 10
L. Ward CPB 131

CHILD CARE

★ **Basic Health and Safety Training** 

Gain a foundation of information about critical health and safety topics and practice skills designed to meet the proposed Maryland licensing regulation requiring training for all child care providers in basic health and safety areas. You will learn how to set up and maintain a safe and healthy environment. Topics include supervision, safe practices to prevent and reduce injuries, identification and reporting of abuse or neglect, and proper sanitation practices and procedures.

Total: \$104

PRC-090-L ONLINE: *At your own pace* Jun 2–Aug 22

★ **Sudden Infant Death Syndrome (SIDS)**



This course is designed to help caregivers understand Sudden Infant Death Syndrome (SIDS) that may affect healthy infants under one year of age.

Total: \$80 **S**

PLC-846-L ONLINE: *At your own pace* Jun 2–Aug 22

★ **Supporting Breastfeeding in Child Care** 

Learn to make your program breastfeeding-friendly for families. Satisfies the MSDE breastfeeding support requirement for child care professionals. This course provides an overview of the state regulation, guidelines, and resources to support the practice of breastfeeding and provides related resources for families within a child care program.

Total: \$80

PRC-001-L ONLINE: *At your own pace* Jun 2–Aug 22



CAREERS IN CANNABIS

CERTIFICATION SERIES 

CANNABIS TECHNICIAN

Looking to break into the booming cannabis industry? Our comprehensive two-course program is designed to equip you with the essential knowledge and skills needed to excel as a Cannabis Technician.

COURSE LIST

- Cannabis Technician I (PRC-I30)
- Cannabis Technician II (PRC-I31)

CANNABIS PROFESSIONAL

Enroll in our comprehensive cannabis training programs designed to equip you with the knowledge and expertise needed to thrive in the dynamic cannabis industry.

COURSE LIST

- Foundations of Cannabis (PRC-I45)

See individual class descriptions for details.

Note: Maryland State regulations require dispensary employees to be 21 years or older.

SCHOLARSHIPS AVAILABLE!

APPLY TODAY. **S**

www.hagerstowncc.edu/funding

**Scholarships may cover all or part of program cost.*

★ Child Growth and Development 

This certification course satisfies the child development half of the MSDE requirement of 90 hours for child care teachers and directors. Gain a broad overview of major concepts, theories, and research related to the social, emotional, cognitive, and physical development of children from birth through age 12. This course and a 45-hour course in age-appropriate curriculum (preschool, infant-toddler, or school-age) are required to complete the 90-hour certification for child care. You must successfully complete all course requirements to receive a certificate.

Total: \$280 **S**

PLC-874-J	ONLINE: <i>At your own pace</i>	Apr 4–May 23
PLC-874-L	ONLINE: <i>At your own pace</i>	Jun 13–Aug 1
PLC-874-A	ONLINE: <i>At your own pace</i>	Jul 11–Aug 29

★ Infant and Toddler Care 

Gain the skills necessary to work with infants and build communication skills to use with parents, co-workers, and the public. Topics include growth and development, curriculum planning, goal setting, selection of age-appropriate materials, and methods for infants and toddlers from birth to age 3. This certification course satisfies the MSDE requirement of 45 hours of infant-toddler curriculum training for child care teachers, directors, and family providers. Teachers of two-year-olds in a licensed preschool may also need the Preschool Curriculum course (consult your licensing specialist). You must successfully complete class assignments to receive a certificate. Standard refund policy does not apply. No refund seven days prior to course start date. 4.5 CEUs.

Total: \$304 **S**

PLC-875-J	ONLINE: <i>At your own pace</i>	Apr 7–May 26
PLC-875-L	ONLINE: <i>At your own pace</i>	Jun 9–Jul 28
PLC-875-A	ONLINE: <i>At your own pace</i>	Jul 7–Aug 25

★ Preschool Curriculum and Activities 

Become prepared for a position in a child care center or preschool. This certification course satisfies the curriculum half of the MSDE requirement of 90 hours of training for child care teachers and directors working with preschoolers. Basic concepts of curriculum planning and implementation for children three to five years old are introduced. Topics include: teaching strategies, environment design, and implementation of best practices in early childhood education. You must successfully complete all course requirements to receive a certificate. Aligns with MD Staff Credential levels 2-4.

Total: \$304 **S**

PLC-998-J	ONLINE: <i>At your own pace</i>	Apr 7–May 26
PLC-998-L	ONLINE: <i>At your own pace</i>	Jun 9–Jul 28
PLC-998-A	ONLINE: <i>At your own pace</i>	Jul 7–Aug 25

★ School Age Child Care: Curriculum 

Gain the skills necessary to work in school-age child care programs. Topics include curriculum planning, age-appropriate materials and methods for working with children ages 6-13. This certification course satisfies the curriculum half of the MSDE requirement of 90 hours of child care training for teachers, directors, and coordinators working with school-age children. You must successfully complete all course requirements to receive a certificate. Aligns with MD Staff Credential levels 2-4.

Total: \$304 **S**

PLC-798-J	ONLINE: <i>At your own pace</i>	Apr 9–May 28
PLC-798-L	ONLINE: <i>At your own pace</i>	Jun 11–Jul 30
PLC-798-A	ONLINE: <i>At your own pace</i>	Jul 9–Aug 27

★ Child Care Administration 

This course prepares prospective directors to administer and manage a child care center. Topics include state requirements and compliance standards for physical facilities, licensing, insurance, and staffing child care programs. Other topics include record-keeping, bookkeeping, personnel selection, training and managing staff, food services, equipment, materials, and community involvement. This certification course satisfies the MSDE requirement for 45 hours of administrative training for child care center directors. Students must successfully complete all course requirements to receive a certificate.

Total: \$304 **S**

PLC-592-J	ONLINE: <i>At your own pace</i>	Apr 10–May 29
PLC-592-A	ONLINE: <i>At your own pace</i>	Jul 10–Aug 28

★ Communication Skills for Child Care Professionals 


This course is designed for child care professionals as an introduction to the basic concepts of developing strong communication skills when working in a child care center. Topics include speaking, writing, interpersonal communication strategies, critical techniques with a focus on communication with parents and co-workers, and communication issues within a typical child care day.

Total: \$139 **S**

PLC-652-K	ONLINE: <i>At your own pace</i>	May 5–19
PLC-652-A	ONLINE: <i>At your own pace</i>	Jul 14–28

★ = Workforce Training Program

S = Scholarship Available

 = Online / Hybrid / Remote



HCC, in partnership with Howard Community College, offers a variety of classes to prepare you for a career as a child care professional. See below what courses are required to reach your desired career path.

Child Care Teacher (Infant/Toddler)

- Child Growth & Development (PLC-874)
- Infant & Toddler Care (PLC-875)
- Communication Skills for Child Care Professionals (PLC-652)
- Including all Children and the ADA (PLC-828)
- Supporting Breastfeeding in Child Care (PRC-001)
- Basic Health and Safety Training (PRC-090)

Child Care Teacher (Preschool)

- Child Growth & Development (PLC-874)
- Preschool Curriculum & Activities (PLC-998)
- Communication Skills for Child Care Professionals (PLC-652)
- Including all Children and the ADA (PLC-828)
- Basic Health and Safety Training (PRC-090)

Child Care Teacher (School Age)

- Child Growth & Development (PLC-874)
- School Age Child Care: Curriculum (PLC-798)
- Communication Skills for Child Care Professionals (PLC-652)
- Including all Children and the ADA (PLC-828)
- Basic Health and Safety Training (PRC-090)

Child Care Director

- Teacher courses (above) plus Child Care Administration (PLC-592)

SCHOLARSHIPS AVAILABLE!
www.hagerstowncc.edu/child-care-courses

★ CDA Capstone: Portfolio, Application, and Exam Prep

The Child Development Associate (CDA) Credential is the most widely recognized national credential in early childhood education (ECE) and is a key stepping stone on this path to career advancement. HCC, in partnership with Howard Community College, is offering a specific course designed to navigate through the application process with time to create a portfolio and practice for the interview and demonstration. It is the final step in a detailed and thorough certification process. Successful completion of the following courses: Child Growth and Development, Infant and Toddler Care OR Preschool Curriculum and Activities & Child Care Administration, and 120 hours of professional education covering the CDA's eight subject areas are required. Must have 350 hours of work experience working with children in an early childhood setting. Standard refund policy does not apply. No fees refunded as of the first class date. No tuition refunded after the fifth class date. Purchase textbooks and a 2" three-ring binder with page protectors. MSDE Core of Knowledge: 11 hours Professional Development, 5.5 hours Curriculum Planning, 5.5 hours Community Connections.

Total: \$304

PRC-097-L ONLINE: *At your own pace* Jun 17–Aug 12

Developmentally Appropriate Practices

This continuing education course is designed for professionals in the education or child care profession. It provides instruction on developmentally appropriate practices for working with children of all ages and abilities. Topics include national standards, essential components of developmentally appropriate practice, and behavioral strategies to support children's learning and development.

Total: \$80

PLC-824-L ONLINE: *At your own pace* Jun 2–Aug 22

Engaging Children with Remote Learning

Remote learning is here to stay. Now more than ever, teachers and caregivers are engaging children with remote learning and are tasked with helping parents support learning when working one-on-one with their child outside of the online learning environment. Learn effective methods for engaging children of all ages in various forms of online learning and supportive strategies for parents. MSDE Core of Knowledge: 2 hrs CD, 1 hr CC, 1 hr CP, 1hr SN.

Total: \$104

PRC-095-L ONLINE: *At your own pace* Jun 2–Aug 22

Including All Children and the ADA

This course provides essential information that every child care and education professional needs to know about the requirements of the Americans with Disabilities Act (ADA). Go beyond the definition of ADA to learn inclusionary best practices, strategies, and resources for implementing an early childhood or school-age environment that is inclusive to all children and families.

Total: \$80

PLC-828-L ONLINE: *At your own pace* Jun 2–Aug 22

Nutrition and Active Living

Topics in this course include nutritional needs of all children, promoting healthy growth and development, strategies to inform families on providing nutritional food items, and developing physical games and large motor activities to promote physical growth.

Total: \$80

PLC-826-L ONLINE: *At your own pace* Jun 2–Aug 22

Pandemic and Outbreaks: Reducing Risks in Child Care

Are you challenged to adopt new health and safety protocols and keep up with recent changes in child care regulations caused by the COVID-19 pandemic? Gain a foundation of information about COVID-19, other infectious diseases, and the latest Maryland child care regulations in this timely course taught by a professional nurse educator. You will be introduced to best practices and protocols for maintaining a safe and healthy environment for children and staff, protecting your child care site from infection, preventing the spread of COVID-19 with proper sanitation practices and procedures, and handling other childhood illnesses in a child care setting. MSDE Core of Knowledge: 5 hours HSN.

Total: \$104

PRC-096-L ONLINE: *At your own pace* Jun 2–Aug 22

Playground Safety

Topics in this course include age-appropriate and accessible playground equipment and surfacing materials, appropriate playground supervision, and outdoor safety checks.

Total: \$80

PLC-827-L ONLINE: *At your own pace* Jun 2–Aug 22

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ENTREPRENEURSHIP COURSES

Success in entrepreneurship starts with a solid understanding of the business landscape. HCC's entrepreneurship courses cover everything you need to know to start and run your own business. Build a strong foundation with essential skills in business planning, research, budgeting, accounting, HR, risk management, growth strategies, and more.

COURSE LIST

- Principles of Entrepreneurship I (PRC-I48)
- Principles of Entrepreneurship II (PRC-I49)

See individual class descriptions for details.

SCHOLARSHIPS AVAILABLE!

APPLY TODAY.



www.hagerstowncc.edu/funding

**Scholarships may cover all or part of program cost.*

Supervising Children in Child Care

This continuing education course is designed for professionals in the education or child care career field. The course provides MSDE/Office of Child Care regulations and best practices for age and developmentally appropriate supervision of children. Topics include child care regulations and best practices, supervisory strategies for indoor and outdoor environments, and active monitoring.

Total: \$80

PLC-822-L ONLINE: *At your own pace* Jun 2–Aug 22

Supporting Children with Disabilities

Topics in this course include programs, terms, and resources that support children with special needs, an understanding of the child care professional's role in supporting IEP/IFSPs, and how to select materials to adapt both instruction and the environment to motivate learning.

Total: \$80

PLC-829-L ONLINE: *At your own pace* Jun 2–Aug 22

Taking Learning Outside

Topics in this course include activity planning, environmental design, and material/equipment selection.

Total: \$80

PLC-825-L ONLINE: *At your own pace* Jun 2–Aug 22

Pyramid Model for Social and Emotional Competence - Preschool

Using the Pyramid Model of SEFEL (Social and Emotional Foundations for Early Learning), gain strategies for understanding, addressing, and preventing challenging behavior in children ages 3-5, and practice positive ways to support children with challenging behaviors toward social competence and success. MSDE Core of Knowledge: 18hrs CD. No fees refunded as of the first class date. No tuition refunded after the fifth class date.

Total: \$204

PRC-091-A ONLINE: *At your own pace* Jul 21–Aug 25

ENTREPRENEURSHIP

★ Principles of Entrepreneurship II

This continuing education course is the second of two designed for entrepreneurs and small business owners. This course provides instruction on the fundamental principles of business ownership, including business planning and legal business entity formation. Topics include available resources, growth strategies, financial management, funding sources, and marketing strategies.

Total: \$733 — Senior Total: \$448

PRC-149-M MW 5–8pm Mar 24–May 7
C. Serio CPB 232



INSTANT ENROLLMENT:
REGISTERING ONLINE IS EASY!

hagerstowncc.edu/WSCERegistration

PERSONAL TRAINER

★ **Personal Trainer I**

Personal Trainer I is the first course of a two-part series designed for individuals pursuing a career in the fitness industry by preparing them to take the American Council on Exercise (ACE) Personal Trainer certification. Topics include roles of the personal trainer, the ACE Integrated Fitness Model, behavior change, nutrition, health screening, fitness assessments, and exercise programming. Textbook is included.

Total: \$358 — Senior Total: \$208

PRC-118-J	TuTh 5:30–8:30pm <i>W. Wolf</i>	Apr 22–May 8 <i>ARCC 224</i>
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★ **Personal Trainer II**

Personal Trainer II is a continuation of the Personal Trainer program. Topics include the application of exercise programming for diverse populations, exercise considerations for those with chronic injuries and diseases, and legal guidelines. Required Pre-requisite: Personal Trainer I (PRC-118). Exam voucher included.

Total: \$728 — Senior Total: \$536 

PRC-119-K	TuTh 5:30–8:30pm <i>W. Wolf</i>	May 13–29 <i>ARCC 224</i>
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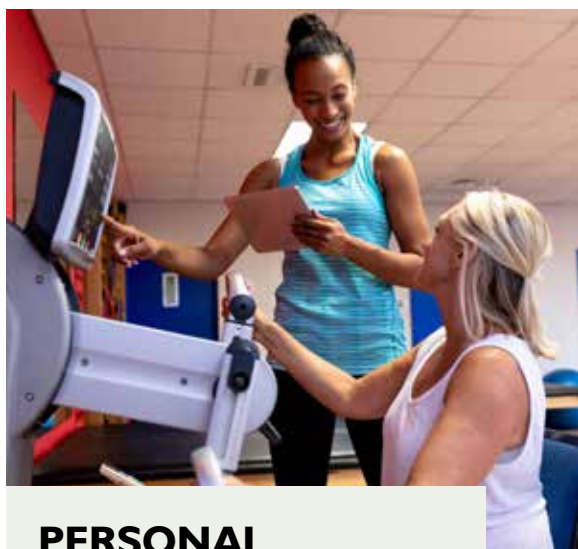
PROJECT MANAGEMENT

★ **Project Management Professional - PMP Prep** 

This continuing education course is designed to assist individuals in preparing for the Project Management Institute’s Project Management Professional (PMP) certification exam. It provides instruction on developing career skills based on A Guide to the Project Management Body of Knowledge (PMBOK Guide). Topics include important industry-related methodologies, including predictive and agile project management, project management tools and techniques, key terminology, concepts, and processes to prepare for the project management certificate. This class is being offered by PM ProLearn. Class schedule varies.

Total: \$2099 — Senior Total: \$1915 

PRC-136-J	M–F 8am–4:30pm <i>Staff Instructor</i>	Apr 14–18 <i>ONLINE</i>
PRC-136-N	TuTh 7–11pm <i>Staff Instructor</i>	Apr 29–May 27 <i>ONLINE</i>



PERSONAL TRAINER

CERTIFICATION SERIES 

The rapidly growing personal training industry leads, instructs, and motivates clients to reach their fitness goals. Whether you are looking to make a career move or expand knowledge, the nationally accredited American Council on Exercise (ACE®) program will provide the information you need to become a certified personal trainer. By learning directly from a certified and experienced instructor, this course give you access to hands-on guidance from a seasoned professional who knows the industry inside and out.

COURSE LIST

- **Personal Trainer I**
- **Personal Trainer II**

See individual class descriptions for details.

SCHOLARSHIPS AVAILABLE!

APPLY TODAY. 

www.hagerstowncc.edu/funding

**Scholarships may cover all or part of program cost.*

REAL ESTATE

★ Real Estate Principles and Practices I

This course is the first in a two-part series designed for individuals who want to enter the real estate profession. It explores the concepts of real estate law, ownership, transfers of property, closings, brokerage, contracts, and listing agreements. Upon completion, students will be prepared to sit for the Maryland Real Estate Commission Certification Exam. Students must take Part I and Part II to sit for the exam. Books are included in the price of this course.

Total: \$298 — Senior Total: \$169

PRC-125-M	Sa 9am–2:30pm <i>L. Riggs</i>	Mar 22–May 3 <i>CPB 125</i>
PRC-125-L	TuTh 6–9pm <i>O. Hale</i>	Jun 3–Jul 15 <i>ONLINE</i>
PRC-125-A	Sa 9am–2:30pm <i>L. Riggs</i>	Jul 26–Sep 6 <i>CPB 125</i>

★ Real Estate Principles and Practices II

This course is the second in a two-part series designed for individuals who want to enter the real estate profession. Students will learn various topics, including real estate financing, environmental issues, contracts, and legal aspects of Maryland real estate transactions. Upon completion, students will be prepared to sit for the Maryland Real Estate Commission Certification Exam. Students must pass both the Maryland and National final exams with a 70% to graduate from the course.

Total: \$206 — Senior Total: \$87 **\$**

PRC-126-K	Sa 9am–2:15pm <i>L. Riggs</i>	May 10–Jun 21 <i>CPB 125</i>
PRC-126-A	TuTh 6–9pm <i>O. Hale</i>	Jul 17–Sep 9 <i>ONLINE</i>

Real Estate Licensing Exam Prep 

This continuing education course is designed to assist students preparing to take the Real Estate Sales-person exam. The focus is to build competency and knowledge in preparation for the State and National exams. Topics include: test-taking techniques and best practices, national review, Maryland law review, and real estate math concepts and calculations.

Total: \$213 — Senior Total: \$90

PRC-152-K	SaSu 9am–3pm <i>O. Hale</i>	May 3–4 <i>ONLINE</i>
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REAL ESTATE PRINCIPLES AND PRACTICES I AND II

CERTIFICATION SERIES 

Real Estate agents assist individuals with buying, selling, and renting properties. With a Real Estate license, you become a valuable asset by making the process run smoothly and efficiently. You support clients through major life milestones by guiding them through the listing and mortgage processes, handling paperwork, and guiding negotiations. Meets the requirements of the Maryland Real Estate Commission to take the MD Real Estate licensing examination.

COURSE LIST

- Real Estate Principles and Practices I
- Real Estate Principles and Practices II

Classes are offered in both online and in-person formats. See individual classes for details.

SCHOLARSHIPS AVAILABLE!

APPLY TODAY. 

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**Scholarships may cover all or part of program cost.*

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COMPUTERS

MS OFFICE

Microsoft Excel Level I

Bigger and better spreadsheets are even easier with the new Excel. Overview the Excel interface, create workbooks, and navigate within worksheets. Enter and edit text and numbers; create basic formulas and insert functions; move and copy data; format text, cells, and worksheets; work with ranges, rows, and columns. Most topics apply to Excel version 2010 and newer. (Textbook included) Pre-requisite: Windows PC skills.

Total: \$127 — Senior Total: \$87

CMP-835-K	W 9am–4:30pm <i>R. Koziel</i>	May 7 <i>BTC 148</i>
CMP-835-A	W 9am–4:30pm <i>R. Koziel</i>	Jul 16 <i>BTC 148</i>

Microsoft Excel Level II

Improve your Excel workbook by adding visual appeal and increasing usability. Organize data with sorts and filters, use multiple worksheets and workbooks efficiently, add and modify charts and graphics, and explore more advanced functions including Power Query. Pre-requisite: Excel Level I. Most topics apply to Excel version 2010 and newer. (Textbook included)

Total: \$127 — Senior Total: \$87

CMP-836-K	W 9am–4:30pm <i>R. Koziel</i>	May 21 <i>BTC 148</i>
CMP-836-A	W 9am–4:30pm <i>R. Koziel</i>	Jul 30 <i>BTC 148</i>

ONLINE TECHNICAL TRAINING

Earn a certificate in these areas of industrial tech:

- **Electronics**
- **Electromechanical**
- **PLC**
- **Robotics**
- **Electric Vehicle Technician**



Build Your Rewarding Career in Technology.

These online technical training certificates were designed by George Brown College in association with some of the top corporate trainers in North America.

Each technician certificate program enriches your skills and knowledge in design, programming, installation, operation, maintenance and troubleshooting industrial electronics, robotics, electric vehicles, and PLC equipment. The self-paced distance education alternative provides you with practical know-how and technical skills needed to become more employable and successful in your field.

Contact HCC Workforce Solutions & Continuing Education at 240-500-2236 or visit the website for more information: hagerstown-gbc.com

Microsoft Excel Level III

Add on to your Level II knowledge and work with advanced concepts/customization. Import and export data; create custom ranges and use VLOOKUP; and work with PivotTables and PivotCharts. Use the analytical features of Excel (such as Goal Seek and Solver), Power Query run and record macros, and share Excel workbooks collaboratively. Pre-requisite: Excel Level II. Most topics apply to Excel version 2010 and newer. (Textbook included)

Total: \$127 — Senior Total: \$87

CMP-693-J	W 9am–4:30pm <i>R. Koziel</i>	Apr 9 <i>BTC 148</i>
CMP-693-L	W 9am–4:30pm <i>R. Koziel</i>	Jun 4 <i>BTC 148</i>
CMP-693-B	W 9am–4:30pm <i>R. Koziel</i>	Aug 13 <i>BTC 148</i>

Microsoft Power BI

Turn your spreadsheets and other data sources into decision making tools with Power BI. Business intelligence is the next step for companies or departments to determine success or failure in rapidly changing economic climates. Microsoft 365 account needed or a free Microsoft account can be set up before class.

Total: \$73 — Senior Total: \$40

CMR-261-L	W 9am–1pm <i>R. Koziel</i>	Jun 25 <i>BTC 148</i>
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QUICKBOOKS ONLINE

NEW! QuickBooks Online

Staying competitive in small business requires sound bookkeeping and our QuickBooks Online class is the place to start. From a brief introduction on accounting concepts to building your sample company, you can expand your skills and resume using QuickBooks Online to manage business finances, track expenses, invoice customers, and create intuitive reports. Class does not cover QuickBooks Desktop but does address migrating from the legacy system to the new cloud-based system. (Textbook included).

Total: \$238 — Senior Total: \$130

CMR-262-J	Tu 6–9pm <i>J. Ward</i>	Apr 1–May 20 <i>BTC 148</i>
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CONSTRUCTION TRADES COURSES

Welcome to Your New Career in the Skilled Trades!

Construction Pre-Apprenticeship – Focus on the core concepts for the trades, including safety, tools, math, blueprints, and communication. Meet with potential employers to prepare for careers in electrical, HVAC, plumbing or carpentry fields.

Registered Apprenticeship – HCC works with trade associations to provide you with pathways into paid apprenticeship employment with area companies. We can help you through the steps to plan your career and prepare for the next Registered Apprenticeship start.

Heavy Equipment Operator – Gain the experience to work on the job site excavating for new construction. Program includes hands-on operation of heavy equipment including excavators, loaders, and backhoes.

www.hagerstowncc.edu/Construction

SCHOLARSHIPS AVAILABLE!

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**Scholarships may cover all or part of program cost.*



INSTANT ENROLLMENT:
REGISTERING ONLINE IS EASY!

hagerstowncc.edu/WSCRegistration

INDUSTRIAL TECHNOLOGY & TRADES

BLACKSMITH

Basic Blacksmithing

Develop super powers and bend steel with your hands using skills from one of the oldest trades. Basic Blacksmithing introduces you to the art and science of forging and shaping metals as a hobby or a future career. This class will cover safety, equipment, and techniques for your first blacksmithing projects, whether artistic or practical, and provide guidance on setting up your own blacksmith shop. (No textbook required).

Total: \$295 — Senior Total: \$168

TRD-345-M	Sa 8am–12pm	Mar 22–May 10	CPB 142
	<i>P. Kelly, M. Kelly</i>		

Intermediate Blacksmithing

In this course, you will take a deeper look into the work of a blacksmith, while continuing to build on the basic techniques you previously learned. Class introduces creating and managing a solid fuel forge, i.e. coal, as an alternative for projects. Plus, you will build your shop inventory by making your own tools and create jigs to make replication of products easier. If you are not familiar with forging, please complete the Basic Blacksmithing class before taking this one.

Total: \$295 — Senior Total: \$168

TRD-368-M	Sa 8am–12pm	Mar 22–May 10	CPB 142
	<i>P. Kelly, M. Kelly</i>		

NEW! Introduction to Knife Making

Craftsman have been producing knives by hand for centuries using the tools of the forge. You can learn their secrets in our introductory class on blade smithing. Class will cover forging techniques, identifying steel types for knives, designing a project knife, and grinding/tempering/heat treating. Each student will produce a knife, complete with basic handle materials.

Total: \$283 — Senior Total: \$163

TRD-929-J	TuTh 5:30–9pm	Apr 1–24	CPB 210
	<i>R. Fisher</i>		

CONSTRUCTION

★ Construction Trades Core Part I

Prepare for apprenticeship or employment in the skilled trades such as HVAC, electrical, plumbing, or carpentry. This course begins the core apprenticeship curriculum of the National Center for Construction Education and Research (NCCER), which must be completed before other NCCER courses can be attempted. Topics include basic safety, introduction to construction math, introduction to hand tools, and introduction to power tools. Construction Core Trades Part 2 is required to complete. (Textbook included)

Total: \$378 — Senior Total: \$343

TRD-237-J	MW 6–9pm	Apr 7–May 14
	<i>C. Carpenter</i>	<i>BTC 118</i>

★ Construction Trades Core Part 2

Prepare for apprenticeship or employment in the skilled trades such as HVAC, electrical, plumbing, or carpentry. This course completes the core apprenticeship curriculum of the National Center for Construction Education and Research (NCCER), which must be completed before other NCCER courses can be attempted. Topics include basic safety, introduction to construction math, introduction to hand tools, and introduction to power tools. Prerequisite: Construction Core Trades Part 1 required to complete. (Textbook and OSHA 10 included)

Total: \$241 — Senior Total: \$241

TRD-238-K	MW 6–9pm	May 19–Jun 30
	<i>C. Carpenter</i>	<i>BTC 118</i>

★ Heavy Equipment Operator Introduction

Enhance your skills or launch a new career operating heavy equipment in this program, which provides you with a comprehensive overview of equipment uses, operator responsibilities, career opportunities, and safety principles associated with the operation of on a construction site. Class also provides an overview of each type of heavy equipment covered in the program, along with their different models, applications, and common attachments. (Textbook and materials included)

Total: \$323 — Senior Total: \$188

TRD-924-M	MW 6–9pm	Mar 17–26	ETTC 101
	Sa 8:30am–4:30pm	Mar 22	ETTC 101
	<i>K. Floyd</i>		

★ Heavy Equipment Operator Skills

Practice hands-on use of a variety of heavy equipment while focusing on safe operation and preventive maintenance at a construction work site. Class activities include proper mounting, startup procedures, and basic movements of the machine and its attachments. This course provides hands-on experience with a variety of machines performing work tasks, including skid loaders, mini-excavators, and back hoes. Prerequisite: HEO Introduction class. (Textbook and materials included)

Total: \$2172 — Senior Total: \$1452

TRD-925-M	Sa 9am–4:30pm MW 6–9pm K. Floyd	Mar 29–May 10 Mar 31–May 7	ETTC 101 ETTC 101
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DIESEL TECHNICIAN PROGRAM

★ Diesel Technician Program Part II

Become proficient in preventative maintenance and inspections for heavy-duty vehicles through hands-on shop activities in part two of the Diesel Technician Program. Topics in part two expand on preventive maintenance schedules, engine systems, on-board diagnostics, brakes/suspension, and major vehicle components. Review topics include preparation for the ASE Medium/Heavy Truck Test T2, Diesel Engines; Test T6, Electrical/Electronic Systems; and Test T8, Preventive Maintenance Inspection. Class meets Tuesday/Thursday and Saturday. (Textbook included)

Total: \$1748 — Senior Total: \$1328 

TRD-313-J	TuTh 6–9pm Sa 9am–4:30pm E. Hazzard	Apr 10–May 29 Apr 12–May 24	BTC 154 BTC 154
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FORKLIFT OPERATOR

★ Forklift Operator and Material Handling

In this course, participants are prepared for employment opportunities in warehouse and distribution facilities with an emphasis on workplace safety and developing proper material handling skills. Participants will perform material handling operations manually and with a variety of standard motorized equipment while practicing workplace safety. Classroom and practical training meet the requirements of OSHA 1910.178(l). (Textbook included)

Total: \$250 — Senior Total: \$135 

TRD-234-M	Sa 9am–4:30pm T. Kroon	Mar 29–Apr 5	BTC 146 BTC 152
TRD-234-L	Sa 9am–4:30pm T. Kroon	Jun 21–28	BTC 146 BTC 152

Advanced Small Engine Repair

For the serious small engine mechanic, this course provides you with advanced instruction on diagnosing, disassembling, and repairing a variety of transmissions and power trains. Hydraulic systems and advanced electrical systems diagnostics will be covered. Upon successful completion of the Advanced Small Engine Repair course, students will be prepared to test for the written section of the National Small Engine Certification program. Prerequisite: successful completion of the Small Engine Repair class. (Textbook required)

Total: \$325 — Senior Total: \$255

TRD-021-M	MW 6–9pm T. Kroon	Mar 31–Apr 30	CPB 230 GARAGE
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WELDING

★ Intro to Welding

Develop your entry-level welding skills in this class that covers knowledge, safety, and practical application of welding technologies. Welding processes included in the class are Oxy-Fuel, Gas Tungsten Arc (TIG), Gas Metal Arc (MIG), and Shielded Metal Arc (SMAW). Students must wear appropriate safety clothing. (Textbook optional)

Total: \$550 — Senior Total: \$326

CNT-106-K	Th 5:30–9:30pm H. Wedlock	May 1–Jul 17	CPB 142
CNT-106-N	Tu 5:30–9:30pm Staff Instructor	May 6–Jul 15	CPB 142

★ Intermediate Shielded Metal Arc Welding - Stick

Advance your skills in Shielded Metal Arc Welding (SMAW) with a focus on fillet and groove welds required for Structural Weld Code tests. Participants learn how to adjust machines, prepare materials, and apply stick welds on carbon steel in various positions (horizontal and vertical). Prerequisite: Intro to Welding

Total: \$550 — Senior Total: \$430

CNT-306-M	MW 5:30–9:30pm S. Staley	Mar 17–Apr 21	CPB 142
CNT-306-K	MW 5:30–9:30pm S. Staley	May 5–Jun 18	CPB 142



WELDING

CERTIFICATION SERIES

Build the knowledge and hands-on expertise needed for a career in commercial welding. Learn industry skills and safety practices from experienced instructors using state-of-the-art welding technologies in a professionally equipped lab.

COURSE LIST

- Introduction to Welding
- Intermediate Welding (Stick, MIG, or TIG)
- Welding Fabrication
- AWS Certification Prep

See individual class descriptions for details.

www.hagerstowncc.edu/welding

Intermediate Gas Metal Arc Welding - MIG

Focus on expanding your knowledge and skills using MIG equipment to create a variety of welds required for Structural Weld Code tests. Participants will work on fillet and groove welds in various positions and work with vertical sheet metal welds. Prerequisite: Intro to Welding

Total: \$550 — Senior Total: \$430

CNT-307-M	MW 5:30–9:30pm <i>S. Staley</i>	Mar 17–Apr 21	CPB 142
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CNT-307-K	MW 5:30–9:30pm <i>S. Staley</i>	May 5–Jun 18	CPB 142
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Intermediate Gas Tungsten Arc Welding - TIG

Work with a variety of materials and improve your ability to burn clean TIG welds. Participants will prepare material and perform welding on flat, horizontal, and vertical welds using carbon steel, stainless steel, and aluminum. Prerequisite: Intro to Welding

Total: \$550 — Senior Total: \$430

CNT-308-M	MW 5:30–9:30pm <i>S. Staley</i>	Mar 17–Apr 21	CPB 142
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CNT-308-K	MW 5:30–9:30pm <i>S. Staley</i>	May 5–Jun 18	CPB 142
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Welding Layout and Fabrication

Building on introductory welding knowledge, this course is designed to introduce the material science of metals within fabrications, welding print reading along with welding procedures (WPS/PQR), basic fabrication tools and equipment, along with materials used in the layout and fabrication of a welding project with emphasis on designing a print based project that includes proposed cost estimation and projected time for assembly. Prerequisite: CNT-106, Intro to Welding. (Textbook Required)

Total: \$530 — Senior Total: \$368

CNT-116-L	MW 5:30–9:30pm <i>S. Staley</i>	Jun 30–Aug 13	CPB 142
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TRANSPORTATION

CDL - COMMERCIAL DRIVER

CDL Learner's Permit Prep

Take the guesswork out of sitting for your CDL A or B Learner's Permit and let our professional truck driving instructors guide you through the testing process. This short course will cover the topics you need to pass your learner's permit including areas of general knowledge, air brakes, combination vehicles, passengers, and study tips. Please bring your state of residency CDL manual to the class.

Total: \$28

TDV-044-J	WTh 6–9pm <i>B. Neiman</i>	Apr 2–3 <i>BTC 146A</i>
TDV-044-L	WTh 6–9pm <i>B. Neiman</i>	Jun 11–12 <i>BTC 146A</i>
TDV-044-B	WTh 6–9pm <i>B. Neiman</i>	Aug 6–7 <i>BTC 146A</i>

★ CDL B Operator Introduction

Prepare for your Class B CDL license and develop the skills to drive a dump truck, commercial delivery truck, passenger bus, or other vehicle weighing over 26,000 pounds. Introduction to CDL operations includes vehicle safety, defensive driving techniques, and pre/post-trip inspections. Applicants must complete a screening process and have a current DOT physical and a Class B Learner's Permit with Air Brake. Meets the theory portion of the Entry Level Driver Training requirement. (Textbook provided)

Total: \$258 — Senior Total: \$138 **S**

TDV-053-J	Sa 8am–4:30pm <i>D. Mitchell</i>	Apr 5–12 <i>BTC 149</i>
TDV-053-EL	Sa 8am–4:30pm <i>V. Shafer</i>	May 17–24 <i>BTC 149</i>
TDV-053-A	Sa 8am–4:30pm <i>D. Mitchell</i>	Jul 12–19 <i>BTC 149</i>

★ CDL B Operator Skills

Practice operation of a Class B CDL vehicle and prepare for your commercial driver test. Class activities include pre-trip review, vehicle control and maneuvering, successful completion of range exercises, and proper road operation. Class hours include CDL skills/road test in your state of licensing (MD, PA, or WV). Meets the range/road portion of the Entry Level Driver Training requirement. Prerequisite: CDL B Operator Introduction.

Total: \$1500 — Senior Total: \$840 **S**

TDV-054-J	Sa 8am–4:30pm <i>D. Mitchell</i>	Apr 26–May 24 <i>BTC RANGE</i>
TDV-054-EL	Sa 8am–4:30pm <i>V. Shafer</i>	May 31–Jun 28 <i>BTC RANGE</i>
TDV-054-A	Sa 8am–4:30pm <i>D. Mitchell</i>	Jul 26–Aug 23 <i>BTC RANGE</i>

CDL Passenger Endorsement Upgrade

For current CDL holders, this course will cover the theory and skills content needed to obtain a passenger or "P" endorsement on your CDL A or B license. The course meets the federal Entry Level Driver Training requirements and includes testing in your state of residency (MD, PA, or WV). Content includes vehicle inspections on passenger buses, operating a vehicle with passengers, refreshing skills in backing, off-set alley, parallel parking and vehicle inspections for passenger buses. On road driver training consists of city, rural and multi-lane driving.

Total: \$1108 — Senior Total: \$808

TDV-117-J	Sa 8am–12pm <i>Staff Instructor</i>	Apr 12–May 10 <i>BTC RANGE</i>
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HAZARDOUS MATERIALS

★ Hazardous Materials Endorsement Training

The HAZMAT endorsement course will help you satisfy the FMCSA requirements for Entry-Level Driver Training (ELDT) under 49 CFR. Our online HAZMAT endorsement training is listed under the FMCSA Training Provider Registry and meets the knowledge requirements to test for your endorsement at your state's licensing agency. The online option provides you with a flexible path to adding the endorsement to your current CDL Class A or B license. A Windows or Mac web browser is needed to view the course information.

Total: \$58

TDV-118-J	ONLINE: <i>At your own pace</i>	Apr 1–Jun 30
TDV-118-A	ONLINE: <i>At your own pace</i>	Jul 1–Aug 15



COMMERCIAL DRIVER

CERTIFICATION SERIES

Commercial truck drivers are in demand more than ever, and you can earn your CDL in as few as seven weeks. CDL A licensing prepares you to work as a tractor-trailer operator, and CDL B licensing allows you to become a box truck, dump truck, or other heavy truck driver. Create more opportunities by adding endorsements such as Passenger or Hazmat.

COURSE LIST

- **CDL B Operator Introduction**
- **CDL B Operator Skills**
- **Hazardous Materials Endorsement Training**
- **Passenger Bus Endorsement Training**

See individual class descriptions for details.

SCHOLARSHIPS AVAILABLE!

APPLY TODAY. 

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**Scholarships may cover all or part of program cost.*

DRIVER EDUCATION

DRIVER EDUCATION

Driver Education

For adults or teens, prepare for your Maryland Driver’s License in this Motor Vehicle Administration (MVA) approved course. The course includes 30 hours of classroom and six hours of behind-the-wheel instruction. The first session is an orientation for student/parent/mentor that acquaints you with the requirements of the HCC driving school and the components of Maryland’s graduated driver licensing laws. You MUST have your learner’s permit to schedule behind-the-wheel driving sessions.

Total: \$350

DRV-001-M	MW 6–9:15pm <i>E. Ferris</i>	Mar 17–Apr 16 <i>CPB 210</i>
DRV-001-K	MW 6–9:15pm <i>E. Ferris</i>	May 5–Jun 9 <i>CPB 210</i>
DRV-001-L	M–F 9am–12:15pm <i>Staff Instructor</i>	Jun 16–30 <i>BTC 104</i>
DRV-001-A	M–F 9am–12:15pm <i>Staff Instructor</i>	Jul 7–18 <i>BTC 104</i>
DRV-001-B	M–F 9am–12:15pm <i>Staff Instructor</i>	Jul 28–Aug 8 <i>BTC 104</i>

Driver Education - Spanish

Prepare for your Maryland Driver’s License in this Motor Vehicle Administration (MVA) course approved for delivery in Spanish. The course includes 30 hours of classroom and six hours of behind-the-wheel instruction. The first session is an orientation for student/parent/mentor that acquaints you with the requirements of the HCC driving school and the components of Maryland’s graduated driver licensing laws. You MUST bring your learner’s permit to the orientation.

Total: \$350 — Senior Total: \$214

DRV-010-K	TuTh 5:30–8:45pm <i>J. Lemus</i>	May 13–Jun 12 <i>BTC 104</i>
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MOTORCYCLE SAFETY AND LICENSING

Basic Rider—MST 201

\$325

If you have limited or no motorcycle riding experience, our rider coaches will help you develop the skills to operate a motorcycle safely with three hours of informative classroom and eleven hours of hands-on motorcycle instruction. Motorcycles are provided for training on a closed range. Maryland residents who successfully complete MVA authorized written and skills tests qualify for the Maryland Class M license. Online Motorcycle Safety Foundation course completion also required prior to range (online code will be emailed one week before class).

Section Name	Start Date	End Date	Classroom	Range	
MST-201-J	4/12/2025	4/13/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-N	4/26/2025	4/27/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-K	5/10/2025	5/11/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-P	5/17/2025	5/18/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-R	5/31/2025	6/1/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-L	6/14/2025	6/15/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-S	6/28/2025	6/29/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-A	7/12/2025	7/13/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-T	7/26/2025	7/27/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-B	8/9/2025	8/10/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-U	8/23/2025	8/24/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-C	9/6/2025	9/7/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-V	9/13/2025	9/14/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-X	9/27/2025	9/28/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p
MST-201-Y	10/11/2025	10/12/2025	Online eCourse	Sat/Sun AM	7:30a-1:30p

Basic Rider 2-LW—MST 102

\$325

Designed for individuals who have current riding experience but no motorcycle license, the Basic Rider 2 course meets the requirements to obtain a Maryland Class M license, but in half the class time of the Basic Rider. The course includes a combination of instruction online, in the classroom, and on a Motorcycle Safety Foundation recognized range, including MVA approved written and riding tests. Online eCourse completion required before range session (online code will be emailed one week prior to class).

Section Name	Start Date	End Date	Classroom	Range	
MST-102-J	4/6/2025	4/6/2025	Online eCourse	Sat	7:30a-4:30p

PERSONAL ENRICHMENT

ART, MUSIC & PHOTOGRAPHY

Nature and Wildlife Photography **LLI**

Are you interested in capturing the moment of a beautiful sunset, delicate flower, or wildlife in their natural habitat? This course will focus on nature and wildlife photography. Class sessions will cover bird, macro, and outdoor photography as well as equipment, including the use of lenses, tripods, feeders, and bait to set up those great wildlife shots. Equipment necessary for class: single-lens reflex (SLR camera).

Total: \$79 — Senior Total: \$49

ANE-090-J W 6:30–8:30pm Apr 2–23
S. Schaefer *KEP 209*

Basic Photography **LLI**

Learn the basics to improve your photography. Discuss the importance of the shutter, aperture, lenses, film, filters, flash, macro (close-up) techniques, and composition. Photographs will be projected at each session to explain the specific topic. Equipment necessary for class: digital camera (single-lens reflex is helpful, but not necessary).

Total: \$89 — Senior Total: \$59

ANE-103-J M 6:30–8:30pm Apr 14–May 12
S. Schaefer *KEP 210*

Beginning Bluegrass Banjo

Do you enjoy the traditional bluegrass tunes of Earl Scruggs and the Stanley Brothers, folk-rock artists like BÉla Fleck and Mumford & Sons, or the 'newgrass' sounds of Nickel Creek, Punch Brothers, and Yonder Mountain String Band? They all had to start with the basics - and so can you. Learn to pick and strum traditional bluegrass tunes in this class for beginning banjo players with little or no prior experience. You will learn to play by ear, without music, or tablatures.

Total: \$89

BLU-013-J M 5:45–6:45pm Apr 7–Jun 2
F. Maietta *KEP 209*

Bluegrass Jamming

Can you strum a song using G, C, F, D, A, and E chords? Do you envy those people that can jump into any jam session? Join us Monday evenings for these beginner to advanced beginner jam sessions. Three levels of participation available: learning to hear and play chord changes - beginning; learning to sing and play - beginning; learning to play, sing, and take simple solo breaks - advanced beginner to intermediate. All levels of participation are welcome. Acoustic guitars, banjos, mandolins, bass, resonator guitars, dulcimers and fiddles, and other instruments by permission. If you have always wanted to try joining a jam session, then now is your chance.

Total: \$99

BLU-018-J M 7–9pm Apr 7–Jun 2
F. Maietta *KEP 209*

Learn the Heritage Craft of Chair Caning **LLI**

Restore and repair your rocking chairs, footstools, and dining room chairs to their original splendor. Create your woven seat on a small stool or work on an existing project to learn the chair caning techniques. Reward your children and grandchildren with a hand-woven gift that will last a lifetime. Bring a bucket, scissors, towel, measuring tape, pencil, one dozen clothes pins, and paper to class. Other materials may be purchased from the instructor. Bring your project to the first class.

Total: \$99 — Senior Total: \$59

SEN-090-M M 9am–1pm Apr 7–May 5
G. Lum *ATC 105*

SEN-090-S Sa 9am–1pm Apr 19–May 17
G. Lum *ATC 105*

CULINARY

NEW! African Cooking - Chef's Choice Vegan Dishes **LLI**

In the 1950s, many Africans were vegan due to the high cost of meat. Women made meals so tasty that meat wasn't missed. Today, veganism is a growing lifestyle in Africa. French-speaking regions blend 'herbes de Provence' with local spices, creating unique flavors. Social media has made African vegan dishes a culinary trend. This course will show you how to make these dishes, with options to add meat, fish, chicken, or wild game. This is a demonstration course with a little interactive cooking, too.

Total: \$199 — Senior Total: \$120

CLN-113-J Th 9–11am Apr 3–24
S. Jules *CPB VEATERY*



CULINARY COURSES

NEW

Explore new flavors and skills with HCC's culinary courses! Discover the art of crafting cocktails responsibly or dive into the rich flavors of vegan cuisine. These courses are the perfect recipe for learning and fun:

COURSE LIST

- **Mixology: The Legal Responsibilities**
- **African Cooking - Chef's Choice Vegan Dishes**

See individual class descriptions for details.

Mixology: The Legal Responsibilities LLI

This comprehensive course is designed for aspiring bartenders and hospitality professionals who wish to master the art of mixology while understanding the legal responsibilities associated with bartending in Maryland. Students will learn the basics of bar set-up, proper glassware, measuring tools, and recipes for mixed drinks with faux alcohol as well as being prepared to take the TIPS exam. Students must be 18 years of age to enroll and participate in classroom activities.

Total: \$289 — Senior Total: \$159

CLN-112-M	Tu 5:30–8:30pm W. Hall	Mar 18–Apr 22 CPB 214
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DANCE & RECREATION

Ballroom Dance - Swing/Foxtrot LLI

Learn to dance to the greatest music from the roaring 20s all the way through the rock n' roll 50s. We sail smoothly through the foxtrot and twirling our way through the swing. Wear comfortable shoes (no flip flops or sharp/pointed heels) and we'll be dancing in no time.

Total: \$111 — Senior Total: \$55

FIT-014-J	M 5:45–6:45pm J. Schein	Apr 7–May 5 KEP 101
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Intermediate Ballroom Dance: Swing and Foxtrot LLI

Professionally certified dance instructor Jody Schein will help students build on their previous Ballroom Swing and Foxtrot dance experience in this intermediate class. Students can expect to improve musicality, lead and follow, and technique using a variety of dance styles. This class is suitable for anyone who has taken Jody's beginner classes at HCC or has previous experience with social/ballroom dancing. No partner is necessary as there will be ample opportunities to rotate partners during class.

Total: \$111 — Senior Total: \$49

DRC-016-J	M 7–8pm J. Schein	Apr 7–May 5 KEP 101
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Solo Ballroom Dance LLI

The popularity of Solo Ballroom and Latin dance (Cha-Cha and Samba) classes is growing, and it is here on campus. No partner? No problem! Designed for any age group, students will discover ways to move their bodies rhythmically and sensually. Learn basic steps and routines to help you become more confident on the dance floor and enjoy dancing! Bring comfortable shoes (no flip-flops or pointed heels), water, and a towel.

Total: \$89 — Senior Total: \$35

DRC-014-J	W 6–7pm O. Gracheva	Apr 9–May 14 KEP 101
DRC-014-L	W 6–7pm O. Gracheva	Jun 4–Jul 9 KEP 101

International Waltz and Rumba LLI

Get your hips and heels moving while starting your Waltz and Rumba dance journey. Learn the history and understand the movements behind the Waltz and Rumba ballroom dances to move gracefully around the dance floor.

Total: \$89 — Senior Total: \$35

DRC-012-J	W 7–8pm O. Gracheva	Apr 9–May 14 KEP 101
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Ballroom Dance - Salsa/Cha-Cha LLI

Back by popular demand! Join professionally certified Dance Vision International Dance Association (DVIDA) instructor, Jody Schein, for Ballroom Dance Instruction. Get those hips moving with two of the most popular Latin dances! The Cha-Cha is a great ballroom dance and the salsa is a spicy club dance. Bring comfortable shoes (no flip flops or sharp/pointed heels) and learn more about how these two great dances are related.

Total: \$139 — Senior Total: \$60

FIT-018-L	M 5:45–6:45pm	Jun 9–Jul 7
	<i>J. Schein</i>	<i>KEP 101</i>

Fly Fishing

This course is designed to introduce lifetime fitness and an activity that the participant should be able to enjoy for the rest of their lives. Fishing fundamentals, skills, rules, strategies, safety, sportsmanship, and etiquette will be emphasized. No prior experience or equipment is needed before the first class.

Total: \$97

DRC-013-M	Sa 9am–12pm	Mar 22–29
	<i>W. Ruland</i>	<i>CPB 211</i>

GENEALOGY, FAMILY CARE & YOUTH

Tracing Your Family Roots - Introduction To Genealogy LLI

Making a personal connection with history and discovering relatives are just two of the many rewards available from researching your family tree. Discover the fundamental building blocks of genealogy research, learn where to find source documents, and the best strategies to enhance your exploration. This introductory course will teach current genealogy tools, such as software programs, DNA for genealogical purposes, and traditional research. In addition, you will become familiar with online resources such as Ancestry.com, Family Search, Fold3, Find A Grave, and US Genweb. You can join this hands-on class in a computer lab on the HCC Campus or virtually via Zoom.

Total: \$79 — Senior Total: \$55

SEN-377-J	F 9:30am–12pm	Apr 11–May 2
		<i>CPB 171</i>

C. Miller-Schultz

SEN-377-N	M 6–8:30pm	Apr 14–May 5
		<i>CPB 171</i>

C. Miller-Schultz



DANCE CLASSES AT HCC

Put on your comfy shoes and get moving by learning how to dance to several styles of music. With classes featuring both solo and partnered ballroom dance, HCC offers a variety of dance courses suited for all tastes.

COURSE LIST

- Ballroom Dance - Swing/Foxtrot
- Intermediate Ballroom Dance: Swing and Foxtrot
- Solo Ballroom Dance
- International Waltz and Rumba
- Ballroom Dance - Salsa/Cha-Cha

See individual class descriptions for details.

Genealogy Plus LLI

Are you a genealogy enthusiast researching your family history and would like to investigate additional resources? In this hands-on class, you will build upon the genealogy research skills and strategies you already have. Learn more about genealogy software programs. Explore all the pros and cons of online trees, paid and free genealogy websites, and how DNA testing can be used to enhance your genealogical research. You'll also learn a variety of methods for organizing your data. You can join this hands-on class in a computer lab on the HCC Campus or virtually via Zoom.

Total: \$79 — Senior Total: \$55

SEN-097-J	F 1:30–4pm	Apr 11–May 2
		<i>BTC 149</i>

C. Miller-Schultz



HISTORY, CULTURE & RELIGION

NEW! HEROES OF WORLD WAR II LI

CLASS SERIES

Join us for an immersive journey into one of the most pivotal periods in modern history. Delve into the extraordinary stories of the heroes who shaped the outcome of World War II and the epic battles that defined the era.

Total: \$159 — Senior Total: \$68

HCR-116-J	Th 10–11:30am <i>B. Amphor</i>	Apr 3–24 <i>CPB 214</i>
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NEW! Unknown World War II Heroes Buried in Arlington National Cemetery

Each headstone at Arlington National Cemetery has a story. Join us as we explore the tales of heroism, dedication, creativity, and bravery behind them. Unknown personalities to most people, this presentation will tell the amazing stories, often pivotal to key events of World War II, of just a few of them.

Total: \$35

HCR-117-J	Th 10–11:30am <i>B. Amphor</i>	Apr 3 <i>CPB 214</i>
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HEROES OF WORLD WAR II – SERIES

NEW

Embark on an immersive journey through one of the most pivotal periods in modern history. Explore the extraordinary stories of the heroes who shaped the outcome of World War II and the epic battles that defined the era.

COURSE LIST

- **Unknown World War II Heroes Buried in Arlington National Cemetery**
- **Guadalcanal**
- **Between Pearl Harbor & Midway**
- **WWII USS Enterprise: America’s Most Decorated Warship**

See individual class descriptions for details.

NEW! Guadalcanal

Though perhaps not as well-known as other battles such as Midway and Iwo Jima, Guadalcanal was a grueling six-month campaign between America and Japan that was the strategic turning point of the war in the Pacific Theater. Join us as we discuss the first combined air-sea-land campaign of the war, the several epic battles that became legendary for the US Marine Corps and the US Navy, incredible suffering on both sides, seven major sea battles, and the awarding of 20 Medals of Honor.

Total: \$35

HCR-118-J	Th 10–11:30am <i>B. Amphor</i>	Apr 10 <i>CPB 214</i>
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NEW! Between Pearl Harbor and Midway

The six months between the Japanese attacks on Pearl Harbor and Midway were a series of disasters for the Allied nations in the Pacific Theater. However, there were a few successes, and the lessons learned during this period laid the foundation for later victory. This presentation will examine some of the key events and the personalities involved with them.

Total: \$35

HCR-119-J	Th 10–11:30am <i>B. Ampthor</i>	Apr 17 <i>CPB 214</i>
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NEW! WWII USS Enterprise: America’s Most Decorated Warship

Join us as we discuss the outstanding service of America’s USS Enterprise, the most decorated warship in the Pacific Theater during World War II. The performance of her crew enabled the United States and her allies to hold the line against Japan during the critical first year of fighting in that theater.

Total: \$35

HCR-120-J	Th 10–11:30am <i>B. Ampthor</i>	Apr 24 <i>CPB 214</i>
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NEW! WWII George Patton: The Man and the Movie

General George S. Patton Jr. is one of the most famous American generals. While he was well known in the early 20th Century and during World War II, the 1970 film Patton made him a cultural icon. The outstanding title performance by actor George C. Scott blurred the line between cinema and reality. Learn about what is considered one of the best war films ever made and the real person behind the main character.

Total: \$49

HCR-123-K	Th 10–11:30am <i>B. Ampthor</i>	May 1 <i>CPB 214</i>
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NEW! Jamestowne History: The Colony that Almost Wasn’t LLI

This course tells the story of Great Britain’s first permanent colony in North America from its inception in 1607 until the first meeting of the General Assembly in 1619. It relates the trials of the first settlers and the fateful shipwreck that would save the colony through the eyes of a cast of characters, including Captain John Smith. The course concludes with a discussion about the current research efforts at the James Fort site by Jamestown Rediscovery archeologists to reclaim the colony’s past.

Total: \$69 — Senior Total: \$32

HCR-114-K	Th 10–11:30am <i>T. Lewis</i>	May 1–15 <i>CPB 212</i>
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NEW! Jamestowne - the Sequel, 1624-1699 LLI

Explore the dynamic and often turbulent history of Jamestowne from 1624 to 1699, a period marked by significant political, social, and economic changes. This course delves into how the shifting political landscape in England influenced the lives of the colonists, the dramatic events of Bacon’s Rebellion, and the experiences of enslaved Africans and Indigenous peoples.

Total: \$69 — Senior Total: \$32

HCR-115-K	Th 10–11:30am <i>T. Lewis</i>	May 29–Jun 12 <i>CPB 212</i>
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NEW! Radicalization of the American Revolution LLI


Go beyond independence and explore how the American Revolution changed the United States. Join us as we discuss the Democratic forces that were unleashed and are with us today

Total: \$97 — Senior Total: \$44

HCR-122-K	Tu 9am–12pm <i>R. Swartz</i>	May 6–13 <i>BTC 149</i>
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INSTANT ENROLLMENT

This new online registration system makes registering easy. With user-friendly navigation for mobile platforms, WSCE registration is at your fingertips!



SCAN THIS QR CODE
OR VISIT THE WEBSITE

hagerstowncc.edu/WSCEregistration

NEW! Broken Promises and Compromises: The Creation of the US Constitution LLI

Join us as we examine the purpose of the 1787 Constitutional Convention, the strengths and weaknesses of the Articles of Confederation as seen by our founders, and the major compromises that led to the 13 states ratifying the U.S. Constitution.

Total: \$127 — Senior Total: \$56

HCR-121-L	Tu 9am–12pm <i>R. Swartz</i>	Jun 3–24 <i>BTC 149</i>
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Leadership/No Blame Problem Solving LLI



Are you frustrated with government? Are you worried about the political blame game and the inability of leaders to keep pace with pressing problems? This course will teach you the ten steps of No-Blame practical problem-solving, proven successful in the venue of local government. This method has been applauded by respected government and business leaders alike for its applicability in all venues. You will also learn how to get in the game of government problem-solving. Learn the rules of the game, the positions you can take, and how to score with proven solutions.

Total: \$0

DIS-638-J	ONLINE: <i>At your own pace</i>	Apr 1–Jun 30
DIS-638-A	ONLINE: <i>At your own pace</i>	Jul 1–Aug 15

HOME & GARDEN

Advanced Beekeeping LLI

Are you ready to learn more about beekeeping? Or are you looking to turn your hobby into a part-time or full-time business? Learn what it takes to keep your bees happy and producing while you develop the business basics to convert your hobby into a potential revenue-generating side hustle.

Total: \$189 — Senior Total: \$98

DIS-798-M	Tu 6–8pm <i>J. Klapac</i>	Mar 18–Apr 22 <i>CPB 211</i>
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Beginning Birding LLI

Have you been wanting to join the birding craze but don't know how or where to start? This class will equip you with the knowledge and resources to embark on this wonderful hobby, all in time for the spring bird migration! You'll be ready to stalk some warblers, enjoy the tapping woodpeckers, and admire our raptors.

Total: \$79 — Senior Total: \$35

HGN-016-J	Tu 10am–12pm <i>K. Barylski</i>	Apr 8–22 <i>CPB 232</i>
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Bird Walk

This bird walk is especially for beginners and those who have recently taken a class. Listen and look for birds along the C&O Canal on a casual walk. We'll also try various apps to help us identify birds and enrich our knowledge. Bring your smartphone and binoculars, if you have them! Class meets at Potomac Park, also known as Riverbottom Park, at the end of West Salisbury St., Williamsport.

Total: \$29

HGN-018-K	Tu 10am–12pm <i>K. Barylski</i>	May 6
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LANGUAGE & WRITING

Intro to American Sign Language LLI

Learn the skills and knowledge needed to communicate in American Sign Language (ASL). This introductory class will emphasize the basics of person-to-person conversational signing skills and allow you to develop an ASL vocabulary and fingerspelling. Expand your knowledge and language skills with American Sign Language.

Total: \$244 — Senior Total: \$114

LAN-265-J	MW 6–8pm <i>M. Lado</i>	Apr 7–May 14 <i>CPB 131</i>
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Find Your Audience: How to Market and Sell Your Book LLI

Marketing your book doesn't have to break the bank! Discover practical, cost-effective strategies to find your ideal readers and build a loyal audience. Whether you're just starting out or have a few books under your belt, this hands-on course will guide you through the essential steps to market your book using free tools and resources. Say goodbye to high-priced marketing gimmicks and learn how to promote your book with authenticity, creativity, and confidence.

Total: \$89 — Senior Total: \$40

ANE-577-M	Th 5:30–7:30pm <i>L. Proulx</i>	Mar 20–Apr 3 <i>CPB 214</i>
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Unknown to Bestseller



The “Unknown to Bestseller” course, taught by Lisa Proulx, an international and award-winning author, is designed to equip aspiring authors with the knowledge and skills needed to navigate the challenging journey from being an unknown writer to becoming a bestselling author. Through a series of practical lessons and discussions, students will learn the critical steps involved in publishing, marketing, and promoting their books. This course will cover topics such as pre-publishing preparations, social media marketing, writer’s conferences, handling negative reviews, book signings, supporting fellow authors, and entering book award contests.

Total: \$139 — Senior Total: \$60

ANE-558-J	Th 6–8pm <i>L. Proulx</i>	Apr 10–May 15 <i>CPB 212</i>
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How to Publish Your Book



Everything you need to know to go from great manuscript to published work! Discover how to position your book in the marketplace. Learn about different types and sizes of publishers and which one is right for your book. Discover how to find and vet publishers, write a query letter, send a submission package, and navigate the process from the initial “comfort conversation,” to signed contract, draft delivery, the long conga-line of editorial revisions, proofs, ARCs, and at last, your release date!

Total: \$79 — Senior Total: \$36

ANE-565-K	Sa 9–11am <i>J. Castillo</i>	May 17–Jun 7 <i>ONLINE</i>
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PERSONAL FINANCE

Investment Strategies Through Options



Options are a little-known method of stock market investment. Find out what options are and how they work during ever-changing market conditions. This class will point out the differences between stock purchase and the powerful reasons to consider options trading. We’ll demonstrate the method of building a continuous stream of weekly income through options by paper trading (mock trading) the concepts that are discussed. This interactive class will increase your awareness of stock market opportunities that you may have been missing.

Total: \$125 — Senior Total: \$75

MON-034-M	MW 1:30–3:30pm <i>R. Bender</i>	Mar 31–Apr 9 <i>CPB 211</i>
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UNKNOWN TO BESTSELLER WITH LISA PROULX

Discover the path from aspiring writer to bestselling author in the “Unknown to Bestseller” course, led by award-winning international author Lisa Proulx. Gain essential knowledge to confidently navigate publishing, marketing, and promoting your book.

COURSE LIST

- Leveraging social media marketing
- Attending writer’s conferences
- Planning impactful book signings
- Entering book award contests

Stay tuned for more classes with Lisa in the fall 2025 term!

www.hagerstowncc.edu/art-music-language-courses

★ = Workforce Training Program

💰 = Scholarship Available

💻 = Online / Hybrid / Remote

For more information, see page 70

TRAVEL

Washington, D.C., Genealogy Research Trip

Spend a full day researching your ancestry at either the Daughters of the American Revolution Library or the National Archives in Washington, D.C. Before the trip, you will have an opportunity to discuss your research goals with the instructor, who will make a recommendation as to which resource would be best for you to visit for the day. Lunch is on your own, but can be purchased within walking distance of all facilities. Registration includes transportation to and from D.C. Departure is from the Valley Mall Center.

Total: \$99

SEN-144-M Tu 7am–5:30pm Mar 25
C. Miller-Schultz

May Day in Annapolis

Welcome spring at the 69th Annual May Day celebration in Annapolis' Downtown Historic District! Residents and shopkeepers decorate doors, windows, and stoops with beautiful baskets of fresh flowers for the day. Take in the vibrant, fragrant blooms as you stroll through the shops on Main Street, meander the many museums and historic sites, savor the seafood at award-winning restaurants, or admire the art galleries and studios. Consistently ranked one of the nation's most walkable towns, you can enjoy the historic charm and maritime attractions of Maryland's capital on foot or hop on and off the Circulator, Annapolis' free trolley. Registration includes motor coach transportation and gratuities. Departure is from Valley Mall Center.

Total: \$99

TRP-023-K Th 7:45am–5pm May 1
Staff Instructor

Washington, D.C., Escape

Join your friends as you travel to Washington, D.C., for a day to relax and explore all your favorite museums on the Mall in complete leisure. The motorcoach will drop you off and pick you up at the Smithsonian Castle, allowing for plenty of exploration time in one or more of the historical museums on the Mall or shopping. Departure is from the Valley Mall Center.

Total: \$99

SEN-196-M Tu 7am–5:30pm Mar 25
Staff Instructor





NEW!



English Language Learner **CDL B Heavy Truck Driver & Forklift Operator Training**

In this five-month program:

- Study to take the CDL B driving test
- Learn defensive driving techniques, road safety, pre-trip inspections and the ability to control and maneuver vehicles
- Receive guidance with job placement and support

Program requirements:

- Must be 18+ years of age
- Must be eligible to work in the US
- Must speak English at an intermediate-to-advanced level

**Scholarships
Available!**

Learn More



**Contact Lidia De La O for more information:
240-500-2487 or ldelao@hagerstowncc.edu**



SCHOLARSHIPS AVAILABLE!

Are you considering an HCC workforce development program, but could use funding support before committing? The HCC Foundation has scholarships available for you!

Scholarship dollars are available for a variety of workforce development programs on a first come, first serve basis throughout the spring and summer terms. Applications are accepted on a rolling basis.



APPLY TODAY!

Contact the HCC College Advancement office at 240-500-2348 or collegeadvancement@hagerstowncc.edu for more information.



Credit Career Programs

In addition to the Workforce Solutions and Continuing Education courses shown in this booklet, HCC also offers credit programs and courses that are applied toward an associate degree or certificate. Listed below are the credit career programs. Those listed on the next page are specifically designed for transfer to a four-year university.

Accounting and Business
Administration of Justice
Advanced Manufacturing (ADM)
ADM: Electronics Technician
ADM: Industrial Technology
Alternative Energy Technology (AET)
AET: Solar Energy Installation and Service
Child Care Professional
Commercial Vehicle Transportation
Specialist (CVT) (Class A)
CVT: Transportation Administration
CVT: Transportation Management
Computer Tomography Imaging
Cybersecurity (CYB)
CYB: Cyber and Network Security
Dental Assisting
Dental Hygiene
Digital Instrumentation and
Process Control
Early Childhood and Primary Grades
Education
Electrical Engineering Technology
Fitness Training
Graphic Design Technology (GDT)
GDT: Computer Graphic Artist
GDT: Graphic Production Specialist
Health Information Management (HIM)
HIM: Electronic Health Records

Human Services
Human Services Technician
Industrial Technology (INT)
INT: Welding and Fabrication
Information Systems Technology (IST)
IST: Computer Support Specialist
IST: Digital Forensics
IST: Interactive Design and
Game Development
IST: Network Administration
Magnetic Resonance Imaging
Mammography
Management
Management: Marketing
Mechanical Engineering Technology (MET)
MET: Computer-Aided Design
Nursing
Paralegal Studies
Practical Nursing
Radiography
Substance Abuse Counseling
Technical Studies
Unmanned Aerial Systems
(drone technology)
Web and Multimedia Technology (WEB)
WEB: Web Site Development
WEB: Web/Multimedia Development



Credit Transfer Programs

Administration of Justice

Arts and Sciences

Biology

Business Administration

Chemistry

Community Health

Computer Science

Cybersecurity

Dance

Early Childhood Education/

Early Childhood Special Education

Education

Elementary/Special Education

Engineering Science

English

Environmental Studies

Exercise Science and Health

Foreign Language

General Studies

Graphic Design

History

Human Services

Mathematics

Music

Paralegal Studies

Physics

Political Science

Pre-Pharmacy

Psychology

Secondary Education, English

Sociology

Theater

Visual Arts

For more information,
visit www.hagerstowncc.edu/bestfuture



FOR ENTREPRENEURS AND SMALL
BUSINESSES

- + TRAINING & WORKSHOPS
- + MENTORSHIP & COACHING
- + BUSINESS DEVELOPMENT SUPPORT
- + RESEARCH FACILITIES
- + OFFICE SPACE
- + COMMERCIAL KITCHEN SPACE

Why Become a Member?

At the Culinary Incubator at Hagerstown Community College, we are dedicated to fostering culinary innovation and entrepreneurship in our community. Our mission is to provide exceptional support, resources, and services to help your culinary dreams flourish. Here's why you should join us:



Collaborative Workspace

Work alongside like-minded professionals in a dynamic environment designed to spark creativity and foster collaboration.



Access to Resources

Access to Resources: Utilize cutting-edge technology, tools, and resources that can give your business the competitive edge it needs.



Expert Mentorship

Gain insights from experienced mentors who can guide you through the challenges of starting and growing your business.



Growth Opportunities

Whether you're refining your business model or scaling your operations, our incubator offers the support and resources to help you achieve your goals.



Exclusive Events

Attend workshops, seminars, and networking events that provide you with the knowledge and connections needed to succeed.



Community Support

Be part of a supportive community that's dedicated to your success. Share experiences, collaborate on projects, and build lasting relationships with other entrepreneurs.



DAVID W. FLETCHER
INCUBATOR + LABS

@ HAGERSTOWN COMMUNITY COLLEGE

Monthly Membership Starting at \$285

Membership includes:

- Collaborative workspace
- Expert mentorship
- Exclusive events
- Access to resources
- Community support
- Educational opportunities
- Personalized business coaching
- Washington County Chamber of Commerce membership
- Furnished office space
- Conference rooms, common areas, and kitchenette
- Professional mailbox
- Access to HCC gym
- Internet and utilities
- Free parking

Contact Us

240-267-2728

incubator@hagerstowncc.edu

www.incubatorhcc.com

HAGERSTOWN COMMUNITY COLLEGE

INCUBATORS + LABS

HOW TO USE INSTANT ENROLLMENT

1

Scan this QR code to get started.



2

Search for your course(s) by entering the course number, keywords, or other criteria.



3

Click "Select" on your desired course, and then click "Add Section". Repeat this step until you have added all of your courses.



4

Click "next" in the top right corner, enter your information, and click "Submit".



5

Enter your payment information and click "Pay Now".



6

You will receive an email confirming your registration and payment. See you in class!





HCC Workforce Solutions & Continuing Education

Scholarships may cover 100% of the cost of these programs:

- Adobe Creative Cloud
- Breaking Barriers, Leading Boldly*
- Cannabis Technician*
- Career Readiness
- CDL B
- Certified Medical Assistant
- Certified Nursing Assistant
- Child Care*
- Construction Equipment Operator
- Diesel Technician
- Forklift Operator
- Individual Tax Preparer*
- Management Bootcamp*
- Non-profit Management*
- Nurse Refresher*
- Office Associate*
- Personal Trainer*
- Pet Grooming*
- Phlebotomy
- Principles of Entrepreneurship*
- Project Management*
- Real Estate*
- Veterinary Assistant*
- Welding
- Women at the Forefront*

*Subject to Maryland residency or completion of Maryland graduation requirements (MHEC funded)



Contact us for additional information:
Call 240-500-2236 or visit hagerstowncc.edu/funding.



ADULT EDUCATION



Scan code for



MORE INFO

AIM FOR SUCCESS

**IMPROVE
ENGLISH
ABILITY**

**ENHANCE
MATH, WRITING,
and READING
SKILLS**

**ACQUIRE
HIGH SCHOOL
DIPLOMA**

HCC will partner with you to make it happen.

HCC Adult Education offers FREE assessment, advising, classes, tutoring support, and a professionally-staffed computer lab — for those wanting to acquire their high school diploma or improve their educational skills.

When you meet the required placement scores, you can enroll in the National External Diploma Program (NEDP). The NEDP classes are offered both day and evening at a variety of locations in the Hagerstown area.

Make a phone call and get started!

Speak to someone who looks forward to partnering with you.

Call 240-500-2313 — Mon-Fri, 8:30 a.m. – 4:30 p.m.

Or visit hagerstowncc.edu/adulteducation.

HCC Main Campus

11400 Robinwood Drive
Hagerstown, MD 21742

HCC Valley Mall Center

17301 Valley Mall Road
Hagerstown, MD 21740

**D.M. Bowman Family
Workforce Training Center**

562 Northern Avenue
Hagerstown, MD 21740

Start moving towards success today.

**Hagerstown Community College
Alumni Association's**

Twenty-Ninth Annual

Flower & Garden Show

Seminar & Demonstration Schedule

Themed: "Spring is Sweet!"

March 15 & 16, 2025

Saturday, 9:00 a.m.-5:00 p.m. & Sunday, 10:00 a.m.-4:00 p.m.

Athletic, Recreation and Community Center

Admission \$5 for Adults, Children under 12 free

Saturday, March 15, 2025

- 10:30 a.m. "WATERWISE GARDENING: SAVE TIME AND MONEY WITH SMALL TOOLS AND TECHNIQUES," Annette Cormany, Horticulture Educator, UMD Extension – Washington County
- 11:30 a.m. "THE CHESAPEAKE BAY... AND YOUR BACKYARD," Jean Thomas, Washington County Extension Master Gardener
- 12:30 p.m. "LOCAL WILD FLOWERS AND TRAILS TO WALK," Wanda Miller, Potomac Valley Master Naturalist
- 1:30 p.m. "POISONOUS AND EDIBLE MUSHROOMS," Laura Robertson, PhD, Associate Professor, Biology, Shepherd University
- 2:30 p.m. "BLUEBIRD BASIC TRAINING: A GUIDE TO THE EASTERN BLUEBIRD, ITS HABITAT, AND NESTING HABITATS," Kathy Kremnitzer, North American Bluebird Society
- 3:30 p.m. "NATIVE FERNS," Jackie Schwab, Washington County Extension Master Gardener

Sunday, March 16, 2025

- 11:00 a.m. "WATERSHED – STORMWATER MANAGEMENT," Jason Swope, Chesapeake Bay Landscape Professional
- 12:00 p.m. "COTTAGE GARDENS," James Dillion, Owner, Native Havens, LLC & Pennsylvania Certified Horticulturist
- 1:00 p.m. "SMITHSONIAN GARDENS," Christine Abelow, Horticulturist Smithsonian Institution
- 2:00 p.m. "NATIVE BEES: SWEETER THAN HONEY," Becky Schubert, The Native Niche

Directions to The D.M. Bowman Workforce Training Center

The D.M. Bowman Workforce Training Center is located at 562 Northern Avenue, Hagerstown, Maryland. Directions to the center are as follows:

From the North:

Take I-81 South toward Hagerstown and take exit 9 onto Maugans Avenue. In .8 miles, turn right onto Pennsylvania Avenue. In 1 mile, turn left onto Northern Avenue. The center is on the left.

From the South:

Take US-40 toward Hagerstown. Turn right onto Eastern Blvd N. In 3.1 miles, the center is on the left.

From the East:

Take MD 64 and turn right onto Eastern Blvd N. In 2.2 miles, the center is on the left.

From the West:

Take I-81 North toward Hagerstown and take exit 9 onto Maugans Avenue. In .6 miles, turn right onto Pennsylvania Avenue. In 1 mile, turn left onto Northern Avenue. The center is on the left.

CLASS ICONS

Workforce Training Certification (WTC)

These classes are designed to assist students with workforce training. WTC programs can be stand-alone programs or a series of classes.

Scholarship Available

- Funding provided as part of EARN, and Workforce Solutions Training Scholarships.
- Students must apply prior to registering and must meet all specified scholarship details.
- College for Kids (CFK) scholarships offered in partnership with JLG

Online / Hybrid / Remote

- **ONLINE:** At Your Own Pace
Delivered entirely online without specific meeting times. Completed at the student's own pace. Students must meet all deadlines outlined in the class details.
- **REMOTE = Virtual Sessions**
Classes meet online, with specific meeting days and times for real-time virtual sessions.
- **HYBRID = Online & In-Person**
Classes meet both online and in-person. See individual class details for specifics.

Lifelong Learning Institute

HCC is committed to lifelong learning and provides discounts for some classes, to seniors (60+) living in the tri-state area of Maryland, Delaware, and Pennsylvania. Look for the LLI icon!

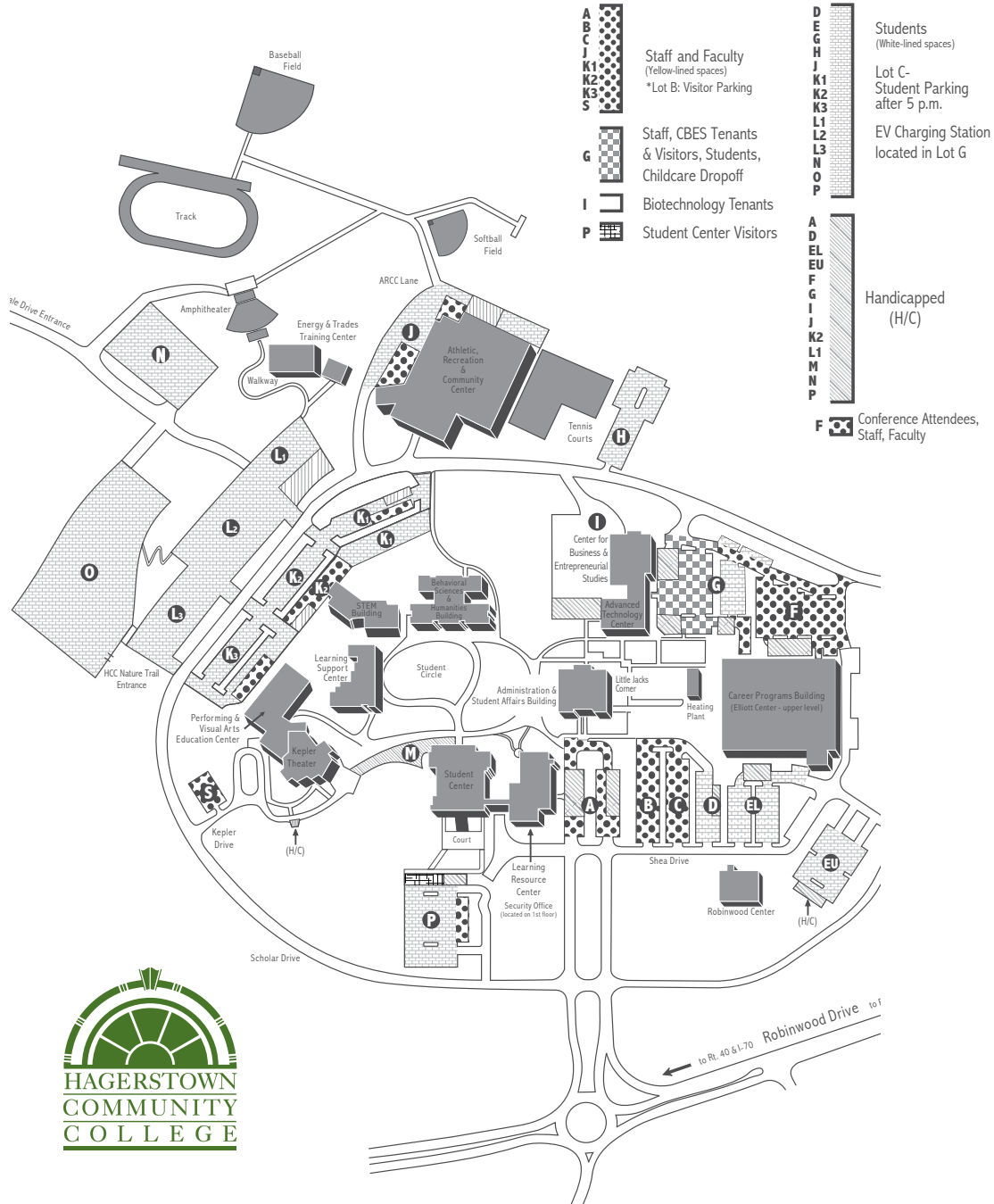
Class Location Codes

ASA	Administration and Student Affairs Building
ATC	Advanced Technology Center
ARCC	Athletic, Recreation and Community Center
BTC	D.M. Bowman Family Workforce Training Center
CPB	Career Programs Building
ETTC	Energy and Trades Training Center
KEP	Kepler Center
LSC	Learning Support Center
STEM	Science, Technology, Engineering, and Math Building
VM	Valley Mall Center
HSA	Hagerstown Seventh-Day Adventist Church Hall

CAMPUS MAP

Parking

Display the confirmation letter on your car's dashboard to serve as your parking permit when attending classes on the HCC campus. Parking for seminars is in Lot F. Parking for other courses is available in the student lots.



Opportunity & Accessibility

The College's Cultural Diversity Plan defines diversity as the recognition, appreciation and understanding of individual, group, and cultural similarities and differences that include, but are not limited to age, abilities and disabilities, ethnicity, language, gender, race, nationality, religion, socio-economic status, veteran status and sexual orientation. This plan is available through the following link on the College website: www.hagerstowncc.edu/diversity. In addition, the College prohibits discrimination and harassment based on the protected categories of: race, religion, color, age (over 40), sex, national origin, sexual orientation, disability, veteran's status, marital status, gender identity, gender expression, genetic information and retaliation and will act swiftly and thoroughly to investigate all complaints and take appropriate action. Individuals requiring special accommodations are requested to contact the Office of Student Services at 240-500-2240 to make arrangements no later than 10 days prior to the meeting or course.

Non-Credit Course Disclaimer

Course and class information listed in the Non-Credit Course Schedule, promotional literature and on the College website are subject to change. The College regrets any discrepancies or typographical errors.

Workforce Solutions and Continuing Education wants every student to be successful; however, we recognize that a course or training program may not always be the best match for a student. Thus, the College reserves the right to decline a student registration into any career-training course or program where the student has unsuccessfully attempted the same course or training program twice or because of poor performance in the program.

Tuition and Fees

Any Maryland resident 60 years of age or older who enrolls in a Maryland funded course is exempt from payment of tuition but must pay the \$35 fee (or higher fee if indicated in the course description) and any other applicable fees. Tuition does not include any fees or cost associated with a self-supporting program.

All students who enroll in Workforce Solutions and Continuing Education classes which are not eligible for state funding shall pay full tuition and fees.

All students registering for an open enrollment course shall pay an \$8 registration fee. Payment should be made payable to Hagerstown Community College. There will be a returned check fee of \$35 for checks returned for insufficient funds.

For information about tuition assistance for individuals with disabilities, please call 240-500-2273.

Employer's Tuition Assistance

If your employer is paying for your course, we must receive a purchase order or a letter on company letterhead along with your registration form. The purchase order or letter must state what the employer is paying (i.e. tuition, material fee), your name, and the course(s) in which you are enrolling. Registrations will not be processed without this paperwork. If the employer is paying for your textbook, a separate letter or purchase order must be submitted to the Bookstore at the time of purchase.

Admissions

Anyone 16 years of age or older is eligible for admission (unless specified otherwise).

Birthdate and Social Security Number

Your social security number and birthdate are requested on our registration form for use as student identification numbers to help us avoid duplicating records and mailings. It is for internal use only and remains confidential. Your birthdate is required by the Maryland Higher Education Commission.

Course Cancellations

Each Workforce Solutions and Continuing Education class requires a minimum number of enrollees to run. The decision to hold or cancel a class is made, in most cases, three business days prior to the start of the class. The College, however, reserves the right to cancel a class at any time due to unexpected circumstances. In these events, students will be notified via phone and/or email.

Refund Policy

- **Course Cancellations:** 100% refund will be issued for any course the College cancels.
- **Before Course Begins:** Course withdrawals and requests for full refunds may be made up to 24 hours before the course begins by calling Continuing Education at 240-500-2236. Some exceptions may apply and will be noted in the course description.
- **After Course Begins:** Refunds are not awarded after a course has started.

The above refund policy does not apply to College for Kids and Cultural Day Trips. Call 240-500-2236 for College for Kids and trip refund information.

Use of Cell Phones During Class

Cell phones should be turned off or set to silent when class is in session. Calls must not interrupt the class. If students have to make or take calls on an emergency basis, please step out of the classroom to do so in order to minimize the disruption.

Emergency Closing

In case of severe weather or other emergency conditions Students will receive a text message from the EverBridge system with information about delayed openings or closings.

HCC will not necessarily close when the public schools do. When the public schools are closed due to weather or emergencies, all classes at public school locations are cancelled. When the college closes, all classes at off-campus sites are canceled.

Classes canceled due to inclement weather or emergencies will be made up.

Non-Credit/Credit Shared Courses

Selected courses may be taken for either academic credit or a non-credit basis. Should the student desire to transfer from non-credit to credit, the student must transfer by the second week of class. In order to transfer from non-credit to credit, the student must first drop the course through Workforce Solutions and Continuing Education and then register in the Registrar's office. Students who have completed the non-credit course will receive a Certificate of Completion but will not be awarded college credits and may not earn college credit for the credit course by exam.

Certificate/CEU Information

Students do not receive grades for Continuing Education courses. Some non-credit courses offer Continuing Education Units (CEUs). You must inform the instructor if you need CEUs.

Code of Student Conduct

Hagerstown Community College has established rules of behavior that must be followed so that the teaching/learning process is not disrupted. A copy of the student handbook is available in the Student Activities Office.

Smoking Policy

Hagerstown Community College is committed to providing a safe and healthy working and learning environment for students, faculty, staff, and visitors. Effective January 1, 2015, HCC will be a tobacco-free campus. The Tobacco-Free Policy applies to all Hagerstown Community College facilities and vehicles, owned or leased, regardless of location. Smoking and the use of tobacco and e-cigarette products will not be permitted on any HCC property, including all buildings and facilities, walkways, recreational and athletic areas, building entrances, and parking lots. This policy applies to all students, faculty, staff, and other persons on campus, regardless of the purpose of their visit. To learn more, visit www.hagerstowncc.edu/tobaccofree

HOW TO REGISTER

ed2go Online Course

ed2go Online Course Registration Information

Online courses offered by HCC can be attended based on your personal schedule, day or night. New classes start on the second Wednesday of each month with two lessons posted each week. Print the online registration form and forward it along with your payment to Hagerstown Community College, Continuing Education Registration.

Questions? E-mail us at online@hagerstowncc.edu.

Choose YOUR Option:

- **ONLINE**
via Instant Enrollment:
hagerstowncc.edu/WSCEregistration

Registering online is easy
Follow the online tutorials.
Visit the website (above)
or scan the QR code.



- **IN-PERSON**

Main Campus:

HCC Registration Office
Administration and Student Affairs Building
11400 Robinwood Drive
Hagerstown, MD 21742

- Monday – Friday: 8:30 a.m. – 4:30 p.m.

Satellite Location:

14301 Valley Mall Road, Suite 455
Hagerstown, MD 21740

- Monday – Thursday: 8:30 a.m. – 7 p.m.
- Friday: 8:30 a.m. – 4:30 p.m.
- Saturday: selected hours

COMING SOON IN 2025

D.M. Bowman Family Workforce Training Center
562 Northern Avenue
Hagerstown, MD 21742

- **BY PHONE: 240-500-2236**

Registrations may be accepted
by phone when paying with a credit card.



Workforce Solutions & Continuing Education

Register Early! Class registrations will be accepted through the first day of class — if space is still available. However, classes fill up, and we encourage you to sign up early!

New classes are constantly being added! Check the website: www.hagerstowncc.edu/wsce

REGISTRATION FORM

11400 Robinwood Drive • Hagerstown, Maryland 21742-6514
240-500-2236 • Fax: 301-582-4001 • ceregister@hagerstowncc.edu

Workforce Solutions & Continuing Education

Registration Form

Each student must use a separate registration form. Please send completed registration form and payment to the College. (Payment, invoice, or purchase order must accompany this registration.) This form may be duplicated.

To avoid delay, please complete all information requested.

* Fields are required for registration

Student ID (if known)

Mr. Ms. Mrs. Other
Last Name First MI Maiden/Former
Home Address
City State Zip Code County
Phone: Home Work Mobile
E-mail Address

* Ethnicity: Are you of Hispanic or Latino origin?
* Race: You may check more than one race.
* Birthdate (mo/day/yr)
Senior Citizen (60 and over) Yes No

* Program of Interest

Social Security#

* For Credit Card Use Only:

Card Holder's Name
Account No.
Expiration Date
Signature
Billing Address for Card

Table with 3 columns: Course#, Course Title, Begin Date, Total. Includes a Total Fee row.

The Refund Policy is published in the current issue of the HCC Continuing Education Non-Credit Schedule. Your signature signifies that you agree to the refund policy. I certify that the information on this form is correct.

Signature Date

INSTANT ENROLLMENT

This new online registration system makes registering easy.

With user-friendly navigation for mobile, WSCE registration is at your fingertips!

ONLINE REGISTRATION



Visit the website or scan the QR code:

hagerstowncc.edu/WSCEregistration

SCHOLARSHIPS AVAILABLE

Scholarships may cover 100% of the cost of HCC's Workforce Solutions Programs:



Trades, Transportation,
and Technology



Business, Certification,
and Licensure



CNA, Medical Assisting,
and Phlebotomy



Contact us for additional information:
Call 240-500-2236 or
visit hagerstowncc.edu/funding



Find your program today! www.hagerstowncc.edu/wsce



Workforce Solutions & Continuing Education
Hagerstown Community College
11400 Robinwood Drive
Hagerstown, MD 21742-6514

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SUMMER YOUTH PROGRAMMING AT HCC

NEW! FIRST GRADE CAMPS

COLLEGE FOR KIDS

Educational Summer Camp | Grades 1 - 8

DISCOVERY ACADEMY

Educational & Career Exploration | Grades 9 - 12

REGISTRATION OPENS FEB 12



WWW.HAGERSTOWNCC.EDU/YOUTH-PROGRAMMING