

SPRING @HCC

CLASSES BEGIN IN JANUARY



**HOLYOKE
COMMUNITY
COLLEGE**

Work and learn remotely — HCC can help!

Medical Interpretation, Line Cook, Nursing Assistant,
Pharmacy Technician, VESi, MindEdge and more inside!

Register Now @ hcc.edu/bce



Now serving...

The HCC MGM Culinary Arts Institute

All levels of culinary and hospitality education and training, all in one location

Associate Degrees and Credit Certificate Programs

Contact Admissions at 413.552.2321
or admissions@hcc.edu



Professional Development Certificates

Line Cook Training

ServSafe

TiPS

Please contact Community Services at
communityservices@hcc.edu



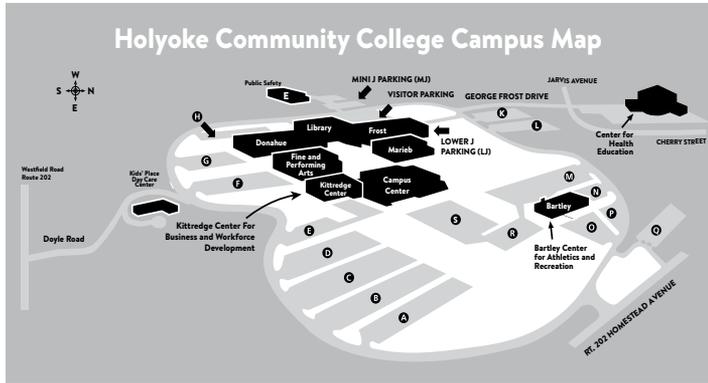
Personal Enrichment

Gourmet Cooking and Baking Classes

Please contact Community Services at
communityservices@hcc.edu



Holyoke Campus Map / Parking



Parking: All credit and non-credit students are required to register their vehicles with the Campus Police Department. Parking stickers are included with your course(s) purchase and do not expire. A valid vehicle registration and student identification must be provided.

BUILDINGS

BC	David M. Bartley Center for Athletics & Recreation	
CC	Campus Center	Admissions, ACT Center, Assessment Center, Bookstore and Student Engagement
CHE	Center for Health Education	
DON	Donahue	POD Cafe, Health Services, Library, OSDDS
FPA	Fine & Performing Arts	Leslie Phillips Theater, Forum Cafe
FR	Frost	ACT Center, Administration, Admissions, Assessment Center, Financial Aid, New Directions, Student Accounts, Student Records, Thrive Center
KC	Kittredge Center for Business & Workforce Development	
MRB	Marieb	Health & Life Sciences
PS	Public Safety	Campus Police, Facilities

Main Campus

Kittredge Center for Business and Workforce Development
303 Homestead Avenue
Holyoke, MA 01040
413.552.2500
hcc.edu

Additional Locations

E2E: Quaboag Region Workforce and Training Center
79 Main St. Ware, MA 01082
Kermit Dunkelberg,
kdunkelberg@hcc.edu,
413.552.2506

HCC MGM Culinary Arts Institute
164 Race Street
Holyoke, MA 01040
413.552.2838
hcc.edu/culinary

Ludlow Area Adult Learning Center (LAALC)
Pasha Black
413-552-2999 (Ludlow)
413-755-3765 (Springfield)
hcc.edu/esol
hcc.edu/job-ready

Picknelly Adult and Family Education Center (PAFEC)
206 Maple St.,
Holyoke, MA 01040
413.552.2990

Course Registration Information

Community Education courses fill fast. We suggest you register at least two weeks before class start date, or by registration deadline if noted. If space is still available in a class, HCC can accept registration for most classes up to the business day before a class starts.

A \$20 fee will be charged for returned checks. All returned checks not made good will be referred to a collection agent.

CLASS SCHEDULES

Class dates are subject to change. Please check the website (www.hcc.edu/bce) for the latest updates, and be sure to check with the instructor on the first day of class. Classes are not held on state and national holidays, and individual instructors may make other adjustments.

FEES

Fees for materials are now included in the tuition price unless specifically noted.

REFUND POLICY FOR NON-CREDIT COURSES

Courses (with six or more meetings)

1. By the Friday before the first class meeting, 100% of all tuition, less \$30.
2. After the Friday before the first class meeting but before the third class meeting 50% of the course cost.
3. No refund will be granted after the start of the third class meeting.
4. Courses (with five or fewer meetings)
5. Refunds are available only if the student withdraws by the Friday before the first class meeting, less 25% of course cost, but not to exceed \$25.
6. Youth Programs: By the Friday before the first class meeting, 100% of tuition. No refunds will be granted after the start of the program.

COURSE CANCELLATION

Low enrollments can necessitate course cancellations.

HCC will attempt to notify students whose class has been cancelled and help them choose another course or obtain a refund. Completing your course registrations as early as possible helps the college avoid cancelling classes.

If the college cancels a course, 100 percent of all course costs are refunded.

BENEFITS, TUITION WAIVERS, AND THIRD PARTY BILLING

State Employee Tuition Waivers

Present waivers at the time of registration. Waivers are not accepted by telephone, Fax, mail, or online.

For non-credit courses, full-time state employees, their spouses and dependent children up to age 25 are eligible for tuition remission of 50 percent of tuition only for any non-credit course(s) or program(s).

Tuition waivers will be honored so long as the minimum number of full-tuition-paying students per class has been met. Some exclusions apply.

Third Party Billing (Company-Agency Payments)

Please submit, by mail or in person, an enrollment form for each student along with an original purchase order or letter on company-agency letterhead including the student name(s) and the amount to be paid.

To sign up for classes: www.hcc.edu/bce

Following the spring 2023 semester at Holyoke Community College, proof of COVID-19 vaccination will no longer be required for faculty, staff, students, or visitors to the campus. We continue to emphasize sanitation protocols and encourage vaccinations, social distancing, masking, and testing when necessary.





WANTED: engaging faculty for courses

If you're interested in teaching and adding to the quality of our students' lives, send your resume with your course proposal to:

Contact: Community Services at
communityservices@hcc.edu

Conference Services & Facilities Rentals

**THE KITTREDGE
CENTER**
FOR BUSINESS AND
WORKFORCE DEVELOPMENT
HOLYOKE COMMUNITY COLLEGE



The state-of-the-art Kittredge Center is the Pioneer Valley's premier facility for conferences and professional meeting space. It offers the latest in technology and is accessible to all major highways. **Bring your conference to the Kittredge Center or ask about conference management services.**

Contact us at **413.552.2320**
or visit us online at
hcc.edu/about/space-reservations



CERTIFICATE & TRAINING PROGRAMS

@ HOLYOKE COMMUNITY COLLEGE

MANAGEMENT

- American Management Association University Certificate
- Project Management Certificate
- Nonprofit Management Certificate

LEADERSHIP SERIES

JOB ORIENTED

- Call Center (Advanced) and Customer Service Training
- Manufacturing Production Technician Training

CAREER FOCUSED

- Educators (Pre-School, K-12, PDP Certification Courses)
- Event Planning Certificate
- Interior Design Certificate Program
- Real Estate Principles and Practices

HEALTHCARE

- CNA (Certified Nursing Assistant) Program *
- EMT-B (Emergency Medical Technician Basic Course)
- Pharmacy Technician *
- ICD 9 and 10 Training

HOSPITALITY

- Hospitality and Culinary Program *
- ServSafe Certificate Program — TIPS Training

COMPUTERS

- CompTIA A+, Network+, and Security+
- Cisco CCNA Training Programs: Modules I, II, III, and IV (Scholarships Available)
- Microsoft Office Certifications

SAFETY

- Hoisting License Renewal Training
- OSHA-10 Certification
- OSHA-30 Certification

For more information, please call 413.552.2500 or visit us online at hcc.edu/bce.



**= Funding available for unemployed and low-income workers through the Department of Labor and Workforce Development and the Department of Transitional Assistance*

Corporate and Professional Education

HCC offers a variety of classroom and online courses to help people develop skills to start a new career or enhance existing career skills. Earn a certificate, update industry credentials or start on a path toward a degree.

Professional Development 5 Computers & Technology. 7

Professional Development

Proof of COVID-19 vaccination will **no longer be required** for faculty, staff, students, or visitors to the campus. We continue to emphasize sanitation protocols and encourage vaccinations, social distancing, masking, and testing when necessary.

Getting Paid to Talk CRER 003 (1 session)

CRN 16592	SEC 51	Feb 29	Th	6:30 p.m.-8:00 p.m.
CRN 16593	SEC 52	May 16	Th	6:30 p.m.-8:00 p.m.

If you've ever wondered how to begin in voice over part time, full time, or for supplemental or retirement income, this workshop is a great, upbeat, and most importantly, realistic first step. Our easy-to-access remote learning system will take you behind the scenes at Voice Coaches main studios, where we regularly produce voice over content for clients including Netflix, Discovery, HGTV, Disney, Lifetime, Nickelodeon, and many more. From audio books, training material, animation, and commercials to socially relevant content, television, and much, much more: today's voice over field has become a great way to leverage your individual voice qualities and communication skill in a whole new way. The class will be presented via Zoom.
Fee: \$45.00

ServSafe Prep. & Exam CWD 026 (2 sessions)

CRN 15074	SEC 64	Mar 18-25	M	5:30 p.m.-9:30 p.m.
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Obtaining and maintaining your ServSafe Food Handling and Sanitation certification means you have the tools and knowledge you need to ensure your workplace meets industry standards for cleanliness along with proper safety requirements for food handling & preparation. Participants will receive a ServSafe Certificate and license directly from the National Restaurant Association (NRA). Price includes class hours and exam. Textbook (ServSafe Manager Book 7th Ed, English) not included but may be purchased from popular booksellers.
Fee: \$109.00

CISCO I: Introduction to Network CWD 814 (17 sessions)

CRN 15077	SEC 64	TBA
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Our CISCO certified instructor will work with you to develop your knowledge & skill as well as to prepare you to become a Cisco certified network administrator. Introduction to Networks is the first course in a series of networking prep courses designed to help you pass your certification exam and become a Cisco Certified Network Associate (CCNA). Introductions to Networks: Exploring the Network, Operating System, Network Protocols and Communications, Network Access, Ethernet, Network Layer, Transport Layer, IP Addressing, Subnetting IP Networks, Application Layers. For more information contact Maria Vargas at mvasgas@hcc.edu
Fee: \$849.00

Preparation for the Real Estate Salesperson's Licensing Exam CWD 829 (5 sessions)

CRN 15078	SEC 64	Mar 4-27	MWTh	6:00 p.m.-9:30 p.m.
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This 40 hour instructional & prep course will help you gain the knowledge you need to successfully pass the licensing exam and start your career in real estate sales. We will review topics including: Property rights & ownership, ownership types: condominiums, cooperatives, time shares, land use - subdivision, contracts & deeds, financing & mortgages, brokerage, appraisal, Fair Housing Laws and consumer protection issues, Massachusetts License Law. Participants must attend all classes in order to meet 40 hours of training required by the state of MA. Books and other materials are purchased separately either in the HCC bookstore or online. We are using the MA Real Estate Principles & Practices book, edition 7.0.
Fee: \$399.00



CORPORATE AND PROFESSIONAL EDUCATION

Notary Public

CWD 830 (1 session)

CRN 15080 SEC 65 Mar 12 T 6:00 p.m.-9:00 p.m.

Whether you are preparing to add “Notary Public” to your resume, you are a notary and need to renew your commission, or you just want a refresher on the process and requirements, this course is designed to help you earn your commission quickly and effectively. You will review the responsibilities, duties, and powers that come with your commission as well as Massachusetts General Laws and regulations covering you as a notary. Learn what is entailed at the swearing in. Gain an understanding of the code of conduct for notaries; review ethical issues and how to avoid them. Learn how to properly offer your services, to prospect for clients, to charge appropriate fees for your service, and to track and report those fees. (Course price includes instructional time only. Additional fees for the notary application, notary supplies, textbook, and/or notary exam are not included in price of this course.)

Fee: \$45.00

Nursing Assistant Exam Prep/ Home Health Aide (Ware)

CWD 945

CRN 15758 SEC 64

This course is intended to prepare you to pass the Massachusetts Nurse Aide Certification Testing with the American Red Cross, and to gain the skills and knowledge to be a certified Home Health Aide. You will learn the skills necessary to provide

basic care for patients in hospitals, residents of long-term care facilities such as nursing homes, or to care for patients in their home. Four days of clinical internships are included. This course is an excellent choice for students preparing to enter the healthcare workforce. Tuition will not include exams fees and the cost of scrubs needed for clinical internships. Candidates must take a basic skills test for English and math ability, pass a CORI/SORI check, and be able to provide proof of a recent physical exam and the results of a TB/Mantoux test. Call 552-2122 for dates, times and tuition cost. \$1,200. This course meets in Ware.

Fee: \$1,200.00

Business Communications

CERT 015

Because corporate higher-ups and stakeholders can't support your ideas, or recognize you for them, without first understanding what they are, communicating clearly and concisely in written and oral formats is critical to your professional success. This certificate offers instruction on crafting many of the most common business communication formats. Program includes the following courses:

- Communicating Collaboratively
- Effective Business Writing
- Effective Emails, Memos, and Letters
- Effective Presentations
- Effective Public Speaking

For more information and to register, go to catalog.mindedge.com/hcc

Fee: \$299

Medical Interpreter

CERT 017 (60 sessions)

CRN 16465 SEC 51 Feb 13-Apr 25 T/TH 6:00 p.m.-9:00 p.m.

Medical interpreters are in great demand both in person and remotely by video or phone. Interpreters can elect to work for a hospital, school, or state agency, or as contractors with many agencies throughout the country. They can also elect to work remotely from home where they can work independently and make their own hours. Open to all languages, this 60-hour program provides working knowledge of medical interpreting, including standards of practice, ethics, HIPAA regulations, cultural competency, and medical terminology/vocabulary. The course provides intense practice via oral role plays on a variety of medical topics. The student will also be introduced to VRI (Video Remote Interpreting) and OPI (Over the Phone Interpreting). Offered in collaboration with TransFluenci EDU, this course is designed for those preparing for entry-level careers as medical interpreters as well as for working interpreters preparing for the National Board Certificate exam. Students must be fully bilingual and must be fluent in English and one other language. This program meets the National Board for Medical Interpreter Certification training requirement and prepares you to pass the national certification exam. Upon successful completion of the course, students will receive a certificate of completion from the college and may elect to apply for national certification. Certification fees are not included. Students must possess a high school diploma or equivalent. Because a language assessment is required, students must register at least two weeks in advance. No class March 12 and 14

Fee: \$1,079.00

Certificate In Cybersecurity

CERT 018

Cybersecurity, also known as Information Security, is the protection of data and personally identifiable information from malicious attacks, theft, and destruction. Failures of cybersecurity policies, both in large corporations and governmental agencies, have earned significant visibility and negative publicity in recent months and years. As the amount of data being stored continues to increase, and as hackers become more sophisticated, the need for cybersecurity is greater than ever. This Certificate in Cybersecurity offers an introduction to the critical elements of information security, as well as foundational information about key certifications for professionals in the industry. Each of the eight courses in this suite will help learners master the vocabulary of the industry and offers examples, videos, interactive games, and review questions to ensure mastery of the material. Courses can be taken in any order. This certificate has no textbooks or prerequisites. Courses include:

- Asset Security
- Communications and Network Security
- Identity and Access Management



CORPORATE AND PROFESSIONAL EDUCATION



- Security and Risk Management
- Security Assessment and Testing
- Security Engineering
- Security Operations
- Software

Development Security To register, go to catalog.mindedge.com/hcc

Fee: \$499

Certificate in Data Analytics CERT 020

This certificate in data analytics provides an overview of topics in statistics and their applications in a variety of fields. This certificate will present the basics of quantitative analysis and its increasing use in today's professional landscape. Learners are exposed to quantitative decision-making tools and techniques, which tie into real-world case studies. Each course in this certificate utilizes games, videos, interactive exercises, quizzes, real world case studies, and other engaging content to ensure rapid mastery of the content and direct application. Course videos and lessons focus on use of both Microsoft Excel and OpenOffice. Courses can be taken in any order. This certificate has no textbooks or prerequisites.

Program includes the following courses:

- Data Analysis for Improving Organizational Performance
- Data Analysis in the Real World
- Introduction to Data Analysis
- Statistical Process Control
- Statistics as a Managerial Tool
- Tools of Data Analysis

To register and pay, go to catalog.mindedge.com/hcc

Fee: \$399

Project Management Online CERT 021

CRN 16139 SEC 51

Create your own program based on your personal professional needs from a variety of long course, short course, Certificate and Simulation options. All are aligned with the PMBOK® Guide and include interactive exercises, videos, real-world examples and case studies to help you apply newly learned concepts. Courses to prepare you for the PMP Exam are available as well. For more information or to register, go to catalog.mindedge.com/hcc

Fee: \$999

Computers & Technology

Introduction to Microsoft Word 2016

TECH 006 (4 sessions)

CRN 15498 SEC 51 Apr 16-May 7 T 6:00 p.m.-9:00 p.m.

Topics include: typing and deleting text, undoing/redoin, formatting and cutting, copying and pasting text, creating documents and inserting images and clip art. You'll learn how to modify line spacing, create lists, change views as well the

overall look of your document. Course covers the most commonly used commands and features. Students should have keyboarding and computer experience. Instructor: Brad Cabral.

Fee: \$199.00

Introduction to Microsoft Excel 2016

TECH 007 (4 sessions)

CRN 15483 SEC 51 May 14-Jun 4 T 6:00 p.m.-9:00 p.m.

Become proficient at spreadsheet basics and design, including creating, editing, formatting and printing. Learn how to create and use common formulas and functions containing cell references to automate calculations. We also cover Excel charting and graphing techniques. Students must have keyboarding and computer experience. Instructor: Brad Cabral.

Fee: \$199.00

Introduction to Quickbooks 2015

TECH 010 (4 sessions) -

CRN 15499 SEC 51 Apr 17-May 8 W 5:30 p.m.-8:30 p.m.

Includes step-by-step instructions in getting the software up and running. We'll cover invoicing for services, accounts receivable management, entering and paying bills, accounts payable management, writing checks, managing petty cash and checking accounts, reconciling bank statements. Prerequisite: PC (preferably Windows) and mouse experience and some basic bookkeeping and/or accounting experience assumed. Instructor: Sara Gross

Fee: \$199.00

Introduction to Microsoft Office 2016

TECH 017 (4 sessions) -

CRN 15482 SEC 51 Mar 19-Apr 9 T 6:00 p.m.-9:00 p.m.

Understand how to use Microsoft Office, a necessity for workers, job seekers, and home computer users. Learn the basics of Microsoft Office to easily create, format, and work with documents using Word, or create Excel spreadsheets by working with formulas, and build presentations using PowerPoint. Finally, we'll review Publisher and learn about all the best uses for this dynamic software. PC Fundamentals or basic computer skills required. Instructor: Brad Cabral.

Fee: \$199.00

To sign up online or for complete course descriptions: www.hcc.edu/bce



PERSONAL ENRICHMENT

Educational, inspirational, and fun courses to enhance skills, build hobbies or generally improve your personal life.

Arts 8
Expression..... 9
Food..... 9
Home and Garden..... 12

Languages..... 12
Legal / Estate Planning..... 13
Computer and Technology 18

Proof of COVID-19 vaccination will **no longer be required** for faculty, staff, students, or visitors to the campus. We continue to emphasize sanitation protocols and encourage vaccinations, social distancing, masking, and testing when necessary.

Arts

Beginning Digital Photography

ARTS 010 (4 sessions)

CRN 15031 SEC 51 Feb 15-Mar 7 Th 6:15 p.m.-8:45 p.m.

Whether you're a complete beginner who wants to learn how to use your new camera, or an experienced photographer making the switch to digital media, this short course will quickly make you an expert in this amazing new technology. The course covers camera operation, tips for taking the best pictures, how to email, share, post, and organize your photos, and how to make prints, posters, professional albums, greeting cards, calendars, and movies. You'll also learn digital fundamentals and how to use and apply Photoshop editing techniques. Instructor: Dino Diaz
Fee: \$179.00

Color Photography

ARTS 011 (4 sessions)

CRN 15032 SEC 51 Mar 14-Apr 4 Th 6:15 p.m.-8:45 p.m.

Refine your color picture-making skills. Work 'in synch' with your digital camera giving your work the 'WOW' factor. We'll cover framing, composition, light and shadow, and working with color. We'll explore your specific interests: family portraits, pet photos, action shots, close-up nature photos and more. Course is structured around student needs and includes instructor/group critiques. Instructor: Dino Diaz
Fee: \$179.00

Introduction to Acrylics: Expressive studies

ARTS 055 (7 sessions) -

CRN 16087 SEC 51 Jan 29-Mar 18 M 6:15 p.m.-9:15 p.m.

Acrylics are an easy and versatile medium. You can create paintings similar to the old Masters' oils or watercolors. You can even embrace a more modern aesthetic by adding more sculptural elements or by using special effects medium. In the first class you will experiment with brush vs palette knife paintings. This class will focus on color blocking and creating several quick, painterly paintings. In following classes you will put to use what you learned. Create 3-6 finished paintings of different subject matter. All levels welcome but class is geared to beginners. Materials around \$100 NOT included. Instructor Melissa Pandina. No class February 19.
Fee: \$189.00

Intermediate Acrylics

ARTS 067 (7 sessions) -

CRN 16703 SEC 51 Mar 25-May 6 M 6:15 p.m.-9:15 p.m.

Continue your exploration in acrylics. In this class, you will learn the importance of underpaintings and different lighting situations. We will explore different techniques to get to your desired style and the importance of warm and cool colors. This class takes you from acrylic sketches to finished paintings. Most students will finish 1-2 paintings. All levels welcome but class is geared to beginners. Materials NOT included. Typically \$100 in materials. Instructor Melissa Pandina.
Fee: \$189.00



Beginning Pen and Ink

ARTS 069 (7 sessions) -

CRN 16824 SEC 51 Jan 30-Mar 12 T 6:15 p.m.-9:15 p.m.

Pen and ink is such a versatile medium. Explore creating bold, graphic drawings one week and subtle greyscale drawings the next and even using patterns (like zen tangle) to embolden black and white pictures. We will explore liquid ink and markers. All levels of drawing welcome. Instructor Melissa Pandina. Supplies about \$40

Fee: \$189.00

Watercolor and Pen and Ink

ARTS 063 (7 sessions)

CRN 16420 SEC 51 Mar 19-Apr 30 T 6:15 p.m.-9:15 p.m.

Do you like the soft flowing colors of water color but get frustrated with loosing some of the subtleties of your drawing. This is the technique for you. In this class, we will be working on detailed pen and ink studies and then painting over them in watercolor. You will improve your drawing skills and become looser with your watercolors. All levels welcome. Instructor Melissa Pandina. Supplies around \$100 not included in tuition.

Fee: \$189.00

Expression

Piano for Pleasure: Private Lessons for Adults

EXPR 009 (8 sessions)

CRN 15249 SEC 51 Jan 29-Mar 25 M 3:30 p.m.-6:00 p.m.

It's never too late to learn to play the piano! Learn key names, body/hand position, scales, chords, rhythmic values and note reading in a relaxed environment. Uncover a variety of musical styles, including 12 bar blues. Must have access to a piano or keyboard for practice of weekly assignment. "Play Piano Now" (#17193) published by Alfred, is available at music stores or on-line and needed for the first lesson. Upon registration, the instructor will contact you regarding a time slot. Instructor: Marie Meder. No Class on February 19

Fee: \$164.00

Food

Introduction to Bartending

FOOD 002 (7 sessions) -

CRN 15263 SEC 51 Feb 27-Apr 16 T 6:15 p.m.-9:15 p.m.

Get ready for the ultimate cocktail adventure at Intro to Bartending! Our emphasis on professionalism and responsible alcohol service will ensure you're equipped with the knowledge to create a safe and enjoyable environment for all. Join us to lower the odds of alcohol related incidents, offering phenomenal customer service and satisfaction, and being a driving force for community safety. Embrace this opportunity to enhance your career while fostering a secure and thriving work environment. Let's shake things up and add a splash of fun to your skills! HCC MGM Culinary Arts Institute; 164 Race street, Holyoke, MA 01040 Instructor: Alex Torres. No class on March 19.

Fee: \$269.00

To sign up online or for complete course descriptions: www.hcc.edu/bce



TESTING SERVICES

ACT WorkKeys Exams

Proficiency Certificate for Teaching Assistants (PCTA)
National Career Readiness Certificate (NCRC)

Go to hcc.edu/testing to schedule your test appointment.

CASTLE Worldwide

Go to castleworldwide.com to register

Crane Institute of America (CIC)

Go to craneinstitute.com

HCC High Stakes Testing Center

p: 413.552.2112
f: 413.552.2745 testing@hcc.edu

GED

Go to ged.com

Get-College-Credit Exams

CLEP, DSST
Go to hcc.edu/testing to schedule your test appointment.

GRE and TOEFL

CLEP, DSST
Go to www.ets.org for registration information

HiSET Testing (Formerly GED)

Contact 413.522.2292 or hiset.ets.org to register

Kryterion

Go to www.kryteriononline.com to register

Law School Admissions Council

LSAC and MPRE
Go to www.lsac.org for registration information.

Pearson Vue

Contact the testing center to register or go to pearsonvue.com.

PSI/COMIRA

catsdoor04.com/cbt/online/login.jsp

ServSafe Exams

Go to servsafe.com to purchase your exam.
Go to hcc.edu/testing to schedule your test appointment.

Distance Learning Proctored Exams

Contact us to make an appointment to have your distance learning exams professionally proctored. Provide our contact information to your institution and your exam will be forwarded to us.

Online PROFESSIONAL DEVELOPMENT

for K-12 Educators



Designed by renowned educators - VESI online, interactive courses are convenient, superior quality courses packed with practical applications for the classroom. Earn Massachusetts PDPs in these accredited, self-paced and user-friendly programs. You'll have telephone access with instructors during "office hours" and email access with a guaranteed 24hour response time. Once HCC receives your registration, we will communicate your registration to VESI. Courses are offered in both undergraduate (UPDL) and graduate (GPD) professional development levels.

For information:

Call Community Education at **413.552.2320** or go to:



virtualeduc.com/holyoke



hcc.edu/bce

COURSE/CATEGORY	UGRAD PDPs	GRAD PDPs	COURSE/CATEGORY	UGRAD PDPs	GRAD PDPs
Classroom Management			Early Childhood		
Advanced Classroom Management	30	40	Infant & Toddler Mental Health	30	40
Behavior is Language	45	55	Language Acquisition for ESL	45	55
Building School Committees	30	40	Methods and Materials for ESL	45	55
Building School Communities	30	40	Exceptional Education		
Educational Assessment	30	40	Response to Intervention	45	55
Teaching Diversity	30	40	Attention Deficit Disorder	30	40
Common Core			Autism & Aspergers Disorder	30	40
Reading & Writing in Content Area	30	40	Learning Disabilities	45	55
Reading Fundamentals #1	30	40	Inclusion	30	40
Reading Fundamentals #2	30	40	Talented & Gifted	30	40
Reading Fundamentals #3	45	55	Social & Emotional Learning	45	55
Understanding & Implementing	45	55	Supporting At-Risk Young Learners & Their Families	45	55
Common Core Standards			Violence, Bullying & Aggression		
Teaching Elementary Math	30	40	Understanding Aggression	45	55
Six Traits of Writing	30	40	Violence in Schools	30	40
Secondary Math	45	55	Child Abuse	30	40
Differentiated Instruction			Drugs & Alcohol in Schools	30	40
Why DI?	45	55	Harassment, Bullying & Cyber-Intimidation in Schools	30	40
Try DI!	45	55	Traumatized Child	30	40
Undergraduate PDPs:	30	Fee: \$235	Undergraduate PDPs:	45	Fee: \$265
Graduate PDPs:	40	Fee: \$295	Graduate PDPs:	55	Fee: \$314

For detailed course descriptions or to sign up online, go to hcc.edu/bce



PERSONAL ENRICHMENT

Cooking with Chef Nadim FOOD 094 (1 session)

CRN 16825 SEC 51 Feb 27 T 6:00 p.m.-9:00 p.m.

Join Chef Nadim as he creates a Hummus, Cheese roll-ups, Tabouli salad and simmered chicken served with Hashwee' rice topped with gravy, and rice pudding for dessert. How Delicious! Class will be held at the HCC MGM Culinary Arts Institute
Fee: \$149.00

Cooking with Chef Nadim FOOD 094 (1 session)

CRN 16830 SEC 52 Mar 12 T 6:00 p.m.-9:00 p.m.

This week, Chef Nadim provides us with some tasty Hummus, Meat roll-up, Fattoush salad, roasted lamb shoulder served with Hashwee rice topped with gravy, and Ismalia for dessert. Class will be held at the HCC MGM Culinary Arts Institute
Fee: \$149.00

Cooking with Chef Nadim FOOD 094 (1 session)

CRN 16831 SEC 53 Apr 9 T 6:00 p.m.-9:00 p.m.

For a Spring finale, Chef Nadim will serve us with some Hummus, falafel, Mediterranean Salad, Cannellini, and lamb stew served with Rice Pilaf and rice pudding for dessert. Simply amazing! Class will be held at the HCC MGM Culinary Arts Institute
Fee: \$149.00

Wine Tasting - Classic White Wines FOOD 105 1 session

CRN 16826 SEC 51 Feb 27 6-8pm

This class will focus on classic white wines, including Chardonnay, Sauvignon Blanc and Riesling. We'll learn about them and taste white wines from throughout the world side by side to see how they're similar as well as different. We'll also pick our favorite wine for the class and then taste a similar wine in the final class. Class will be held at the HCC MGM Culinary Arts Institute
Fee: 49.00

Wine Tasting - Classic Red Wines FOOD 105 1 session

CRN 16828 SEC 52 Mar 12 6-8pm

This class will focus on classic red wines, including Cabernet Sauvignon, Pinot Noir and Merlot. We'll learn about them and taste white wines from throughout the world side by side to see how they're similar as well as different. We'll also pick our favorite wine for the class and then taste a similar wine in the final class. Class will be held at the HCC MGM Culinary Arts Institute
Fee 49.00

Wine Tasting - Sparkling Wines & Student Selection FOOD 105 1 session

CRN 16829 SEC 53 Apr 9 6-8pm

This class will focus on different types of sparkling wines, including Champagne, Cava and Prosecco. How are these wines made? Why do they taste different? And what do they pair well with? And finally, based on the first two classes, we'll taste one white and one red based on which types of wines students want to learn more about. Class will be held at the HCC MGM Culinary Arts Institute
Fee: \$49.00

To sign up online or for complete course descriptions: www.hcc.edu/bce



PERSONAL ENRICHMENT

Home and Garden

Getting to Know Your Sewing Machine with Andrea Zax

HOME 025 (1 session)

CRN 16850 SEC 51 Feb 13 T 6:00 p.m.-9:00 p.m.

In this one shot class Andrea will be a resource for students to help them understand how to use their sewing machines. Beginners will leave confident of how to thread their own machine, wind a bobbin and sew a simple draw string bag. The first half of the class will feature one on one interaction with students to make sure they can thread and wind a bobbin. Following the threading can be challenging at first. As students become more familiar with the threading they will move on to some stitching of straight lines to get better control of the speed and how the fabric and machine work together. Fabric and drawstrings will be provided. Students will also learn how to make a drawstring bag with step by step instruction. If time permits, we may also explore zig-zag stitches, hem stitch and zipper foot. Sign up for this interactive beginners class now! Instructor: Andrea Zax
Fee: \$39.00

Sewing for Beginners with Andrea Zax

HOME 026 (4 sessions)

CRN 16849 SEC 51 Feb 27-Mar 19 T 6:00 p.m.-8:00 p.m.

If you have always wanted to sew and feel you need some hands on guidance come to this class. Do you want to make a pillow, placemats or hem some pants? Bring your sewing machine, project ideas and come to this class. We will review how to thread and set up your machine and then start sewing! Bring some woven cotton or cotton blend fabric, thread to match, scissors for fabric, seam ripper, measuring tape, pins, a note book to write in and enthusiasm to sew! Instructor Andrea Zax.
Fee: \$99.00

To sign up online or for complete course descriptions: www.hcc.edu/bce



Languages

Conversational Polish 1

LANG 007 (7 sessions)

CRN 16234 SEC 51 Apr 4-May 16 Th 6:00 p.m.-8:00 p.m.

An introduction covering the first building blocks needed for achieving proficiency in speaking and understanding Polish including a review of Polish culture, customs, history, and Polish influences throughout the world. You'll finish the workshop having had some degree of success in conversing in Polish. Instructor: Karolyna Kopczynski.
Fee: \$179.00

Conversational French 1

LANG 005 (7 sessions)

CRN 15713 SEC 51 Feb 20-Apr 2 T 6:00 p.m.-8:00 p.m.

Introduction to the French culture via fun conversations. The goal of the class is to cover different topics such as introducing yourself, talking about your family, making arrangement for a trip... The first building blocks needed for achieving proficiency in the French language will be emphasized. We'll also review culture, customs and French influence around the world. Gain more confidence in conversing in French. Instructor Ingrid Vega.
Fee: \$179.00

Conversational French 2

LANG 006 (7 sessions)

CRN 15714 SEC 51 Apr 9-May 21 T 6:00 p.m.-8:00 p.m.

Introduction to the French culture via fun conversations. The goal of the class is to emphasize the ability of each student to discuss topics such as holidays, services and travel using everyday expressions. The class will prepare you with the basic foundation for a safe and fun "sejour" in France or other francophone countries. At the end of the course, you will have a better understanding of the French culture and will be more confident in conversing in French. Suggested prerequisite: a basic knowledge in French grammar. Instructor Ingrid Vega.
Fee: \$179.00

Basic Conversational Spanish 1

LANG 008 (7 sessions)

CRN 15721 SEC 51 Feb 8-Mar 21 Th 6:00 p.m.-8:00 p.m.

An introduction to basic Spanish language. Covering words, phrases, asking questions and providing answers. The first building blocks needed for achieving proficiency will be emphasized. Finish the workshop having some confidence in speaking Spanish. Instructor: Karolina Kopczynski.
Fee: \$179.00



Spanish for Healthcare

LANG 043 (10 sessions)

CRN 16711 SEC 51 Feb 21-Apr 24 W 6:00 p.m.-8:00 p.m.

Designed for healthcare professionals, case workers, and staff, to develop your fluency, pronunciation and oral comprehension in the local dialect of Spanish. Intended for individuals with little or no knowledge of Spanish. Contextualized for medical and health related settings. Basic grammatical structures will be used to communicate needs, desires, preferences, and basic personal information such as health issues, medical concerns and pain management. Customs and cultural insights will also be presented. Instructor Karolina Kopczynski.
Fee: \$284.00



Legal / Estate Planning

Core Estate Planning

LEGL 012 (1 session)

CRN 16835 SEC 51 Apr 11 Th 6:00 p.m.-7:00 p.m.

Attorney Jackson recommends that everyone have a Will, Power of Attorney and Health Care Proxy, the Core Estate Plan. Attorney Jackson will explain the importance of each document.
Fee: \$39.00

De-Mystifying Trusts

LEGL 013 (1 session)

CRN 16836 SEC 51 Apr 18 Th 6:00 p.m.-7:00 p.m.

What is a Trust? What are the different types of Trusts? How can I decide whether or not I need a Trust? Attorney Jackson will answer these questions.
Fee: \$39.00

Saving Your Home from the Nursing Home Bill

LEGL 014 (1 session)

CRN 16837 SEC 51 Apr 25 Th 6:00 p.m.-7:00 p.m.

Attorney Jackson will explain the use of an Irrevocable Income Only Trust (IOT) to save the home from the nursing home bill. The presentation will explain the MassHealth rules and provide tips and traps to avoid.
Fee: \$39.00

Estate Planning, Trusts, Saving your Home from a Nursing Bill

LEGL 015 (3 sessions)

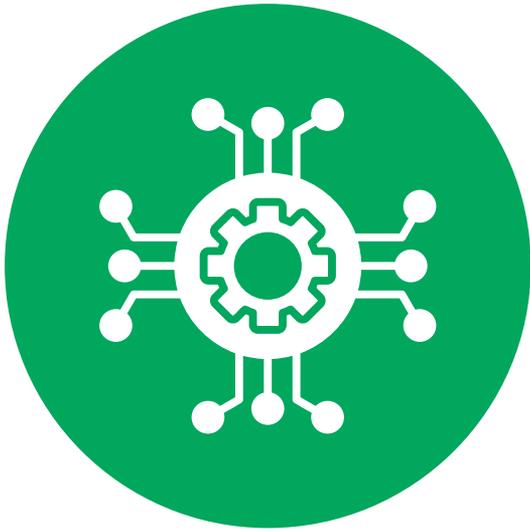
CRN 16838 SEC 51 Apr 11-25 Th 6:00 p.m.-7:00 p.m.

This session includes all topics: Core Estate Planning, De-Mystifying Trusts and Saving Home from Nursing Bill. This session allows you to register only if you decide to attend all three programs and pay the discounted price of \$90.
Fee: \$90.00

5 EASY WAYS TO REGISTER

- 1 **ONLINE**
hcc.edu/bce
- 2 **WALK-IN 8:30am-3:30pm**
Kittredge Center
2nd Floor, Lobby
- 3 **CALL**
413.552.2500
8:30 a.m.-3:30p.m.
- 4 **FAX**
413.552.2745
- 5 **MAIL**
Business & Community
Education - Kittredge Center-K211
303 Homestead Avenue
Holyoke, MA 01040





Tech Hub Provides Free Digital Skills and Technology

Tech Foundry, in partnership with Holyoke Community College, has opened the new Tech Hub at the HCC Picknelly Adult and Family Education Center, located at 206 Maple Street, Holyoke.

TECH HUB OFFERS:



- free services and classes
- digital skills training workshops
- walk-in IT support and troubleshooting
- Internet connectivity consultations
- computer distribution (free in limited quantities)

Tech Hub is a program of the Springfield-based nonprofit Tech Foundry, the regional leader in IT workforce development and training. Tech Hub was started in 2023 as part of a state-wide initiative of the Western Massachusetts Alliance for Digital Equity.

Tech Hub will be open noon to 6 p.m. on Tuesdays, Wednesdays, and Thursdays, with classes held from noon to 1 p.m. and 5-6 p.m.

Visit techhubmass.net to learn more, sign up for classes, and access Tech Hub help-desk support.

Help nurture your child's curiosity and creativity.

Check out BLACKROCKET online programming for youth aged 8 to 14.



START DATE

1/19/2024
1/20/2024
1/20/2024
1/22/2024
1/23/2024
2/20/2024
2/21/2024
3/1/2024
3/1/2024
3/2/2024
3/2/2024
3/19/2024
3/20/2024
3/25/2024
3/25/2024
4/1/2024
4/1/2024

COURSE

Minecraft Club
Beats and Jams: Digital Music Creators
Python Programmers
Minecraft Modders
3D Game Design with Unity
A.I. Adventures - Intro to Machine Learning
Minecraft Animators
Esports Gaming Club for Kids
Roblox Club
ROBLOX Makers
YouTube Content Creators
Video Game Animation
Make Your First Video Game!
ROBLOX Coders
YouTube FX Shorts
ROBLOX Coders
YouTube FX Shorts

START TIME

6:30 PM
10:30 AM
10:30 AM
5:00 PM
5:00 PM
5:00 PM
5:00 PM
7:30 PM
6:30 PM
10:30 AM
10:30 AM
5:00 PM
5:00 PM
1:30 PM
9:30 AM
9:30 AM
1:30 PM

Register here for online programs:
blackrocket.com/online/HOL



CERTIFICATES | DEGREES

CERTIFICATES

Accounting
Addiction Studies
Cannabis Cultivation Child Development
Clean Energy
Community Health Worker
Culinary Arts
Cyber Security
Deaf Studies
Developmental Disabilities Direct Support
Direct Care Worker
Graphic Design
Hospitality Management
Human Resource Management
Human Services
Infant/Toddler and/or Preschool Marketing
Medical Assistant
Medical Billing & Coding
Mental Health Studies Music Performance
Practical Nursing
Veterinary Assistant

HOLYOKE
COMMUNITY
COLLEGE

DEGREES

Accounting
Applied Technology
Behavioral Neuroscience Biology
Biotechnology
Business Administration Chemistry
Child and Family Studies
Clean Energy
Communication
Communication, Media & Theater Arts
Computer Science
Computer User Support
Creative Writing
Criminal Justice
Critical Social Thought
Culinary Arts
Cyber Security & Digital Forensics
Deaf Studies
Early Education and Care
Education - Elementary
Education - Secondary Engineering
English
Environmental Science
Foundations of Health Geoscience
Graphics
Hospitality Management
Human Resource Management Human Services
Information Technology
Latinx Studies
Liberal Arts and Science Marketing
Mathematics
Music
Natural Resources Nursing*
Physics
Psychology
Radiologic Technology*
Sociology
Sport Management
Theater Arts
University Without Walls Veterinary Technician* Visual Art

**Nursing, Practical Nursing, Radiologic Technology and Veterinary Technician programs have a competitive admission process and require attendance at a mandatory information session, offered each month. Check hcc.edu/explore for a listing of information sessions for your program of interest.*

CERTIFICADOS

Contabilidad
Estudios de Toxicomanía
Cultivo de Cannabis
Desarrollo Infantil
Energía Limpia
Trabajador de Salud Comunitaria
Artes Culinarias
Ciberseguridad
Estudios de la Sordera
Discapacidades del Desarrollo Apoyo Directo
Trabajador de Cuidado Directo
Diseño Gráfico
Gestión de Hotelería
Gestión de Recursos Humanos
Servicios Humanos
Bebé/Niño Pequeño y/o Preescuela
Mercadeo
Asistente Médico
Facturación y Codificación Médica
Estudios de Salud Mental
Interpretación Musical
Enfermería Práctica
Asistente de Veterinario

TÍTULOS

Contabilidad
Tecnología Aplicada
Neurociencia del Comportamiento
Biología
Biotecnología
Administración de Empresas Química
Estudios Infantiles y de Familia
Energía Limpia
Comunicación
Comunicación, los Medios y el Teatro
Informática
Asistencia al Usuario Informático
Escritura Creativa
Justicia Penal
Pensamiento Social Crítico
Artes Culinarias
Ciberseguridad y Análisis Forense Digital
Estudios de la Sordera
Cuidado y Educación Temprana
Educación - Primaria
Education - Secundaria Ingeniería
Inglés
Ciencias Ambientales
Fundamentos de la Salud Geociencia
Gráficos
Gestión de Hotelería
Gestión de Recursos Humanos Servicios
Humanos Tecnología Informáticay
Estudios Latinos
Artes Liberales y Ciencias Mercadeo
Matemáticas
Música
Recursos Naturales Enfermería*
Física
Psicología
Tecnología Radiológica* Sociología
Gestión Deportiva
Artes Teatrales
Universidad sin Barreras Técnico
Veterinarian*
Artes Plásticas

HOLYOKE
COMMUNITY
COLLEGE

**Los programas de enfermería, enfermería práctica, tecnología radiológica y técnico veterinario son competitivos y requieren la asistencia a una sesión de información obligatoria ofrecida cada mes.
Consulta hcc.edu/explore para la lista de sesiones de información sobre el programa que te interesa.*

CERTIFICADOS | TÍTULOS

Start your tech career with Upright technology bootcamps.

UX/UI Bootcamp:

Duration: 12 Weeks
Time Commitment:
Full-Time;
Mon - Fri 9 AM - 5 PM (EST)
Total Hours: 480
Cost: \$10,000

Job Titles: Product Designer, UX Designer, UX/UI Designer, Jr. UX/UI Designer, Marketing Coordinator, Project Coordinator, UX/UI Copywriter, Technical Operations Manager, Strategic Account Manager

The Opportunity: Immerse yourself in the world of UX/UI (product) design by learning the research methods and design practices used by industry professionals to change your career into a high-demand, high-growth, and high-paying industry. Obtain not only a technical and design education but also develop critical skills to obtain a successful and sustainable career! Our UX/UI graduates see an average salary increase of 30.75% upon graduation (\$12,300 on average).



Program Benefits: In addition

to learning skills that employers need for UX/UI candidates, our graduates are job-ready upon graduation with the assistance of our Career Services team. While in class, our students learn about the design industry, career pathways, the job market, and the job search process. They also receive a customized job search strategy and unlimited 1:1 career coaching. Alongside technical instruction and Career Services, students develop their interpersonal skills through collaboration. They work on a real-world project with a real company that further enhances their experience in speaking the industry language and building the skills necessary to contribute to a team effectively. Network weekly with guest speakers from the industry where we hear from different UX/UI designers, managers, and more!

What You Will Learn: User interface (UI) design is the process of creating the outward-facing appearance of a website or application, while the process of gathering research and using data to inform design decisions is referred to as user experience (UX) design. In this course, you learn both. Starting with the fundamentals, you will quickly advance through topics of increasing complexity, applying creative problem-solving skills to design and iterating on your designs based on research. You will learn how to defend your designs with data using the performance metrics you

create. Lastly, you will leave this course knowing how to clearly implement every step of the design process, from concept to full-scale design prototypes.

Software Development Ignition:

Duration: 10 Weeks
Time Commitment:
Part-Time;
Mon & Wed 6 PM - 9 PM (EST)
Total Hours: 60
Cost: \$4,000

The Opportunity: JavaScript Ignition is an introductory course perfect for anyone new to the field or just starting out. This course is designed for people who are interested in exploring coding as a career or for professionals who are already working in technology that will benefit from learning the practical and highly sought-after skills taught in this course.

Program Benefits: This course is a 10-week, 2 nights a week (6 hours a week), so it is very flexible for working adults looking to gain new coding skills. You will learn the foundations of software development in a completely virtual classroom setting.

What You Will Learn: JavaScript

Learn JavaScript programming, user interface (UI) design, or software development!

Ignition is a 10-week, part-time course hosted during the evenings twice per week. Each week you will learn a new concept that guides you through the basics of JavaScript programming to an intermediate level. Along the way, you will be working through projects of increasing complexity as you advance into your final project - a fully functioning web application. You will learn to code with JavaScript, functions, logics, input/output, data structures, the World Wide Web, client-side coding, server-side coding, and advanced layouts with CSS.

Software Development Bootcamp:

Duration: 12 Weeks
Time Commitment:
Full-Time;
Mon - Fri 9 AM - 5 PM (EST)
Total Hours: 480
Cost: \$10,000

Duration: 24 Weeks
Time Commitment:
Part-Time; Tues & Thurs 6 PM - 9 PM, Sunday 1 PM - 7 PM
Total Hours: 480
Cost: \$10,000

Job Titles: Web Developer, Software Engineer, Jr. Software Engineer, Jr. Web Developer, Customer Support Specialist, Customer Success Specialist, Software Developer, Software Support

Developer, Associate Developer

The Opportunity: There is no better time than now to jump into the world of software development! As the world becomes increasingly reliant on technology, the demand for programming skills is at an all-time high. Our grads see an average increase in salary of \$15,000 in their first job after graduation, and salaries only continue to grow from there. This program teaches the most widely used programming language in the world - JavaScript. Companies big and small, including Google, LinkedIn, Facebook, and Netflix all use JavaScript to power parts of their web applications.

Program Benefits: In addition to learning in-demand skills, our graduates are job-ready upon graduation with the assistance of our Career Services team. While in class, our students learn about the tech industry, career pathways, the job market, and the job search process, and receive a customized job search strategy and unlimited 1:1 career coaching. Alongside technical instruction and Career Services, students develop their interpersonal skills through collaboration, where they work on a real-world project with a real company that further enhances their experience in speaking the industry language and building the skills necessary to effectively contribute to a team. Network weekly with guest speakers from the tech industry where we hear from different software developers, web designers, and devel-

opment managers. See what code looks like in real technical environments, and discuss interviewing techniques, career pathways, and much more.

What You Will Learn: Over the course of 12 weeks, you will learn how to build, test, and deploy software applications using JavaScript on the client- and server-side of an application (front-end + back-end). Starting with fundamentals, you will quickly move into more complex programming concepts that are solidified through challenges, such as pair programming, weekly projects, lab exercises, and code reviews. The projects you create throughout the course will be used to build your portfolio which will serve as a showcase of your work and a valuable asset to your post-bootcamp job hunt. You will learn how to code with JavaScript, web design, responsive layout, client-side programming, server-side programming, React apps, and databases, plus several professional and soft skills from collaborating with teams and working with Career Services.



SUCCEED



We want you to have a successful start to your college career.

That's why we have so many programs and services designed to make your first year experience the best it can be. Think of them collectively as your college toolkit, with all the resources you need to succeed brilliantly.

What's included?

- New student orientation
- Academic advising
- Career exploration workshops
- Group and individual tutoring
- First year learning communities
- Resource Fairs
- Identity and special interest clubs

There's a place for you at HCC.

You're one of a kind, with your own interests, your own unique history. At HCC, we strive to create an inclusive, respectful and welcoming environment—a place where we can learn from our differences, where all members of our community feel valued.

Come find your place at HCC.



DREAM

LEARN

**START
WITH
SUCCESS**

At HCC, you'll find a multitude of ways to deepen your understanding of a subject, and a multitude of learning environments.

Ready for a challenge?

HONORS

Honors grads go to colleges and universities such as Amherst, Smith, Wellesley, Mount Holyoke, Cornell and Brandeis. Special benefit: Honors grads get automatic acceptance into honors programs at all Massachusetts state colleges and universities.

LEARNING COMMUNITIES

The name says it all. Team-taught, interdisciplinary courses that view one theme through multiple lenses. For example, "The Causes and Consequences of Hunger and Homelessness," taught by an English professor and an economics professor.



**HOLYOKE
COMMUNITY
COLLEGE**



Educate. Inspire. Connect.

Holyoke Community College aspires to be a college of academic excellence known for helping students overcome barriers to success.

Holyoke Community College offers top-tier Corporate and Professional Education, Personal Enrichment and Academic Programs.

Corporate and Professional Education

HCC offers a variety of classroom and online courses to help people develop skills to start a new career or enhance existing career skills. Earn a certificate, update industry credentials or start on a path toward a degree.

- **Business, Entrepreneurship, Leadership, Marketing and Team Building**
- **Computers and Technology**
- **Occupational Training**
- **Testing**
- **Customized Professional Development**

Personal Enrichment

Educational, inspirational, and fun courses to enhance skills, build hobbies or generally improve your personal life.

- **Arts, Music and Dance**
- **Baking and Cooking**
- **Health and Fitness**
- **Home and Garden**
- **Languages**
- **Life Long Learners**
- **Money and Investment**
- **Outdoor and Leisure**

ENROLLMENT FORM

QUESTIONS?

hcc.edu/bce
413.552.2500

NOTE:

Many courses fill fast. We suggest you register at least two weeks before class start date, or by registration deadline if noted.

If space is still available in a class, HCC can accept registration for most classes up to the business day before class starts.

How'd you hear about us?

Please check all that apply.

- On HCC's website
- Mailings about courses or programs
- Email
- Ad or story in newspaper/radio
- Received Community Education course bulletin...
 - in mail
 - on campus
- Social media
- Other (please indicate): _____

About you:

Last name:	First name:

Date of birth:	Phone:	Email:

Street address:

City:	State:	Zip code:

I have read and understand the refund policy, available at hcc.edu/bce:

Signature: _____

5 EASY WAYS TO REGISTER

- 1 **ONLINE**
hcc.edu/bce 
- 2 **WALK-IN 8:30am-3:30pm**
Kittredge Center
2nd Floor, Lobby
- 3 **CALL**
413.552.2500
8:30 a.m.–3:30p.m.
- 4 **FAX**
413.552.2745
- 5 **MAIL**
Business & Community Education – Kittredge Center-K211
303 Homestead Avenue
Holyoke, MA 01040

Class selections:

Course number:	CRN:	Course title:	Tuition:
Total:			

Payment:

We accept personal checks, money orders, MasterCard, Visa, and Discover. Complete all items below if you are charging a course or registering by fax. Please do not send cash.

<input type="checkbox"/> Visa	<input type="checkbox"/> Check	Card number: _____
<input type="checkbox"/> MasterCard	<input type="checkbox"/> Money Order	Expiration date: _____
<input type="checkbox"/> Discover		Signature: _____

We strongly encourage you to use a credit/debit card for your transactions, registrations by mail may be delayed.

2024 **SPRING @HCC**

Holyoke Community College
303 Homestead Avenue
Holyoke, MA 01040

NONPROFIT
ORGANIZATION
US POSTAGE PAID
SPRINGFIELD MA
PERMIT NO 228

Professional Development & Personal Enrichment Courses

Classes Begin in January 2024. Register Now at hcc.edu/bce

Questions? 413.552.2500

HOLYOKE
COMMUNITY
COLLEGE



Please Recycle
HCC uses multiple mailing
lists. If you receive a duplicate,
please share it with a friend.