

# Vernon College

## Continuing Education Locations

Vernon Campus  
4400 College Drive  
Vernon, TX 76384  
(940) 552-6291 ext. 2210  
FAX: (940) 553-1753  
email: [ce@vernoncollege.edu](mailto:ce@vernoncollege.edu)

Century City Center  
4105 Maplewood Avenue  
Wichita Falls, TX 76308  
(940) 696-8752 ext. 3213  
FAX: (940) 689-3871  
email: [ce@vernoncollege.edu](mailto:ce@vernoncollege.edu)

Skills Training Center  
2813 Central Expressway East  
Wichita Falls, TX 76302  
(940) 766-3369  
FAX: (940) 766-3419  
email: [ce@vernoncollege.edu](mailto:ce@vernoncollege.edu)

Vernon College Website:  
**[www.vernoncollege.edu/conted](http://www.vernoncollege.edu/conted)**

Regular Office Hours (Until May 9th):  
Monday – Thursday 8:00 a.m. – 5:00 p.m.  
Friday 8:00 a.m. – 12:00 noon

Summer Office Hours (May 12th through August 18th):  
Monday – Thursday 7:45 a.m. – 5:15 p.m.  
Closed Friday

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**Vernon College campuses will be closed  
on the following dates:**

Martin Luther King Holiday  
January 21<sup>st</sup>

Spring Break  
March 16-22<sup>nd</sup>

Easter Holiday  
March 24th

Memorial Day  
May 26<sup>th</sup>

**Office Hours**

**Monday- Thursday 8am-5pm**

**Friday 8am-12pm**

**Closed Saturday and Sunday**

# Career Development

Students will learn skills in choosing a career, budgeting, ethics, job search, and interview skills. Pre-employment training to enhance social and interpersonal skills, provides work-related life skills that a person needs to be successful in the world of work.

Date: 2/19-2/21 Day: TTh Time: 5:30pm-9:00pm  
Fee: \$20.00 Location: STC, RM 132 & CCC, TBA  
Hours: 7 Course ID: POFT 1006 W 202 072Q

Date: 4/15-4/17 Day: TTh Time: 5:30pm-9:00pm  
Fee: \$20.00 Location: STC, RM 132 & CCC, RM 503  
Hours: 7 Course ID: POFT 1006 W 301 073Q

Date: 5/13-5/15 Day: TTh Time: 5:30pm-9:00pm  
Fee: \$20.00 Location: STC, RM 132 & CCC, RM 503  
Hours: 7 Course ID: POFT 1006 W 302 073Q

# Child Development

## CHILD GUIDANCE AND DISCIPLINE

This class will provide a positive, non punitive technique for effective guidance and discipline. Students will be able to explain how guidance teaches young child autonomy and self-discipline, while promoting development of positive self concept and prosocial behaviors.

### Vernon

Date: 4/5 Day: Sa Time: 8:30am-3:30pm  
Fee: \$30 Location: VER TBA  
Hours: 7 Course ID: CDEC 1012 V 301 073Q

## CURRICULUM, ACTIVITIES FOR YOUNG CHILDREN: SPRINGTIME CRAFTS

These seminars will explore developmentally appropriate programs and learning activities. Students will be able to define and describe developmentally appropriate practices. The class objective is learning to plan and present appropriate learning activities for early childhood.

### Wichita Falls

Date: 2/9 Day: Sa Time: 8:30am-3:30pm  
Fee: \$30.00 Location: CCC, RM 702  
Hours: 7 Course ID: CDEC 1008 W 201 072Q

### Vernon

Date: 2/2 Day: Sa Time: 8:30am-3:30pm  
Fee: \$30.00 Location: Vernon, Faculty and Staff Lounge  
Hours: 7 Course ID: CDEC 1008 V 201 072Q

## ISSUES FOR EDUCATION PROFESSIONALS: DEALING WITH FAMILIES

This class is geared toward Early Care and Education Professionals. The class will provide coping strategies for dealing with families. Students will learn the basic laws of dealing with children and their families, and ways to report abuse or neglect they feel is an issue.

### Wichita Falls

Date: 3/29 Day: Sa Time: 8:30am-3:30pm  
Fee: \$30.00 Location: CCC, RM 702  
Hours: 7 Course ID: CDEC 1032 W 301 073Q

## **Basic Child Care Worker: Pre-Service**

Vernon College will be offering this course on  
**Saturday from 8:30am to 4:30pm.**

The course is the eight-hour PRE-SERVICE training required of all new employees in regulated child care facilities.

### **DON'T FORGET TO GET YOUR CPR AND FIRST AID TRAINING!**

CPR and First Aid is offered at Vernon College.

*Please call Vernon College at (940) 696-8752 ext 3213 or  
ext 2292 to find out more about this class.*

Vernon College offers Child Development continuing education classes at your location upon request. Curriculum can be determined by facility. Minimum number of students required. To schedule a class, contact Anne Patterson @ 940 552-6291 ext 2292 or 940 696-8752 ext 2292.



# Community Recreation

All memberships to the King Center and the Natatorium start on January 14, 2008 and will end on May 8, 2008. All persons with a Recreational membership will have access to the Gym and Weight Room Monday through Thursday from 8:00 am - 9:00 pm. Persons with a pool membership will have access to the pool Monday through Thursday from 12:00 pm – 9:00 pm. Members are allowed to bring one guest for a \$3 guest fee. Members will not be allowed to use the facilities during schedule class times. A schedule of these classes is available upon request.

<b>Ind. Recreation- Senior Adult</b>	<b>Fee: \$20</b>
Course ID: CEU 1003	
<b>Senior Adult Ind. Pool Membership</b>	<b>Fee: \$20</b>
Course ID: CEU 1011	
<b>Adult Pool Member</b>	<b>Fee: \$35</b>
Course ID: CEU 1006	
<b>Individual Recreation- 16 &amp; up</b>	<b>Fee: \$35</b>
Course ID: CEU 1000	
<b>Husband and Wife Recreation</b>	<b>Fee: \$50</b>
Course ID: CEU 1001	
<b>Family Pool Membership</b>	<b>Fee: \$60</b>
Course ID: CEU 1007	
<b>Combo Individual</b>	<b>Fee: \$60</b>
Course ID: CEU 1015	
<b>Combo Husband and Wife</b>	<b>Fee: \$75</b>
Course ID: CEU 1014	

## ARTHRITIC EXERCISE

This class is taught by a certified instructor from the National Arthritis Foundation. It is a great therapeutic exercise class for those with arthritic pain as well as back and joint pain. Students will need a doctor's note stating his/her recommendation to enroll in the class.

*\*A free pool membership is included in the tuition. See Comm. Rec. for details*

### Vernon

Date: 1/14 – 3/10 Day: M T Th Time: 4:00pm-5:00pm  
 Fee: \$45.00 Location: King Gym Pool  
 Hours: 25 Course ID: CEU 1142 V 201 072Q

Date: 3/25 – 5/8 Day: M T Th Time: 4:00pm-5:00pm  
 Fee: \$40.00 Location: King Gym Pool  
 Hours: 20 Course ID: CEU 1142 V 301 073Q

*Be a "Loser" this Spring!  
 Enroll in a Fitness class!*

## WATER AEROBICS

This class is designed for exercise in a less strenuous way. It is a great workout for any age.

*\*A free pool membership is included in the tuition. See Comm. Rec. for details*

### Vernon

Date: 1/14 – 3/10 Day: MTh Time: 5:15pm-6:15pm  
 Fee: \$55.00 Location: Vernon, King Gym  
 Hours: 16 Course ID: CEU 0731 V 201 072Q

Date: 3/25 – 5/8 Day: MTh Time: 5:15pm-6:15pm  
 Fee: \$50.00 Location: Vernon, King Gym  
 Hours: 20 Course ID: CEU 0731 V 301 073Q

## STEP AEROBICS

This is a mixed level step aerobics class designed for all. Steps and hand weights will be provided.

### Vernon

Date: 1/15 – 3/6 Day: T Th Time: 6:00pm-7:00pm  
 Fee: \$30 Location: Vernon, RM 501  
 Hours: 16 Course ID: CEU 0119 V 201 072Q

Date: 3/11 – 5/8 Day: T Th Time: 6:00pm-7:00pm  
 Fee: \$30 Location: Vernon, RM 501  
 Hours: 16 Course ID: CEU 0119 V 301 073Q

## SWIMMING FOR FITNESS

Learn from an Olympic swimmer and swim coach the proper techniques to perform all strokes for an optimal swimming workout. All students should know how to generally swim, but all levels of *swimmers* will be accommodated. Make swimming part of your healthy lifestyle today.

### Vernon

Date: 4/14 -4/24 Day: M T Th Time: 7:00pm-8:00pm  
 Fee: \$30 Location: Vernon, RM 501  
 Hours: 6 Course ID: CEU 0291 V 301 073Q



Continuing Education  
 Spring 2008

Course Location: CCC- Century City, Wichita Falls; STC- Skills Training Center, Wichita Falls; Vernon, Vernon Campus  
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## INFANT AND TODDLER / MOMMY & ME SWIMMING

The Infant/Toddler / Mommy & Me Swimming program is an aquatic program that promotes water safety knowledge and practices, aquatic adjustment, and a safe and enjoyable time for both parent and child. The program is intended to develop a comfort level in and around the water, as well as, a readiness to learn to swim. Infants and toddlers will benefit from experience in the water, socialization, and parental involvement as part of this class.

### Vernon

Date: 2/25 – 3/6 Day: M T Th Time: 3:45pm-4:15pm  
Fee: \$25.00 Location: King Gym Pool  
Hours: 3 Course ID: CEU 1344 V 201 072Q

Date: 4/28 – 5/8 Day: M T Th Time: 6:15pm-6:45pm  
Fee: \$25.00 Location: King Gym Pool  
Hours: 3 Course ID: CEU 1344 V 301 073Q

## SWIMMING LESSONS

The Swimming Lesson program is an aquatic program that promotes water safety knowledge and practices. The program is intended to develop a comfort level in and around the water, as well as, promote swimming ability.

*Beginning Lessons begin on March 31<sup>st</sup>  
Intermediate Lessons begin on April 14<sup>th</sup>*

The instructor will test the children to ensure they are in the appropriate level. If changes must be made because a child is not suitable for that level a refund will be given.

### Vernon

Date: 3/31 – 4/10 Day: M T Th Time: 6:15pm-7:00pm  
Fee: \$30.00 Location: King Gym Pool  
Hours: 4.5 Course ID: CEU 1345 V 301 073Q

Date: 4/14 – 4/24 Day: M T Th Time: 6:15pm-7:00pm  
Fee: \$30.00 Location: King Gym Pool  
Hours: 4.5 Course ID: CEU 1346 V 301 073Q

## PRE-LIFEGUARD QUALIFICATION



This course consists of testing to determine whether a student is a candidate for Lifeguard Training. If the student does not pass the required tests, they will receive a refund for the Lifeguard Training portion of the class. Students are required to register for pre-certification and lifeguard training to be taken together.

Date: 3/28 Day: F Time: 6:00pm-10:00pm  
Fee: \$25.00 Location: Vernon, King Gym Pool  
Hours: 4 Course ID: CEU 2011 V 301 073Q

Date: 4/25 Day: F Time: 6:00pm-10:00pm  
Fee: \$25.00 Location: Vernon, King Gym Pool  
Hours: 4 Course ID: CEU 2011 V 302 073Q

## LIFEGUARD TRAINING



This course teaches lifeguard candidates the skills and knowledge needed to prevent and respond to aquatic emergencies. The course content and activities prepare candidates to recognize and respond quickly and effectively to emergencies, and prevent drowning and injuries. Students must be 15 years or older to enroll and must pass the pre-lifeguard certification to attend.

Date: 3/29-4/6 Day: FSaSu Time: F 6:00pm-10:00pm

Fee: \$175.00 Location: Vernon, King Gym Pool  
Hours: 36 Course ID: FITT 1045 V 301 073Q

Date: 4/26-5/4 Day: FSaSu Time: F 6:00pm-10:00pm

Fee: \$175.00 Location: Vernon, King Gym Pool  
Hours: 36 Course ID: FITT 1045 V 301 063Q

# Computers

## BEGINNING COMPUTERS MICROSOFT XP

This course is designed for new and beginning users. Students enrolled in this course will learn major components of the computer; how to properly use the mouse; create, copy, and delete files; enter and edit data; run programs. Students will have the opportunity to discuss personal computing questions.

### Wichita Falls

Date: 1/14-2/6 Day: MW Time: 7:00pm-9:00pm  
Fee: \$60.00 Location: STC, RM 131  
Hours: 14 Course ID: ITSC 1012 S 201 072Q

- No class on Monday 1/21

### Vernon

Date: 1/15-2/7 Day: TTh Time: 6:00pm-8:00pm  
Fee: \$60.00 Location: Vernon, RM 300  
Hours: 16 Course ID: ITSC 1012 V 201 072Q

## MICROSOFT OFFICE 2003 WORD I

In this course students will learn word processing terminology, editing functions, formatting, and special text options. They will be able to create, format, and edit basic business documents.

### Wichita Falls

Date: 2/2-2/9 Day: Sa Time: 8:00am-1:00pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: POFI 1024 S 202 072Q

Date: 4/7-4/16 Day: MW Time: 7:00pm-9:30pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: POFI 1024 S 301 073Q

### Continuing Education Spring 2008

Course Location: CCC- Century City, Wichita Falls; STC- Skills Training Center, Wichita Falls; Vernon, Vernon Campus

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**Vernon**

Date: 2/19-2/28 Day: TTh Time: 6:00pm-8:30pm  
Fee: \$45.00 Location: Vernon, RM 300  
Hours: 10 Course ID: POFI 1024 V 201 072Q

Date: 4/12 Day: Sa Time: 8:00am-5:00pm  
Fee: \$45.00 Location: Vernon, RM 300  
Hours: 8 Course ID: POFI 1024 V 301 073Q

**MICROSOFT OFFICE 2007 WORD I**

This course provides an easy to understand, hands-on approach to document creation and provides a user-friendly method for developing a solid foundation in Word skills. Also will cover the new design and features of Office 2007.

**Wichita Falls**

Date: 2/16-2/23 Day: Sa Time: 8:00am-1:00pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: POFI 1024 S 203 072Q

Date: 4/8-4/17 Day: TTh Time: 6:00pm-8:30pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: POFI 1024 S 302 073Q

**Vernon**

Date: 3/4-3/13 Day: TTh Time: 6:00pm-8:30pm  
Fee: \$45.00 Location: Vernon, RM 300  
Hours: 10 Course ID: POFI 1024 V 302 073Q

Date: 4/19 Day: Sa Time: 8:00am-5:00pm  
Fee: \$45.00 Location: Vernon, RM 300  
Hours: 8 Course ID: POFI 1024 V 303 073Q

**MICROSOFT 2003 EXCEL I**

Excel is a spreadsheet program aimed at the organization and calculation of finances, billing and other business related documents. Constructing simple worksheets, using formulas and functions, formatting cell contents, working with dates, and developing charts, students will acquire skills necessary for today's workforce.

**Wichita Falls**

Date: 2/25-3/5 Day: MW Time: 7:00pm-9:30pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: ITSW 1022 S 301 073Q

Date: 4/19-4/26 Day: Sa Time: 8:00am-1:00pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: ITSW 1022 S 302 073Q

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**Vernon**

Date: 3/1 Day: Sa Time: 8:00am-5:00pm  
Fee: \$45.00 Location: Vernon, RM 300  
Hours: 8 Course ID: ITSW 1022 V 301 073Q

Date: 4/22-5/1 Day: TTh Time: 6:00pm-8:30pm  
Fee: \$45.00 Location: Vernon, RM 300  
Hours: 10 Course ID: ITSW 1022 V 302 073Q

**MICROSOFT 2007 EXCEL I**

Excel is a spreadsheet program aimed at the organization and calculation of finances, billing and other business related documents. Constructing simple worksheets, using formulas and functions, formatting cell contents, working with dates, and developing charts, students will acquire skills necessary for today's workforce. Also will cover the new design and features of Office 2007.

**Wichita Falls**

Date: 2/26-3/6 Day: TTh Time: 6:00pm-8:30pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: ITSW 1022 S 303 073Q

Date: 5/3-5/10 Day: Sa Time: 8:00am-1:00pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: ITSW 1022 S 304 073Q

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**Vernon**

Date: 3/8 Day: Sa Time: 8:00am-5:00pm  
Fee: \$45.00 Location: Vernon, RM 428  
Hours: 8 Course ID: ITSW 1022 V 303 073Q

Date: 4/28-5/7 Day: MW Time: 6:00pm-8:30pm  
Fee: \$45.00 Location: Vernon, RM 428  
Hours: 10 Course ID: ITSW 1022 V 304 073Q

**MICROSOFT OFFICE 2003 POWERPOINT I**

PowerPoint is versatile tool designed for displaying and presenting a variety of work related information. Students will learn to design individual slides and to create and deliver professional presentations.

**Wichita Falls**

Date: 3/1-3/8 Day: Sa Time: 8:00am-1:00pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: ITSW 1037 S 301 073Q

Date: 4/21-4/30 Day: MW Time: 7:00pm-9:30pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: ITSW 1037 S 302 073Q

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**Vernon**

Date: 4/1-4/10 Day: TTh Time: 6:00pm-8:30pm  
Fee: \$45.00 Location: Vernon, RM 300  
Hours: 10 Course ID: ITSW 1037 V 301 073Q

Date: 5/3 Day: Sa Time: 8:00am-5:00pm  
Fee: \$45.00 Location: Vernon, RM 300  
Hours: 8 Course ID: ITSW 1037 V 302 073Q

## MICROSOFT OFFICE 2007 POWERPOINT I

PowerPoint is versatile tool designed for displaying and presenting a variety of work related information. Students will learn to design individual slides and to create and deliver professional presentations. Also will cover the new design and features of Office 2007.

### Wichita Falls

Date: 3/8-3/15 Day: Sa Time: 8:00am-1:00pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: ITSW 1037 S 303 073Q

Date: 4/22-5/1 Day: TTh Time: 6:00pm-8:30pm  
Fee: \$45.00 Location: STC, RM 131  
Hours: 10 Course ID: ITSW 1037 S 304 073Q

### Vernon

Date: 3/31-4/9 Day: MW Time: 6:00pm-8:30pm  
Fee: \$45.00 Location: Vernon, RM 428  
Hours: 10 Course ID: ITSW 1037 V 303 073Q

Date: 5/10 Day: Sa Time: 8:00am-5:00pm  
Fee: \$45.00 Location: Vernon, RM 300  
Hours: 8 Course ID: ITSW 1037 V 304 073Q

## **ATTENTION GRAHAM STUDENTS:**

Vernon College is please to offer computer classes in Graham. These classes may include Beginning Computers, Word I, Excel I and PowerPoint. If you are interested in taking short computer courses please contact Tina Baker @ Vernon College 940-696-8752 ext 3214. Classes will be held at the Graham Education Workforce Center located at 928 Cherry Street.

Text Books for the classes are available at the Century City Bookstore 940-696-8752 ext 3218

There will be a facility usage fee payable to Graham Workforce Education Center and will be due at the time of enrollment. Payment must be made by cashier's check or money order for the facility fee. (Fees are subject to change per GEWC)

# *Defensive Driving*

## DEFENSIVE DRIVING COURSE

This is a 6 hour course approved by the Texas Department of Transportation. This course may be used to satisfy speeding ticket obligations or lower insurance cost. The National Traffic Safety Institute and TEA policies and procedures are followed and certificates for ticket dismissal are issued by them.

*Students arriving late will not be allowed into class.*

### Wichita Falls

Date: 1/12 Day: Sa Time: 9:00am-4:00pm  
Fee: \$30.00 Location: CCC, RM 304  
Hours: 6 Course ID: CEU 0106 W 202 072Q

Date: 2/9 Day: Sa Time: 9:00am-4:00pm  
Fee: \$30.00 Location: CCC, RM 304  
Hours: 6 Course ID: CEU 0106 W 203 072Q

Date: 3/8 Day: Sa Time: 9:00am-4:00pm  
Fee: \$30.00 Location: CCC, RM 304  
Hours: 6 Course ID: CEU 0106 W 301 073Q

Date: 4/12 Day: Sa Time: 9:00am-4:00pm  
Fee: \$30.00 Location: CCC, RM 304  
Hours: 6 Course ID: CEU 0106 W 302 073Q

Date: 5/10 Day: Sa Time: 9:00am-4:00pm  
Fee: \$30.00 Location: CCC, RM 304  
Hours: 6 Course ID: CEU 0106 W 303 073Q

### Vernon

Date: 1/19 Day: Sa Time: 9:00am-4:00pm  
Fee: \$30.00 Location: VER, RM 408  
Hours: 6 Course ID: CEU 0106 V 201 072Q

Date: 2/16 Day: Sa Time: 9:00am-4:00pm  
Fee: \$30.00 Location: Vernon, RM 408  
Hours: 6 Course ID: CEU 0106 V 202 072Q

Date: 3/8 Day: Sa Time: 9:00am-4:00pm  
Fee: \$30.00 Location: Vernon, RM 408  
Hours: 6 Course ID: CEU 0106 V 301 073Q

Date: 4/12 Day: Sa Time: 9:00am-4:00pm  
Fee: \$30.00 Location: Vernon, RM 418  
Hours: 6 Course ID: CEU 0106 V 302 073Q

Date: 5/17 Day: Sa Time: 9:00am-4:00pm  
Fee: \$30.00 Location: Vernon, RM 418  
Hours: 6 Course ID: CEU 0106 V 303 073Q

**Don't see what you are looking for?  
Call our staff to see if we can help!**

Continuing Education  
Spring 2008

Course Location: CCC- Century City, Wichita Falls; STC- Skills Training Center, Wichita Falls; Vernon, Vernon Campus  
[www.vernoncollege.edu](http://www.vernoncollege.edu)

# DWI Programs

## DWI EDUCATION PROGRAM

This is a 12 hour DWI course. To register for this program a student must register in person to fill out necessary paperwork. This paperwork takes approximately 45 minutes to complete. (Please bring your cause number when you come to register.)

### Wichita Falls:

Date: 1/12 – 1/26 Day: Sa Time: 8:00am-12:00pm  
Fee: \$80.00 Location: STC, RM 200  
Hours: 12 Course ID: CEU 0319 S 202 072Q

Date: 2/4 – 2/18 Day: M Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: STC, RM 200  
Hours: 12 Course ID: CEU 0319 S 203 072Q

Date: 3/1 – 3/15 Day: Sa Time: 8:00am-12:00pm  
Fee: \$80.00 Location: STC, RM 200  
Hours: 12 Course ID: CEU 0319 S 301 073Q

Date: 4/7 – 4/21 Day: M Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: STC, RM 200  
Hours: 12 Course ID: CEU 0319 S 302 073Q

Date: 5/3 – 5/17 Day: Sa Time: 8:00am-12:00pm  
Fee: \$80.00 Location: STC, RM 200  
Hours: 12 Course ID: CEU 0319 S 303 073Q

### Vernon

Date: 2/5 – 2/19 Day: T Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: Vernon, RM 408  
Hours: 12 Course ID: CEU 0319 V 201 072Q

Date: 4/5 – 4/19 Day: Sa Time: 8:00am-12:00pm  
Fee: \$80.00 Location: Vernon, RM 408  
Hours: 12 Course ID: CEU 0319 V 301 073Q

## DWI INTERVENTION PROGRAM

This court ordered 45 hour course is designed for DWI repeat offenders.

### Wichita Falls

Date: 1/16 – 3/5 Day: WTh Time: 6:30pm-9:30pm  
Fee: \$200.00 Location: STC, RM 200  
Hours: 45 Course ID: CEU 0156 S 201 072Q

Date: 3/26 - 5/14 Day: WTh Time: 6:30pm-9:30pm  
Fee: \$200.00 Location: STC, RM 200  
Hours: 45 Course ID: CEU 0156 S 301 073Q

To register for DWI classes students must arrive one hour before the office closes. Please bring Cause #.  
Office hours are Monday - Thursday 8am-5pm, and Friday 8am-12 noon

## Business and Corporate Defensive Driving



Does your business or corporation employs drivers such as: salespersons, delivery personnel, repair and maintenance employees who make home and business calls, truck drivers, taxi drivers, police, fire, and emergency officers? Defensive driving is a learned skill that all professional drivers must know and practice. Most importantly, this defensive driving training will help your employees learn how to be safe drivers, and perhaps even save a life.

Vernon College's defensive driving workshops can be taught at your company's location or at any VC center depending on your individual needs.

Defensive Driving is approved by the Texas Education Agency. The six hour course is offered through the National Traffic Safety Institute (NTSI) and Vernon College. Our goal as a defensive driving provider is to help your employees protect themselves on the road.

All students enrolled in the Defensive driving and the DWI programs must arrive on time to classes. Late students will not be allowed into class. These students will not be issued refunds. Please make sure you are aware of your course location.

# Health Occupations

## CERTIFIED NURSE AIDE

Preparation for entry level nursing assistants to achieve a level of knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities. Topics include resident's rights, communication, safety, observation, reporting, and assisting residents in maintaining basic comfort and safety. Emphasis on effective interaction with members of the health care team. (See shot record requirements on page 11)

### Requirements:

- Minimum age 16 and no criminal convictions or probation
- Present: SS card, valid photo ID, and updated shot records upon enrollment
- Must lift and move residents with no physical restrictions
- Must complete 75 hours of 84 hour course, 24 clinical hours

### Wichita Falls

Date: 1/14-4/14 Day: MW Time: 2:00 pm- 6:00pm  
Fee: \$315.00 Location: CCC, RM 204  
Hours: 84 Course ID: NURA 1001 W 201 072Q

- No class 1/21, 3/17, 3/19, and 3/24

Date: 2/5-4/22 Day: TTh Time: 6:00pm-10:00pm  
Fee: \$315.00 Location: CCC, RM 204  
Hours: 84 Course ID: NURA 1001 W 202 072Q

- No classes 3/18, 3/20

Date: 4/16-6/30 Day: TTh Time: 1:00pm-5:00pm  
Fee: \$315.00 Location: CCC, RM 204  
Hours: 84 Course ID: NURA 1001 W 301 073Q

- No classes 5/26

### Vernon

Date: 1/15-4/1 Day: TTh Time: 6:00pm-10:00pm  
Fee: \$315.00 Location: Vernon, TBA  
Hours: 84 Course ID: NURA 1001 V 201 072Q

\*Class will start when 6 students are completely registered.

\* No class 3/18, 3/20

### Munday

Date: TBA Day: TTh Time: TBA  
Fee: \$315.00 Location: Brazos Valley Care Center  
Hours: 84 Course ID: NURA 1001 M

- Class will start when 6 students are completely registered.

## CERTIFIED MEDICATION AIDE

Instruction in preparation and administration of designated medications by non-licensed nursing personnel employed in licensed health care agencies including the responsibilities associated with such administration. Students will be able to identify the Texas Department of Aging and Disability Services guidelines for non-licensed nursing personnel employed in licensed health care agencies regarding the roles and responsibilities associated with medication administration.

### Requirements:

- Minimum age 18 and no criminal convictions or probation
- No illegal drug use
- High school diploma or GED (evaluated if not in English)
- Present updated shot record upon enrollment
- Employed on the first day of class by a nursing home as a Certified Nurse Aide, currently on the Texas Nurse Aide Registry, in a skilled Medicare or Medicaid facility or
- Employed on the first day of class as a non-licensed direct-care staff person of a State School, Personal Care Home, MHMR program, or Correctional facility for 90 days of continuous employment within the last 12 months of the class starting.

Date: 1/ 8 -5/15 Day: TWTh Time: 3:00pm-6:00pm  
Fee: \$504.00 Location: CCC, RM 205  
Vernon, RM 423 TW and 425 Th  
Archer City High School  
Hours 144 Course ID: NURA 1013 W 201 072Q  
NURA 1013 V 201 072Q  
NURA 1013 A 201 072Q

Classes will be offered in Archer City and Vernon via ITV minimum of 2 students per location. Outlying areas must come several times to Wichita Falls during semester for lab return demonstrations and final exam.

- No classes 1/21, 3/17, 3/18, 3/20

## CERTIFIED MEDICATION AIDE UPDATE

Intensive training in an identified pertinent area(s) to meet continuing education and/or review/update requirements associated with professional licensure or certification.

### Wichita Falls

Date: 1/19 Day: Sa Time: 9:00am-5:00pm  
Fee: \$40 Location: CCC, RM 203  
Hours 7 Course ID: NURA 1041 W 201 072Q

### Continuing Education Spring 2008

Course Location: CCC- Century City, Wichita Falls; STC- Skills Training Center, Wichita Falls; Vernon, Vernon Campus

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Date: 4/12 Day: Sa Time: 9:00am-5:00pm  
Fee: \$40 Location: CCC, RM 203  
Hours 7 Course ID: NURA 1041 W 301 073Q

### CPR BASIC LIFE SUPPORT

Lifesaving skills of respiratory (choking and near-drowning) and cardiac emergencies involving adults, children, and infants. Certified by the American Heart Association.

#### Wichita Falls

Date: 1/12 Day: Sa Time: 9:00am-5:00pm  
Fee: \$45.00 Location: CCC, RM 305  
Hours: 7 Course ID: EMSP 1019 W 201 072Q

Date: 2/9 Day: Sa Time: 9:00am-5:00pm  
Fee: \$45.00 Location: CCC, RM 305  
Hours: 7 Course ID: EMSP 1019 W 202 072Q

Date: 3/8 Day: Sa Time: 9:00am-5:00pm  
Fee: \$45.00 Location: CCC, RM 305  
Hours: 7 Course ID: EMSP 1019 W 301 073Q

Date: 4/12 Day: Sa Time: 9:00am-5:00pm  
Fee: \$45.00 Location: CCC, RM 305  
Hours: 7 Course ID: EMSP 1019 W 302 073Q

Date: 5/10 Day: Sa Time: 9:00am-5:00pm  
Fee: \$45.00 Location: CCC, RM 305  
Hours: 7 Course ID: EMSP 1019 W 303 073Q

### IV THERAPY- THEORY AND TECHNIQUES

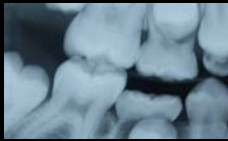
This course is the basic theory and techniques of venipuncture, intravenous infusions, and specimen collection. Emphasis on fluids, electrolytes, blood, blood products, hyperalimentation, venous system physiology, lipids, and local and systemic complications. (Must be LVN or healthcare professional)

*Supplies: Must bring \$20.00 for supply kit to class.*

#### Wichita Falls

Date: TBA Day: M Time: 8:00am-5:00pm  
Fee: \$45.00 Location: CCC, RM 203  
Hours: 8 Course ID: VNSG 1039 W

## DENTAL ASSISTING



Be sure to get ready for fall. Pre Requisites include:

**Updated shot record**  
**Dental Exam within the past 6 months**  
**Current CPR card**  
**Physical**

**Call the Continuing Education for more information.**  
**940 696 8752 ext 3213**

### LONG TERM CARE ACTIVITY DIRECTING I AND II

This course, when combined with "Long Term Care Activity Directing II" and "Practicum-Gerontology"(included in LCTD II) meets the State requirements to be qualified as an activity director in Texas. Discuss the history and regulatory requirements for recreation activity services in long term care settings; apply principles of communication, advocacy, and ethics to recreation activity service delivery and volunteer management; demonstrate knowledge of life span development; and demonstrate proper assessment of client needs.

#### LTC D I:

Date: 1/14-2/25 Day: MW Time: 6:00pm-10:00pm  
Fee: \$146.00 Location: CCC, RM 920  
Hours: 88 Course ID: GERS 1004 W 201 072Q

#### LTC D II:

Date: 2/27-4/30 Day: MW Time: 6:00pm-10:00pm  
Fee: \$146.00 Location: CCC, RM 920  
Hours: 88 Course ID: GERS 1007 W 301 073Q

**\*No class 1/21, 3/17, 3/19, 3/24**

### LONG TERM CARE ACTIVITY DIRECTING UPDATE

Overview of current information pertinent to skills, theory, psychology, and record keeping. Describes the revisions to the state record keeping system as they apply to the activity director and define all changes in law related to nursing home activity directors.

Date: 1/23 Day: W Time: 8:30am-4:30pm  
Fee: \$10.00 Location: CCC, RM 201  
Hours: 7 Course ID: GERS 1055 W 201 072Q

Date: 4/23 Day: W Time: 8:30am-4:30pm  
Fee: \$10.00 Location: CCC, RM 201  
Hours: 7 Course ID: GERS 1055 W 201 072Q

### MH/MR SERVICES TECHNICIAN

This course is designed to prepare the student to enter the field of mental health services as an entry level technician. Topics covered will be the philosophy, goals and organizational practices of the Texas MHMR system; client rights; behavior identification; personal safety; prevention of abuse and neglect and more. Outline history and development of Texas MHMR system; list and define at least five principles of ethics as related to mental health and mental retardation; and relate procedures related to abuse and neglect.

#### Wichita Falls

Date: 1/7-1/30 Day: MW Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: NTSB  
Hours: 32 Course ID: PMHS 1005 W 201 072Q

- **Classes will meet 1/21**

Continuing Education  
Spring 2008

Course Location: CCC- Century City, Wichita Falls; STC- Skills Training Center, Wichita Falls; Vernon, Vernon Campus  
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Date: 2/4-2/27 Day: MW Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: NTSH  
Hours: 32 Course ID: PMHS 1005 W 202 072Q

Date: 3/3-3/31 Day: MW Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: NTSH  
Hours: 32 Course ID: PMHS 1005 W 301 073Q

- **No class on 3/24**

Date: 4/7-4/30 Day: MW Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: NTSH  
Hours: 32 Course ID: PMHS 1005 W 302 073Q

Date: 5/5-5/28 Day: MW Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: NTSH  
Hours: 32 Course ID: PMHS 1005 W 303 073Q

- **Classes will meet 5/26**

#### Vernon

Date: 1/7-1/30 Day: MW Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: NTSH  
Hours: 32 Course ID: PMHS 1005 V 201 072Q

- **Classes will meet 1/21**

Date: 2/4-2/27 Day: MW Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: NTSH  
Hours: 32 Course ID: PMHS 1005 V 202 072Q

Date: 3/3-3/31 Day: MW Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: NTSH  
Hours: 32 Course ID: PMHS 1005 V 301 073Q

- **No class on 3/24**

Date: 4/7-4/30 Day: MW Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: NTSH  
Hours: 32 Course ID: PMHS 1005 V 302 073Q

Date: 5/5-5/28 Day: MW Time: 6:00pm-10:00pm  
Fee: \$80.00 Location: NTSH  
Hours: 32 Course ID: PMHS 1005 V 303 073Q

- **Classes will meet 5/26**

### **NURSING ENTRANCE TEST PREP**

This course is designed for students preparing for the Nursing Entrance Test. Students will review skills in basic math, English, and study skills.

#### Wichita Falls

Date: 1/12 Day: Sa Time: 2:30pm-6:30pm  
Fee: \$25.00 Location: CCC, RM 204  
Hours: 4 Course ID: CEW 1123 W 201 072Q

Date: 2/9 Day: Sa Time: 2:30pm-6:30pm  
Fee: \$25.00 Location: CCC, RM 204  
Hours: 4 Course ID: CEW 1123 W 202 072Q

Date: 3/8 Day: Sa Time: 2:30pm-6:30pm  
Fee: \$25.00 Location: CCC, RM 204  
Hours: 4 Course ID: CEW 1123 W 301 073Q

Date: 4/12 Day: Sa Time: 2:30pm-6:30pm  
Fee: \$25.00 Location: CCC, RM 204  
Hours: 4 Course ID: CEW 1123 W 302 073Q

Date: 5/10 Day: Sa Time: 2:30pm-6:30pm  
Fee: \$25.00 Location: CCC, RM 204  
Hours: 4 Course ID: CEW 1123 W 303 073Q

### **NURSING RE-ENTRY**

The Nursing Re-Entry program is designed for RNs and LVNs to take a refresher course to either get back into the nursing workforce or get their expired license back. There are three components to this course: the online portion, 24 hours of skills lab, and 80 hours of clinical training at URHCS.

#### **Requirements:**

Must be a Licensed RN/LVN or RN/LVN with expired license

Must present updated shot record upon enrollment (list of shots need on page 12)

Current CPR card

#### ***RN and LVN Re-Entry (Online)***

Date: 1/7-2/22 Day: TBA Time: TBA  
Fee: \$305.00 Location: Online  
Hours: 128 Course ID: RNSG 1006 W 291 072Q  
VNSG 2033 W 291 072Q

#### ***RN and LVN Re-Entry Clinical***

Date: 2/25-4/18 Day: TBA Time: TBA  
Fee: \$95 Location: United Regional Health Care  
Hours: 80 Course ID: RNSG 1060 W 201 072Q  
VNSG 1060 W 201 072Q

### **PHLEBOTOMY CERTIFICATION**

The Phlebotomy Certification program is a marketable skills program that generates an institutional certificate. Upon completion of Phlebotomy I & II, you will have the opportunity to take a national certification exam. These courses provide skill development in the performance of a variety of blood collection methods using proper techniques and universal precautions.

#### **Requirements:**

Minimum age 18, high school diploma or GED

No felony convictions

Must present updated shot records upon enrollment

Good hygiene and health

No artificial/sculptured nails or nail tips

#### Wichita Falls

#### ***Phlebotomy Certification I***

Date: 1/7-2/13 Day: MW Time: 6:00pm-9:00pm  
Fee: \$160.00 Location: CCC, RM 204  
Hours: 33 Course ID: PLAB 1023 W 201 072Q

- **No class 1/21**

#### ***Phlebotomy Certification II***

Date: 2/18-5/21 Day: MW Time: 6:00pm-10:00pm  
Fee: \$395.00 Location: CCC, RM 204  
Hours: 160 Course ID: PLAB 1060 W 201 072Q

#### **Continuing Education Spring 2008**

Course Location: CCC- Century City, Wichita Falls; STC- Skills Training Center, Wichita Falls; Vernon, Vernon Campus

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## SHOT RECORDS REQUIRED

### MUST PROVIDE SHOT RECORDS UPON ENROLLMENT

If you don't have your shot records, or shots need updating, see the Wichita Health Department, 1700 Third Street, 761-7841 (sliding scale, usually \$0 to \$10). One visit for Tetanus/diphtheria. Two visits 30 days apart for MMR. Two visits up to 72 hours apart for TB test. Hepatitis B will cost \$35.00/per vaccination. (Series of 3)

1. Tetanus/diphtheria (TD)- One dose of TD vaccine within the past 10 years good through the end of class.
2. MMR-  
Measles- Students who were born on or after January 1, 1957 must show proof of either two (2) doses of measles vaccine administered on or after their 1st birthday and at least 30 days apart; or at least one (1) dose of measles vaccine administered on or after their 1st birthday, must be received by students enrolled in nursing courses prior to direct patient contact and completion of the measles requirement must be accomplished as rapidly as is medically feasible; or immunity to measles (Physician-validated history or serologic confirmation).  
Mumps All students born after January 1, 1957: One dose of mumps vaccine administered on or after their first birthday, or immunity to mumps as verified by a physician-validated history, or serologic confirmation.  
Rubella One dose of rubella vaccine administered on or after the first birthday, or serologic confirmation of rubella immunity.
3. Tuberculosis test- TB test is to be taken within 6 months prior to class; results must be read and recorded on shot record.
4. Varicella - All students must show prior to patient contact proof of either one (1) dose of varicella vaccine after their 1st birthday; or if the vaccine was received prior to the 13th birthday, two (2) doses of varicella immunity, or history of varicella (chicken pox) illness validated by student, student's parents or physician.
5. Hepatitis B- All students are required to receive three doses of Hepatitis B vaccination

Exclusions – Medical, Religious, Military: Persons submitting a signed affidavit from a licensed physician stating immunizations would be injurious to person's health (exclusion valid for one year); or from parents or legal guardians (if person is a minor) stating immunizations would conflict with the tenets of a recognized church or religious denomination of which the person is a member (exclusion not valid during times of emergency or outbreak); or persons who document to Vernon College they are currently serving on active duty with the armed forces of the United States are exempt from this requirement.

Waiver – Pregnancy: The following immunizations are required by law according to Section 2.09 of the Texas Education Code Revised effective May 16, 1999 for all students enrolled in higher education courses involved in direct patient care contact. Requirements for varicella, measles, rubella, and mumps vaccines are waived during pregnancy. Pregnancy is not a medical contraindication for administration of Tetanus/diphtheria toxoid, but it is best to delay until the second trimester. A student is required to provide a written note from physician stating they are not able to receive these vaccinations due to pregnancy. The student should also provide written documentation from their physician of any physical limitation they have for the duration of their enrollment in the course.

## Motorcycle Safety

The basic motorcycle rider course is an 18 hour beginning course. After completion of this program students will be eligible to take the written motorcycle exam at DPS. Classes are Friday 5:30pm-9:00pm, Saturday and Sunday 8:00am-5:00pm. Motorcycles are provided and helmets are available if needed. The basic course is \$190.00 and is held at the Vernon College Skills Training Center. To register contact the Skills Training Center at ext 5201 or 766-3369. **(Limit 8 riders per course so register early!)** (CEU 0983)

### Wichita Falls

Course Dates:	Jan 18-20 <sup>th</sup>	Feb 8-10 <sup>th</sup>
	March 14-16 <sup>th</sup>	March 21-23 <sup>rd</sup>
	March 28-30 <sup>th</sup>	April 11-13 <sup>th</sup>
	April 18-20 <sup>th</sup>	April 25-27
	May 9-11 <sup>th</sup>	May 16-18 <sup>th</sup>
	May 23-25 <sup>th</sup>	May 30-June 1 <sup>st</sup>

### ADVANCED MOTORCYCLE SAFETY COURSE

The advanced motorcycle course is for skilled riders. This course can be taken for discount on insurance, defensive driving, or in order to ride without a helmet. All students must have current motorcycle license for six months before enrolling. Students must provide their own motorcycle, helmet and proof of insurance. Call the Skills Training Center at ext 5201 to register.

### Wichita Falls

Date: 1/5	Day: Sa	Time: 8:00am-2:00pm
Fee: \$75.00	Location: STC, RM 213	
Hours: 8	Course ID: CEU 0582 S 201072Q	
Date: 1/6	Day: Su	Time: 8:00am-2:00pm
Fee: \$75.00	Location: STC, RM 213	
Hours: 8	Course ID: CEU 0582 S 202072Q	
Date: 3/8	Day: Sa	Time: 8:00am-2:00pm
Fee: \$75.00	Location: STC, RM 213	
Hours: 8	Course ID: CEU 0582 S 301 073Q	
Date: 3/9	Day: Su	Time: 8:00am-2:00pm
Fee: \$75.00	Location: STC, RM 213	
Hours: 8	Course ID: CEU 0582 S 302 073Q	
Date: 5/3	Day: Sa	Time: 8:00am-2:00pm
Fee: \$75.00	Location: STC, RM 213	
Hours: 8	Course ID: CEU 0582 S 303 073Q	
Date: 5/4	Day: Su	Time: 8:00am-2:00pm
Fee: \$75.00	Location: STC, RM 213	
Hours: 8	Course ID: CEU 0582 S 304 073Q	

TO REGISTER FOR MOTORCYCLE CLASSES  
CONTACT THE SKILLS TRAINING CENTER AT  
(940) 766 3369.

Continuing Education  
Spring 2008

Course Location: CCC- Century City, Wichita Falls; STC- Skills Training Center, Wichita Falls; Vernon, Vernon Campus

[www.vernoncollege.edu](http://www.vernoncollege.edu)

### **Business and Industry Services:**

Vernon College offers in-house workshop or classroom training customized to the schedules of your employees.

- Improve Job Performance
- Increase Productivity
- Enhance Professionalism
- Enhance Job Satisfaction

Professional instructors will conduct classes at your site or at Vernon College. Classes can be set up in as little time as two to three days. Call the Vernon College Continuing Education at (940) 696-8752 ext. 3214 or email [ce@vernoncollege.edu](mailto:ce@vernoncollege.edu).

## **Professional Development**

### **Cosmetology**

#### ***Hair Cutting Simplified (pending TDLR approval)***

Required Supplies: Each student must bring their own mannequin, scissors, texturing shears, razor, cutting comb, clippers, water bottle, clips, blow dryer, brush, and blow dry styling product.

Date: 1/28 Day: M Time: 8:00am-5:00pm  
Fee: \$40.00 Location: CCC, RM 608  
Hours: 8 Course ID: CSME 2000 W 201 072Q

Date: 3/10 Day: M Time: 8:00am-5:00pm  
Fee: \$40.00 Location: CCC, RM 608  
Hours: 8 Course ID: CSME 2000 W 301 073Q

Date: 5/5 Day: M Time: 8:00am-5:00pm  
Fee: \$40.00 Location: CCC, RM 608  
Hours: 8 Course ID: CSME 2000 W 303 073Q

#### ***Salon Development (pending TDLR approval)***

Date: 2/4 Day: M Time: 8:00am-5:00pm  
Fee: \$40.00 Location: CCC, RM 204  
Hours: 8 Course ID: CSME 2000 W 202 072Q

Date: 4/14 Day: M Time: 8:00am-5:00pm  
Fee: \$40.00 Location: CCC, RM 204  
Hours: 8 Course ID: CSME 2000 W 302 073Q

#### ***State Health and Safety Standards (TDLR#2446)***

Date: 1/14 Day: M Time: 8:00am-12:00pm  
Fee: \$25.00 Location: CCC, RM 204  
Hours: 4 Course ID: CSME 1040 W 201 072Q

Date: 2/11 Day: M Time: 8:00am-12:00pm  
Fee: \$25.00 Location: CCC, RM 204  
Hours: 4 Course ID: CSME 1040 W 202 072Q

Date: 3/3 Day: M Time: 8:00am-12:00pm  
Fee: \$25.00 Location: CCC, RM 204  
Hours: 4 Course ID: CSME 1040 W 301 073Q

Date: 4/7 Day: M Time: 8:00am-12:00pm  
Fee: \$25.00 Location: CCC, RM 204  
Hours: 4 Course ID: CSME 1040 W 302 073Q

#### ***Sanitation and Safety (pending TDLR approval)***

Date: 5/12 Day: M Time: 8:00am-12:00pm  
Fee: \$25.00 Location: CCC, RM 204  
Hours: 4 Course ID: CSME 1040 W 303 073Q

### **Heating Ventilation and Air Conditioning 2 hours of Law and Code**

#### **6 hours of Manual J Residential Load Calculations TDLR approval pending**

Date: February Day: TBA Time: 8:00am-5:00pm  
Fee: \$105.00 Location: STC, RM TBA  
Hours: 8 Course ID: HART 1043 S 201 072Q

## **GET YOUR CEU's AT VERNON COLLEGE!**

Seminars and workshops are offered monthly and cover a variety of topics! We provide APPROVED continuing education for:

**Social work**

**Nursing**

**Nursing Home Administrator**

**Licensed Professional Counselors**

**Cosmetologist**

**Marriage and Family Therapist**

## **Attention Professionals:**

Big Seminars offered quarterly March, May, August, and November. Don't forget to put them on your calendar.

**Continuing Education  
Spring 2008**

Course Location: CCC- Century City, Wichita Falls; STC- Skills Training Center, Wichita Falls; Vernon, Vernon Campus  
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# Real Estate

All Real Estate students are required to take five core courses including: Principles of Real Estate I and II, Law of Agency, Law of Contracts and one additional core class from the elective course list. Students are also required to take two electives if not exempt via previous college credit. Students wishing to seek exemption must contact TREC at 512 459 6544.

## PRINCIPLES OF REAL ESTATE (TX SPECIFIC) I AND II

Overview of licensing as a real estate broker or salesperson. Includes ethics of practice as a license holder, titles to and conveyance of real estate, legal descriptions, deeds, encumbrances and liens, distinctions between personal and real property, appraisal, finance and regulations, closing procedures, and real estate mathematics.

### Principles of Real Estate I

Date: 1/12-1/20 Day: SaSu  
Time: 8:00am-5:00pm Hours: 32  
Fee: \$100.00 Location: CCC, RM 205  
Vernon, RM 425  
Course ID: WF RELE 1002 W 281 072Q  
Vernon RELE 1002 V 281 072Q

### Principles of Real Estate II

Date: 1/22-2/19 Day: TTh  
Time: 6:00pm-10:00pm  
Fee: \$100.00 Hours: 32  
Location: CCC, RM 205  
Vernon, RM 204  
Course ID: WF RELE 1039 W 281 072Q  
Vernon RELE 1039 V 281 072Q

## REAL ESTATE MATHEMATICS

This course helps students overcome math anxiety with a comprehensive workbook that improves math skills and prepares students for actual real estate practice. Basic arithmetic skills. Includes mathematical logic, percentages, interest, time value of money, depreciation, amortization, proration, and estimation of closing statements. Calculate estimates of closing costs and prorations; calculate loan amortization problems; perform commission calculations and sales price problems.

**Elective**

Date: 2/26-3/27 Day: TTh Time: 6:00pm-10:00pm  
Fee: \$100.00 Location: CCC, RM 205  
Vernon, RM 204  
Hours: 32 Course ID: WF RELE 1025 W 381 073Q  
Vernon RELE 1025 V 381 073Q

**Note: No Class on T 3/18 or Th 3/20 – closed for Spring Break 3/16-3/24**

## LAW OF AGENCY (TX SPECIFIC)

A study of law of agency including principal-agent and master-servant relationships, the authority of an agent, the termination of an agent's authority, the fiduciary and other duties of an agent, employment law, deceptive trade practices, listing or buying procedures, and the disclosure of an agency.

Date: 2/16-2/24 Day: SaSu Time: 8:00am-5:00pm  
Fee: \$100.00 Location: CCC, RM 205  
Vernon, RM 425

Hours: 32 Course ID: WF RELE 2002 W 281 072Q  
Vernon RELE 2002 V 281 072Q

## LAW OF CONTRACTS (TX SPECIFIC)

Elements of a contract, offer and acceptance, statute of frauds, specific performance and remedies for breach, unauthorized practice of law, commission rules relating to use of adopted forms, and owner disclosure requirements.

Date: 4/1-4/24 Day: TTh  
Time: 6:00pm-10:00pm  
Fee: \$100.00 Location: CCC,  
RM 205  
Vernon, RM 425

Hours: 32  
Course ID: WF RELE 1012 W 381  
073Q Vernon RELE 1012 V 381  
073Q

## REAL ESTATE FINANCE

An overview of monetary systems, primary and secondary money markets, sources of mortgage loans, federal government programs, loan applications, processes and procedures, closing costs, alternative financial instruments, equal credit

opportunity laws affecting mortgage lending, and the state housing agency.

Date: 4/26-5/4 Day: SaSu  
Time: 8:00am-5:00pm Fee: \$100.00  
Location: CCC, RM 205  
Vernon, RM 425

Hours: 32 Course ID: WF RELE 1019 W 381 073Q  
Vernon RELE 1019 V 381 073Q

## REAL ESTATE MARKETING (TX SPECIFIC)

A study of real estate professionalism and ethics; characteristics of successful salespersons; time management; psychology of marketing; listing procedures; advertising; negotiating and closing financing; and the Deceptive Trade Practice Act.

Date: 4/29-5/22 Day: TTh Time: 6:00pm-10:00pm  
Fee: \$100.00 Location: CCC, RM 205  
Vernon, RM 204

Hours: 32 Course ID: WF RELE 1022 W 381 073Q  
Vernon RELE 1022 V 381 073Q

### **ATTENTION STUDENTS IN GRAHAM:**

Vernon College is pleased to work with Graham Education Workforce Center (GEWC) to offer the Real Estate classes in Graham via ITV.

Evening classes will be offered only if there is space available at their facility. Weekend classes will be held with a minimum of 2 students.

Books are required for the courses and can be purchased at the Century City Bookstore 940-696-8752 ext 3218.

There will be a \$50.00 per student facility usage fee payable to GEWC and will be due at the time of enrollment. Payment must be made by cashier's check or money order.

Continuing Education  
Spring 2008

Course Location: CCC- Century City, Wichita Falls; STC- Skills Training Center, Wichita Falls; Vernon, Vernon Campus

[www.vernoncollege.edu](http://www.vernoncollege.edu)

# Personal Enrichment

## FLORAL ARRANGING

### *Creating Spring Floral Arrangements*

Learn from an expert the basics of creating beautiful floral arrangements for your home. The class will be held at Texoma Home and Garden Center with the owner instructing. Students will experience hands on learning while having fun.

#### Vernon

Date: 3/8 Day: Sa Time: 10:00am-12:00pm  
Fee: \$10 Location: VER, TXHG  
Hours: 2 Course ID: CEU 1330 V 301 073Q

### *Floral Decor for Outdoor Parties*

Learn to create festive outdoor party décor for your next picnic or barbecue gathering. Students will learn to use flowers among other things to achieve an inviting backyard for any occasion.

#### Vernon

Date: 4/26 Day: Sa Time: 10:00am-12:00pm  
Fee: \$10 Location: Vernon, TX H&G  
Hours: 2 Course ID: CEU 1299 V 301 073Q

## COOKING/BAKING

### *Wilton Cake Decorating III*

Reach a new level of decorating sophistication with the beautiful flowers and techniques in Course 3. Begin with intricate accents such as embroidery and lace, stringwork, garland and ruffle borders. Discover the beauty of decorating with rolled fondant — for covering cakes with an immaculate smooth surface and shaping fun figures and elegant flowers. Add several new icing flowers to your repertoire, including lovely holiday blooms like poinsettias and Easter lilies. Complete your course by assembling and decorating a towering tiered cake with beautiful stringwork, flowers and borders.

#### Wichita Falls

Date: 1/13 – 2/3 Day: Su Time: 2:00pm-4:00pm  
Fee: \$30 Location: CCC, RM 203  
Hours: 8 Course ID: CEU 0269 W 201 072Q

### *Bake Shop: Fondant and Gum Paste*

Discover a great new way to add excitement to your cakes using these easy-to-shape icings. In this new course, you'll experience a variety of fondant techniques and the beauty of decorating with gum paste. You will create flowers and accents with beautiful detail. You will see how to use tools to cut and shape amazing textured ribbons and borders. Each new technique will prepare you to decorate a Grand Finale cake you will be proud to take home.

#### Wichita Falls

Date: 2/17 – 3/9 Day: Su Time: 2:00pm-4:00pm  
Fee: \$30 Location: CCC, RM 203  
Hours: 8 Course ID: CEU 0274 W 301 073Q

### *Bake Shop: Making Cookie Bouquets*

Learn to decorate cookies and assemble a cookie Bouquet just like the professionals.

#### Wichita Falls

Date: 4/27 -5/4 Day: Su Time: 2:00pm-4:00pm  
Fee: \$20 Location: CCC, RM 203  
Hours: 4 Course ID: CEU 0275 W 301 073Q

### *Beginning Cake Decorating*

In this class, you will learn the basics of cake decorating from a very talented instructor. These basic instructions include icing techniques, borders, start tip techniques, shells, zig zags, writing and figure piping. You will also learn icing flowers, including the rose, utilizing various pastry tips.

#### Vernon

Date: 2/19-3/11 Day: T Time: 7:00pm-9:00pm  
Fee: \$30 Location: Vernon, RM FSL  
Hours: 8 Course ID: CEU 0269 V 301 073Q

## LANDSCAPING/GARDENING

### *Landscaping with Native Plants*

Learn from Paul Dowlearn, owner of Wichita Valley Landscaping, tips on planting a low maintenance landscape. Students will learn about a variety of plants that are native to our area and will thrive.

#### Wichita Falls

Date: 4/1 Day: T Time: 7:00pm-9:00pm  
Fee: \$10 Location: CCC, RM 305  
Hours: 2 Course ID: CEU 0613 W 301 073Q

Date: 5/6 Day: T Time: 7:00pm-9:00pm  
Fee: \$10 Location: CCC, RM 305  
Hours: 2 Course ID: CEU 0613 W 302 073Q

### *Planting/Maintaining a Healthy Landscape*

Learn the best planting practices from an expert. The owner of Texoma Home and Garden and the owner of Wichita Valley Landscape will teach students the correct method of planting and the best way to keep your plants healthy and beautiful throughout the spring and summer.

#### Vernon

Date: 1/19 Day: Sa Time: 10:00am-12:00pm  
Fee: \$10 Location: Vernon, TX H &G  
Hours: 2 Course ID: CEU 1980 V 201 072Q

### *How to Plant Trees and Shrubs*

Learn what types of trees and shrubs will flourish in our area from the experts at Texoma Home and Garden. Students will observe the best way to plant trees and shrubs and will also learn tips on how to care for them after planting.

#### Vernon

Date: 2/23 Day: Sa Time: 10:00am-12:00pm  
Fee: \$10 Location: Vernon, TX H &G  
Hours: 2 Course ID: CEU 1981 V 201 072Q

## Continuing Education Spring 2008

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### ***Creative Container Gardening***

Learn to create beautiful containers for your home exterior. You will learn what plants grow and look best together and where you should place them around your home.

#### **Vernon**

Date: 4/12 Day: Sa Time: 10:00am-12:00pm  
Fee: \$10 Location: Vernon, TXHG  
Hours: 2 Course ID: CEU 1978 V 301 073Q

Date: 5/3 Day: Sa Time: 10:00am-12:00pm  
Fee: \$10 Location: Vernon, TXHG  
Hours: 2 Course ID: CEU 1978 V 302 073Q

#### **GENEALOGY**

Learn to track your family's history in this informative class. You will learn everything you need to know to create a detailed family tree your entire family can enjoy.

#### **Vernon**

Date: 1/29 – 2/7 Day: T Th Time: 7:00pm-9:00pm  
Fee: \$30 Location: Vernon, Chaparral RM  
Hours: 8 Course ID: CEU 1705 V 201 072Q

Date: 2/19 – 2/28 Day: T Th Time: 7:00pm-9:00pm  
Fee: \$30 Location: Vernon, Chaparral RM  
Hours: 8 Course ID: CEU 1705 V 202 072Q

#### **Wichita Falls**

Date: 4/1 – 4/3 Day: T Th Time: 6:00pm-9:00pm  
Fee: \$35 Location: CCC, TBA  
Hours: 6 Course ID: CEU 1705 W 301 073Q

#### **CONVERSATIONAL SIGN LANGUAGE**

This is a wonderful class for students who want to learn sign language. American Sign Language will be taught. The instructor can accommodate many skill levels. A book is available for this class.

#### **Wichita Falls**

Date: 1/29 – 2/21 Day: T Th Time: 6:00pm-8:00pm  
Fee: \$70 Location: CCC, RM TBA  
Hours: 16 Course ID: SLNG 1003 W 201 072Q

Date: 4/1 – 4/24 Day: T Th Time: 6:00pm-8:00pm  
Fee: \$70 Location: CCC, RM TBA  
Hours: 16 Course ID: SLNG 1003 W 301 073Q

#### **Vernon**

Dates: 1/26, 2/9, 2/23, 3/8 Day: Sa (every other)  
Time: 9:00am-1:00pm  
Fee: \$70 Location: Vernon, Chaparral RM  
Hours: 16 Course ID: SLNG 1003 V 201 072Q

**Help a Good Class  
Make!  
Register Early!**

#### **LET'S DANCE COUNTRY/ WESTERN AND MORE**

Grab your partner and get ready to dance. The class is designed for all skill levels. Students will learn country/western dance, as well as, some of the newer trendy dances and some swing dancing. The instructor is an experienced dance teacher and will work with all students to obtain their dancing goals. Classes offered in Vernon and Wichita Falls with the Wichita Falls classes being held at Gold's Gym. A sure-fire great time is included in the cost of tuition!

#### **Wichita Falls**

Date: 1/15 – 2/5 Day: T Time: 7:00pm-9:00pm  
Fee: \$35 per couple Location: Gold's Gym  
Hours: 8 Course ID: CEU 0522 W 201 072Q

Date: 2/19- 3/11 Day: T Time: 7:00pm-9:00pm  
Fee: \$35 per couple Location: Gold's Gym  
Hours: 8 Course ID: CEU 0522 W 301 073Q

#### **Vernon**

Date: 1/31 – 2/21 Day: Th Time: 7:00pm-9:00pm  
Fee: \$35 per couple Location: Vernon, RM 408  
Hours: 8 Course ID: CEU 0522 V 201 072Q

Date: 4/3 – 4/24 Day: Th Time: 7:00pm-9:00pm  
Fee: \$35 per couple Location: Vernon, RM 408  
Hours: 8 Course ID: CEU 0522 V 301 073Q

#### **SCRAPBOOKING AND CARD MAKING**

##### ***Card Making: Basics & Beyond***

Learn from an expert how to create beautiful cards to send to your loved ones. Supplies for the class are included in the tuition. Students will experience hands on learning while having fun.

#### **Vernon**

Date: 1/29-2/12 Day: T Time: 6:30pm-8:30pm  
Fee: \$18 Location: Vernon, FSL  
Hours: 6 Course ID: CEU 0168 V201 072Q

##### ***Scrapbooking: Basics & Beyond***

Learn to arrange photos and memorabilia into photo-safe albums, and discover different hands on techniques used to create a keepsake that will provide a lifetime of enjoyment. The class will provide the opportunity to start from scratch or add new pages to an existing album. Supplies for the class are included in the tuition.

#### **Vernon**

Date: 4/1-4/22 Day: T Time: 6:30pm-8:30pm  
Fee: \$24 Location: Vernon, FSL  
Hours: 8 Course ID: CEU 0167 V301 073Q

## HOW TO BUY AND SELL ON EBAY

Timing is everything! Learn when to bid if buying and when to post if selling. Students will learn how to set up accounts and auctions, how to take marketable pictures, and how to put those pictures to work. Other subjects to be covered are: where to find valuable items. Find out where you can look to find the value of your item. Learn about market research – what’s hot and what’s not, and how to tell the difference.

### Wichita Falls

Date: 2/20 – 2/27 Day: W Time: 7:00pm-10:00pm  
Fee: \$20 Location: CCC, TBA  
Hours: 6 Course ID: CEU 0551W 201 072Q

Date: 4/9 – 4/16 Day: W Time: 7:00pm-10:00pm  
Fee: \$20 Location: CCC, TBA  
Hours: 6 Course ID: CEU 0551 W 301 073Q

## ORGANIZING YOUR FAMILY PHOTOS

Are your family photos buried under a bed in “sticky” albums or shoe boxes? Maybe you’re a new mom or a newlywed. This class will help you get started at organizing your family photos. Learn about scrapbooking and journaling your life’s events. Preserve your family history and pass on the love.

### Wichita Falls

Date: 2/2 Day: Sa Time: 9:00am-11:00am  
Fee: \$15 Location: CCC, TBA  
Hours: 2 Course ID: CEU 0185 W 201 072Q

Date: 4/5 Day: Sa Time: 9:00am-11:00am  
Fee: \$15 Location: CCC, TBA  
Hours: 2 Course ID: CEU 0185 W 301 073Q

## PLANNING YOUR OWN WEDDING

Learn everything from A to Z about planning your own wedding. A certified wedding planner will answer all of those important questions you have. The class will guide you in planning a wedding day that will create memories to last a lifetime.

### Wichita Falls

Date: 2/19-2/28 Day: T Th Time: 6:00pm-8:00pm  
Fee: \$30 Location: CCC, TBA  
Hours: 8 Course ID: CEU 1997W 201 072Q

## LEARN CALLIGRAPHY

Learn the art of calligraphy from an expert.

### Wichita Falls

Date: 4/15 – 4/22 Day: T Time: 6:00pm-8:00pm  
Fee: \$18 Location: CCC, TBA  
Hours: 4 Course ID: CEU 1998W 301 073Q

## INVESTMENTS AND SECURITIES

An expert from Edward D. Jones will teach you what you need to know to put your money to work.

Date: 2/5 – 2/26 Day: T Time: 6:30pm-8:30pm  
Fee: \$20.00 Location: Vernon, RM 300  
Hours: 8 Course ID: BUSA 1093 V 101 072Q

## HUNTERS EDUCATION

A Texas Parks and Wildlife instructor will teach students hunting safety, skills and responsibility. Hunter Education is the first step in a lifelong commitment to conservation and sportsmanship. The certificate is good for life.

### Vernon

Date: 2/10-2/12 Day: MTW Time: 6:00pm-9:40pm  
Fee: \$15.00 \* Location: Vernon, RM 418  
\*Make Check Payable to: TX Parks and Wildlife  
Hours: 11 Course ID: CEU 0163 V 201 072Q

## CREATIVE WRITING

Learn to write from a published author. This course taught by Mark Finn a science fiction and fantasy writer. It is perfect for those wishing to improve their writing skills. Mark Farr-Nash is a local resident of Vernon. Students will learn practical tips in creative writing, and ultimately write a short story for the instructor’s critique.

### Vernon

Date: 1/22 – 2/26 Day: T Time: 6:00pm-7:30pm  
Fee: \$20 Location: Vernon, TBA  
Hours: 9 Course ID: CEU 0705 V 201 072Q

## WELDING

This is for the ultimate weekend warrior. This course covers the theory and introduction to the shielded metal arc welding (SMAW) processes. Skill in the welding process and the selection of materials and equipment will be stressed. Students will define the principles of arc welding; interpret electrode classifications. Perform welding operations in various positions using different joint designs.

### *Supply List:*

*Students will need their own welding helmet, leather gloves, chipping hammer, wire brush, and slip-joint pliers. Students need to wear a long sleeve 100% cotton shirt, blue jeans, and boots (preferable).*

Date: 2/2-2/23 Day: Sa Time: 8:00am-12:00pm  
Fee: \$125 Location: STC, 216  
Hours: 16 Course ID: WLDG 1003 S 202 072Q

# Bring a Friend! Learn Something New!

Continuing Education  
Spring 2008

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# Exercise

## ARTHRITIC EXERCISE

This class is taught by a certified instructor from the National Arthritis Foundation. It is a great therapeutic exercise class for those with arthritic pain as well as back and joint pain. Students will need a doctor's note stating his/her recommendation to enroll in the class.

*\*A free pool membership is included in the tuition. See Comm. Rec. for details*

### Vernon

Date: 1/14 – 3/10 Day: M T Th Time: 4:00pm-5:00pm  
Fee: \$45.00 Location: King Gym Pool  
Hours: 25 Course ID: CEU 1142 V 201 072Q

Date: 3/25 – 5/8 Day: M T Th Time: 4:00pm-5:00pm  
Fee: \$40.00 Location: King Gym Pool  
Hours: 20 Course ID: CEU 1142 V 301 073Q

## WATER AEROBICS

This class is designed for exercise in a less strenuous way. It is a great workout for any age.

*\*A free pool membership is included in the tuition. See Comm. Rec. for details*

### Vernon

Date: 1/14 – 3/10 Day: MTh Time: 5:15pm-6:15pm  
Fee: \$55.00 Location: Vernon, King Gym  
Hours: 16 Course ID: CEU 0731 V 201 072Q

Date: 3/25 – 5/8 Day: MTh Time: 5:15pm-6:15pm  
Fee: \$50.00 Location: Vernon, King Gym  
Hours: 20 Course ID: CEU 0731 V 301 073Q

## STEP AEROBICS

This is a mixed level step aerobics class designed for all. Steps and hand weights will be provided.

### Vernon

Date: 1/15 – 3/6 Day: T Th Time: 6:00pm-7:00pm  
Fee: \$30 Location: Vernon, RM 501  
Hours: 16 Course ID: CEU 0119 V 201 072Q

Date: 3/11 – 5/8 Day: T Th Time: 6:00pm-7:00pm  
Fee: \$30 Location: Vernon, RM 501  
Hours: 16 Course ID: CEU 0119 V 301 073Q

## SWIMMING FOR FITNESS

Learn from an Olympic swimmer and swim coach the proper techniques to perform all strokes for an optimal swimming workout. All students should know how to generally swim, but all levels of *swimmers* will be accommodated. Make swimming part of your healthy lifestyle today.

### Vernon

Date: 4/14 -4/24 Day: M T Th Time: 7:00pm-8:00pm  
Fee: \$30 Location: Vernon, RM 501  
Hours: 6 Course ID: CEU 1291 V 301 073Q

## INFANT AND TODDLER / MOMMY & ME SWIMMING

The Infant/Toddler / Mommy & Me Swimming program is an aquatic program that promotes water safety knowledge and practices, aquatic adjustment, and a safe and enjoyable time for both parent and child. The program is intended to develop a comfort level in and around the water, as well as, a readiness to learn to swim. Infants and toddlers will benefit from experience in the water, socialization, and parental involvement as part of this class.

### Vernon

Date: 2/25 – 3/6 Day: M T Th Time: 3:45pm-4:15pm  
Fee: \$25.00 Location: King Gym Pool  
Hours: 3 Course ID: CEU 1344 V 201 072Q

Date: 4/28 – 5/8 Day: M T Th Time: 6:15pm-6:45pm  
Fee: \$25.00 Location: King Gym Pool  
Hours: 3 Course ID: CEU 1344 V 301 073Q

## SWIMMING LESSONS

The Swimming Lesson program is an aquatic program that promotes water safety knowledge and practices. The program is intended to develop a comfort level in and around the water, as well as, promote swimming ability.

*Beginning Lessons begin on March 31<sup>st</sup>*

*Intermediate Lessons begin on April 14<sup>th</sup>*

The instructor will test the children to ensure they are in the appropriate level. If changes must be made because a child is not suitable for that level a refund will be given.

### Vernon

Date: 3/31 – 4/10 Day: M T Th Time: 6:15pm-7:00pm  
Fee: \$30.00 Location: King Gym Pool  
Hours: 4.5 Course ID: CEU 1345 V 301 073Q

Date: 4/14 -4/24 Day: M T Th Time: 6:15pm-7:00pm  
Fee: \$30.00 Location: King Gym Pool  
Hours: 4.5 Course ID: CEU 1346 V 301 073Q

## PRE-LIFEGUARD QUALIFICATION



This course consists of testing to determine whether a student is a candidate for Lifeguard Training. If the student does not pass the required tests, they will receive a refund for the Lifeguard Training portion of the class. Students are required to register for pre-certification and lifeguard training to be taken together.

### Vernon

Date: 3/28 Day: F Time: 6:00pm-10:00pm  
Fee: \$25.00 Location: Vernon, King Gym Pool  
Hours: 4 Course ID: CEU 2011 V 301 073Q

Date: 4/25 Day: F Time: 6:00pm-10:00pm  
Fee: \$25.00 Location: Vernon, King Gym Pool  
Hours: 4 Course ID: CEU 2011 V 302 073Q

Continuing Education  
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## LIFEGUARD TRAINING



This course teaches lifeguard candidates the skills and knowledge needed to prevent and respond to aquatic emergencies. The course content and activities prepare candidates to recognize and respond quickly and effectively to emergencies, and prevent drowning and injuries. Students must be 15 years or older to enroll and must pass the pre-lifeguard certification to attend.

### Vernon

Date: 3/29-4/6 Day: FSaSu Time: F 6:00pm-10:00pm

SaSu 8:00am-5:00pm

Fee: \$175.00 Location: Vernon, King Gym Pool  
Hours: 36 Course ID: FITT 1045 V 301 073Q

Date: 4/26-5/4 Day: FSaSu Time: F 6:00pm-10:00pm

SaSu 8:00am-5:00pm

Fee: \$175.00 Location: Vernon, King Gym Pool  
Hours: 36 Course ID: FITT 1045 V 302 073Q

## ADULT TENNIS LESSONS

This course is for both adult men and women. A professional tennis instructor will focus on your basic strokes plus work on spins and serves. All levels will be accommodated in this fun spring class.

### Vernon

Date: 4/1 – 5/1 Day: TTh Time: 7:00pm-8:00pm

Fee: \$40 Location: Vernon, Courts

Hours: 10 Course ID: CEU 0150 V 301 073Q

## Cancellation/Refund Policy:

Vernon College reserves the right to cancel any course at any time because of insufficient enrollment and/or administrative reasons. Full refunds are made for courses cancelled by Vernon College, or we can move you into the next available date of your choice within the current semester. A refund will be made, minus the drop fee, if the request for change is made prior to the start of class on the first day. If the request to drop a class is made after the start of class there will be no refund. Every effort is made to contact students with regard to cancelled courses.

**If the student requests a refund or transfer, a \$5.00 fee will be charged.**

**Spring Office Hours**  
**Monday through Thursday**  
**8:00am-5:00pm**  
**Friday**  
**8:00am-12:00pm**

## How to Register:

Read description about course in catalogue. Note any special requirements for registration. If there are no special requirements students can register over the phone with a Visa or MasterCard. All other students must come to one of our locations to register.

**Vernon Campus**  
4400 College Drive  
Vernon, TX 76384  
(940) 552-6291 ext. 2210

**Century City Center**  
4105 Maplewood Avenue  
Wichita Falls, TX 76308  
(940) 696-8752 ext. 3213

**Skills Training Center**  
2813 Central Expressway East  
Wichita Falls, TX 76302  
(940) 766-3369