

The Advantage of a Clinton Summer!



Clinton Community College
Summer 2007
Credit Course Schedule &
Workshops

Clinton Community College Credit Course Schedule

Summer 2007

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Dear Students:

It is my great pleasure to welcome you to the Academic Affairs Division here at Clinton Community College. Led by a faculty and staff deeply engaged in all manner of teaching and learning, the division supports degree and transfer studies, as well as developmental education. Here, too, you will find our Library & Learning Resource Center, and Clinton's Online Learning Program (part of the SUNY Learning Network). The Academic Affairs Division is proud to support your educational endeavors and wishes you every success in the pursuit and completion of your goals. Our extensive summer offering will enable you to complete core and general education requirements or simply a new or different academic interest.

Paul Almonte, Ph.D.
Vice President for Academic Affairs and
Dean of the Faculty

Clinton Community College Board of Trustees

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Please note that all office hours listed throughout this booklet are subject to change. Hours listed are correct as of the time of printing.

It's easy to get started towards your college degree at Clinton Community College.

How to register for credit courses

Registration procedures for courses offered by Clinton Community College:

- A. Registration materials are available at the Registrar's Office or by calling the Counseling Office at 562-4199 for an appointment.
- B. Registration as follows:
 - CCC Students only: Beginning April 2, 2007
 - Open Registration: Beginning April 23, 2007
- C. Evening Registration Hours (Main Campus only)
 - Contact the Counseling Office at 562-4199.

Note: A student whose records are impounded due to an outstanding obligation owed to the college will not be allowed to register and attend classes. (Examples of outstanding obligations include: prior balances, parking tickets, library fines, etc.)

Certificate of Residency

To qualify for the resident tuition fee, a student is required by law to present a residency certificate once each academic year, on or before registration, indicating that he or she has been a legal resident of the State of New York for one year, and of a county for six months. "Residence" for purposes of tuition, refers to a student's principal or permanent home. In order to qualify as a New York State resident for tuition purposes, in addition to other criteria, a student must be "domiciled" in New York State for a 12 month period, immediately prior to the date of registration for the academic term for which application is made. A "domicile" is defined as that place where an individual maintains his/her permanent home and to which he/she always intends to return. Mere presence in New York State for educational purposes does not necessarily constitute domicile, regardless of time spent in NYS.

Residents of Clinton County: Complete the Residency Application, available from the Bursar's Office, and submit it with your tuition payment. Your signature must be notarized.

Residents of Other New York State Counties: If you have been a permanent legal resident of New York State for the past year, but you have lived outside of Clinton County, you must:

1. Complete the Residency application, which will be mailed to you with your bill, or may be obtained from the Bursar's Office;
2. Have your signature notarized;
3. Take or mail the Application to your County Treasurer or Chief Fiscal Officer. The Treasurer will keep the Application and issue you a Certificate of Residency;
4. Submit the Certificate with your tuition payment.

Providing the College with proof of residency is an important step in your registration process. Please call the Bursar's Office at 562-4135 if you have questions about the proper way to complete this requirement.

Payment Schedule

- Session I and/or Flex Sessionby May 16, 2007
- Session I and/or Flex and Session IIby May 16, 2007
- Session II onlyby June 21, 2007

A Certificate of Residency must be filed and tuition and fees must be paid according to the above schedule.

If the bill is not paid in full by the due date printed on the bill, your registration will be cancelled.

Bookstore Schedule

May 18 – August 16

Monday – Thursday7:30 am – 3:00 pm

Friday8:00 a.m. – 1:00 p.m.

Advisement & Counseling

May 18 – August 16

Monday – Thursday8:00 am – 7:00 pm

Friday8:00 am – 1:00 pm

Learning Resources Center

College Library

May 14 -17

Monday - Thursday8:00 a.m.- 4:30 pm

May 18

Friday8:00 am – 1:00 pm

May 21 -25

Monday - Thursday8:00 am – 4:30 pm

May 26

Friday8:00 am – 1:00 pm

May 28closed

May 29 - August 3

Monday & Wednesday8:00 am – 4:30 pm

Tuesday & Thursday8:00 am – 7:00 pm

Friday8:00 am – 1:00 pm

Note: July 4, Library will be closed

August 6 -16

Monday - Thursday8:00 am – 4:30 pm

Friday8:00 am – 1:00 pm

August 17 - August 24

Monday - Thursday8:00 am – 4:30 pm

Friday8:00 am – 4:00 pm

Minimum Enrollment

The college reserves the right to cancel any course(s) for which there is insufficient registration. Students affected have the option of selecting another course or receiving a refund.

Tuition, Fees and Refunds

The tuition and fees are listed below.

New York State Resident	\$.130 per semester hour
Non Resident	\$.325 per semester hour
Student Activity Fee	\$.5.00 per semester hour
Lab Fee	(see specific course listing)

Tuition and fees are subject to change without notice. A complete listing of all fees is posted at the Bursar's Office, in the College Catalog and at www.clinton.edu

Tuition Refund Policy

Please check with the Bursar's Office immediately about any refund/liability if you are contemplating withdrawing from any course. Consult with the Financial Aid Office, also, as an aid package could be adversely affected by a decrease in credit hours. No drop is considered official until the appropriate add/drop form has been completed at the Registrar's Office. Failure to attend class or merely giving notice to instructors will not be considered an official withdrawal and will result in a "WY" (unofficial withdrawal), a penalty grade being given by the instructor.

Refund of Tuition and Fees

A student who is given permission to cancel registration shall be liable for payment of tuition and refundable fees in accordance with the following schedule:

Liability	Semester	10 Wk Term	8 Wk Term or less
Prior to 1st Day	0	0	0
During 1st Week	25%	50%	75%
During 2nd Week	50%	75%	100%
During 3rd Week	75%	100%	100%
After 3rd Week	100%	100%	100%

Approval of the cancellation with the date it becomes effective must be certified by the chief executive officer of the college or his/her duly designated representative. No money shall be refunded unless application for the refund is made within one year after the end of the term for which the tuition requested to be refunded was paid to the college. The first day that classes are offered, as scheduled by the college, shall be considered the first day of the semester, quarter or other term, and the first week of classes for purposes of this section, shall be deemed to have ended when seven calendar days, including the first day of scheduled classes, have elapsed.

Return of Federal Title IV Funds Policy

Section 484B of the Higher Education Act of 1965 as amended by the Higher Education Amendments of 1998 (Public Law 105-244) requires a return of Federal Title IV funds for students who withdraw from school on or before the completion of 60% of the payment period.

The institution will make a determination of the percentage of grant or loan assistance earned for the period the student attended during the payment period. If the student has received more grant and/or loan assistance than the amount earned, the institution, the student or both are responsible for returning the unearned funds as the law specifies.

The amount of unearned Title IV aid due from the institution will be calculated by multiplying the percentage of Title IV aid unearned times the institutional charges for the payment period.

The student, or parent for a PLUS loan, is responsible for returning the difference between the unearned aid disbursed and the amount the institution will return. Loan funds that a student must return, or parent for a PLUS loan, are repaid in accordance with the terms of the promissory note. In the case of grants, PELL and FSEOG, the law provides that the student's responsibility for returning funds is reduced by 50%. Arrangements can be made for returning grant overpayments by contacting the Department of Education.

Funds are required to be returned to the Title IV programs, up to the total net amount disbursed from each source, in this order:

1. Unsubsidized FFEL/Direct Stafford Loan*
2. Subsidized FFEL/Direct Stafford Loan*
3. Perkins Loan*
4. FFEL/Direct PLUS*
5. PELL Grant
6. FSEOG
7. Other Title IV programs

*For students and parents, loan amounts are returned in accordance with the terms of the promissory note.

The school will advise the student, or the parent in the case of a PLUS loan, in writing, if they are eligible for a post-withdrawal disbursement for grant or loan assistance earned and not credited to outstanding charges on the student's account.

The student, or parent in the case of a PLUS loan, may accept or decline some or all of a post-withdrawal disbursement. To accept all or some of the post-withdrawal disbursement, the student or parent, in the case of a PLUS loan, must respond to the institution's notification within 14 days of the date that the institution sent the notification. If a student, or parent in the case of a PLUS loan, does not reply within 14 days of the date that the institution sent the notification, the school will assume that the post-withdrawal disbursement has been declined and no further disbursements will be made.

Disbursement of Financial Aid

PELL grants will be disbursed at the Bursar's Office for the Summer 2007 semester. A complete schedule of dates and cut-offs is available at the Bursar's Office.

Federal Work Study will be disbursed in accordance with the College Payroll Schedule, based on approved time sheets submitted.

Federal Family Education Loan (FFEL) Program funds will be disbursed to student borrowers according to the following procedures: Loan proceeds will be applied to a student's obligation first. Excess proceeds will be disbursed as a check to the student by the Bursar's Office. The Financial Aid Office will notify the student by mail that his/her loan has been processed and provide the approximate date that funds will be available to the student. Students must pick up checks in person, with photo identification.

Tuition Appeals Process

A Tuition Appeals Committee reviews requests for refunds not meeting the above criteria. Appeals must be submitted to the Tuition Appeals Committee, using the form available in the Bursar's Office.

Clinton Community College Programs of Study

Two Year Transfer Programs

Business Administration A.S.
Individual Studies A.A.*
Individual Studies A.S.*
Liberal Arts: Humanities & Social Science A.A.

Concentrate in one of the following:

American History
International Studies
Mass Communication
Political Science
Psychology
Sociology
Individual Studies

Liberal Arts: Math & Science A.S.

Concentrate in one of the following:

Biology
Chemistry
Individual Studies-

Two Year Career Programs

Business Accounting A.A.S.
Business Administration A.A.S.
Business Information Technology A.A.S.

Concentrate in one of the following:

Accounting
Computer Support
Legal Administrative Assistant
Medical Administrative Assistant
Office Administration

Computer Information Systems A.A.S

Criminal Justice A.A.S.

Human Services A.A.S.

Individual Studies A.A.S. *

Industrial Technology A.A.S.

Medical Laboratory Technology A.A.S

Nursing A.A.S.

One Year Certificate Programs

Alcohol & Substance Abuse Counseling
Computer Support
Early Childhood Care & Development
Financial Services
General Studies
Information Processing
Legal Administrative Assistant
Medical Administrative Assistant
Payroll

**The Individual Studies programs requires a special enrollment process.*

Transfer agreements with other public and private Universities

SUNY Plattsburgh

Art History
Biology
Business
Accounting
Business Administration
Hotel, Restaurant, and Tourism Management
International Business Management
Marketing
Cellular Biochemistry
Chemistry
Childhood Education
Biology Studies
Chemistry
Earth Science
Mathematics
English
Social Science
Communication Disorders
Computer Science
Criminal Justice
Environmental Science
Expeditionary Studies
Journalism
Mass Communication
Nursing (BSN)
Psychology
Social Work
Sociology
Studio Art

Clarkson University

Business & Technical Management
E-Business
Financial Information & Analysis
Information Systems & Business Processes

Paul Smith's College

Business Management & Entrepreneurial Studies
Business Administration/Management Information Systems
Forestry
Ecological Forest Management
Forest Biology
Industrial Forestry Operation or Vegetarian Management
Recreation Resources Management
Hotel, Resort & Tourism Management
Natural Resources
Recreation, Adventure Travel & Ecotourism

Rochester Institute of Technology

Business Administration/Management Information Systems

SUNY College of Environmental Science and Forestry at Wanakena

Forest Technology

SUNY Upstate Medical

University, Syracuse

Cardiovascular Perfusion
Cytotechnology
Medical Imaging Sciences
Medical Technology
Radiation Therapy Technology
Respiratory Care

SUNY Brockport

Recreation & Leisure Studies
Recreation Management Concentration
Therapeutic Recreation Concentration

SUNY Cortland

Physical Education Teacher Preparation

SUNY Institute of Technology, Utica

Industrial Engineering Technology

Springfield College

Physical Education Teacher Preparation

The Sage College

Nursing (BSN)

Clinton Community College

Credit Schedule

Summer 2007

Session I: May 30 - June 29

Course #	Course - Title	Credits	Days	Times	Limit	Room	Instructor
ACC 101-01C	PRINC. OF ACCT. I	4	MTWTHF	8:00- 10:30	24	438M	SWARTS D
ART 100-01C	ART APPRECIATION	3	MTWTH	10:30-12:45	30	436M	DAVISON M
BIO 101-01C	GENERAL BIOLOGY I	4	MWTTTHF	9:00-12:00	20	205T	GREGORY M
BUS 260-01C	BUSINESS LAW I	3	MTWTH	10:30-12:45	30	453M	BRACY J
CHE 112-01C	GENERAL CHEMISTRY II	4	MTWTHF	8:15- 11:15	20	222T	PADULA J
COM 101-01C	PUBLIC SPEAKING	3	MTWTH	1:00- 3:15	20	448M	LINDSEY G
* CRI 208-01C	CORRECT THEORY & PRAC	3	MTWTH	10:30-12:45	30	350M	MOCKRY J
CSC 102-01C	INTRO/MICROCOMP APPS.	3	MTWTH	10:30-12:45	20	437M	POLAND R
* ENG 102-01C	LIT & COMPOSITION	3	MTWTH	8:00-10:15	20	322M	GOYETTE C
* ENG 240-01C	LIT OF NATURE	3	MTWTH	8:00-10:15	20	330M	MEYERS J
GEL 101-01C	PHYSICAL GEOLOGY	4	MTWTHF	9:00-12:00	20	223T	STONE K
HIS 132-01C	HISTORY/MODERN WORLD	3	MTWTH	10:30-12:45	30	447M	DRENNAN C
HPE 105-01C	PHYSICAL FITNESS	1	T&TH	10:30-12:30	12	208H	ALPHONSO A
MAT 100-01C	INTRODUCTORY ALGEBRA	4	MTWTHF	8:00-10:30	18	302M	TISDALE M
* MAT 101-01C	MATH FUNCTIONS	3	MTWTH	1:00- 3:15	25	125T	STONE K
* MAT 161-01C	ELEMENTARY STATISTICS	3	MTWTHF	10:30-12:45	25	206T	CORDES A
* PSC 100-01C	GOV & POLITICS IN AMERI	3	MTWTH	1:00- 3:15	30	447M	DRENNAN C
SOC 101-01C	INTRO TO SOCIOLOGY	3	MTWTH	10:30-12:45	30	330M	ELORANTO C

Day Session II: July 5 - August 6

Course #	Course - Title	Credits	Days	Times	Limit	Room	Instructor
ACC 151-02C	PRINCIPLES OF ACCT. II	4	MTWTHF	8:00-10:15	24	453M	BRACY J
BUS 261-02C	BUSINESS LAW II	3	MTWTH	10:30-12:45	30	453M	BRACY J
COM 101-02C	PUBLIC SPEAKING	3	MTWTH	1:00- 3:15	20	330M	LINDSEY G
HIS 101-02C	HISTORY/EARLY AMERICA	3	MTWTH	10:30-12:45	30	447M	JOLICEUER J
MAT 100-02C	INTRODUCTORY ALGEBRA	4	MTWTHF	9:00-11:30	18	302M	MCBRAYER K
MAT 200-02C	PRECALCULUS	4	MTWTHF	12:30- 3:00	25	125T	STONE K
MET 101-02C	METEOROLOGY	4	MTWTHF	9:00-12:00	20	308T	STONE K
PSY 230-02C	HUMAN DEVELOPMENT	3	MTWTH	8:00-10:15	30	330M	POLVERE L

* = Pre-requisite required – see college catalog
 + = Lab hours by arrangement or Lecture/Lab courses must be taken concurrently
 ** = Unless otherwise specified

M = Main bldg
 T = Tech bldg
 H = HPER bldg

Credit Schedule Summer 2007

Evening/Flex/Online: Dates as indicated

Course #	Course - Title	Credits	Days	Times	Limit	Room	Instructor	Dates
BIO 226-01C	ANAT. & PHYS. I	4	MTWTHF	8:00-11:45	20	229T	AMSTERLAW C	5/21-6/29
BIO 226-02C	ANAT. & PHYS. I	4	MTWTHF	9:45- 1:30	20	229T	AMSTERLAW C	5/21-6/29
BIO 227-01C	ANAT. & PHYS. II	4	MTWTHF	8:15-11:15	20	229T	AMSTERLAW C	7/2-8/10
BIO 227-02C	ANAT. & PHYS. II	4	MTWTHF	9:45-12:45	20	229T	AMSTERLAW C	7/2-8/10
CHE 101-20C	APPLIED CHEMISTRY	4	MTW	5:30- 8:30	20	222T	LAWLISS M	5/29-8/6
* ENG 101-01C	ENGLISH COMPOSITION	3	MWF	8:00-10:00	20	309M	BOOTH D	5/29-7/20
* ENG 101-20C	ENGLISH COMPOSITION	3	T&TH	6:00- 8:45	20	309M	MYERS T	5/30-8/2
* ENG 102-20C	LIT & COMPOSITION	3	T&TH	6:00- 8:45	25	322M	KEABLE E	5/30-8/2
MAT 098-20W	PREALGEBRA	3	T&TH	5:30- 8:15	18	PODD	MCBRAYER K	5/30-7/30
MAT 100-20C	INTRO ALGEBRA	4	M&W	6:00- 8:45	18	302M	MCBRAYER K	5/30-8/2
* MAT 101-20C	MATH FUNCTIONS	3	T&TH	6:00- 8:45	25	301M	ARNESEN L	5/30-8/2
* MAT 161-20C	ELEMENTARY STATISTICS	3	T&TH	6:00- 8:45	25	304M	ARMSTRONG T	5/30-8/2
PSY 101-20C	INTRO TO PSYCHOLOGY	3	T&TH	6:00- 8:45	30	330M	LEVINE D	5/30-8/2
BIO 100-1DL	HUMAN BIOLOGY	4	SLN.SUNY.EDU		20	WEB	GREGORY M	5/23-7/30
*BUS 210-1DL	PRIN OF MARKETING	3	SLN.SUNY.EDU		20	WEB	MCARDLE J	5/23-7/30
CHE 100-1HL	INTRO TO FORENSIC SCI	4	COURSESPACE.SUNY.EDU		20	WEB	FOWLER L	5/23-7/16
CRI 101-1DL	INTRO TO CRIM JUSTICE	3	SLN.SUNY.EDU		20	WEB	ELORANTO C	5/23-7/30
CSC 102-1DL	INTRO TO MICROCOMP	3	SLN.SUNY.EDU		20	WEB	FORD C	5/23-7/16
* ENG 235-1DL	TECHNICAL WRITING	3	SLN.SUNY.EDU		20	WEB	MEYERS J	5/23-7/16
ENV 101-1DL	ENVIRONMEN SCIENCE	4	SLN.SUNY.EDU		20	WEB	PADULA J	5/23-7/30
HPE 101-1DL	PERSONAL HEALTH	3	SLN.SUNY.EDU		20	WEB	WARD-SLATER R	5/23-7/30
LIB 101-1DL	LIB RESEARCH SKILLS	1	SLN.SUNY.EDU		20	WEB	HERSH-TUDOR A	5/23-7/16
MUS 101-1DL	MUSIC APPRECIATION	3	SLN.SUNY.EDU		20	WEB	STORTZ S	5/23-7/30



Clinton Academy

An Academic Learning Community for graduating High School Seniors.

July 5 - August 8

For more information and course listing, see back cover or contact
Willow Nolland at (518) 562-4142 or email at
willow.nolland@clinton.edu

* = Pre-requisite required – see college catalog
+ = Lab hours by arrangement or Lecture/Lab courses must be taken concurrently
** = Unless otherwise specified

Rooms | M = Main bldg
T = Tech bldg
H = HPER bldg

Clinton Community College

Division of Continuing Education, Community Service & Workforce Development

Summer 2007 Workshops

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Dear Continuing Education Students:

Welcome to Clinton Community College’s Division of Continuing Education, Community Service, and Workforce Development. Our workshop programs provide a wide array of personal interest and enrichment opportunities. We are also proud to partner with local businesses and professional organizations to provide training and professional development that will help you enter a new career pathway or advance in your current field. Some workshops—like our defensive driving seminar—can save you money. Other workshops and courses—like Medical Coding—can provide you means to a new income or professional opportunity. Seminars and sessions in the arts can help you explore your “creative side.” Whatever your interest, we are excited to offer you these opportunities to take “the Clinton Advantage.” On behalf of the whole College community, we very much look forward to seeing you on campus and helping you pursue your educational goals.

Continuing Education Directory:

Cindy Casler 562-4385, Room 122M
Workforce Development, Credit-Free Workshops

Carl Chilson 562-4144, Room 117M
College Entry Program, GED/College Track Program

Peter Grosskopf 562-4145, Room 120M
Internships, Life Experience Credit, Plattsburgh Aeronautical Institute

Willow Nolland 562-4142, Room 125M
College Advanced Placement Program, Individual Studies Degree Program

Gayle Bottoms - Office staff
Wendy Stringham - Office staff
Whanda Carbino - Office staff

Clinton Community College, a member of the State University of New York, in recognition of its educational mission, its social concern, its responsibility for the personal development of individuals, and its concern for the rights of the individual, does hereby express and establish this college policy of Affirmative Action/Equal Opportunity. It is the policy of Clinton Community College to provide equal opportunity in education, employment, and participation in College activities without regard to race, color, creed, religion, sex, age, national origin, disability, political affiliation, sexual orientation, veteran or marital status, or other basis prohibited by law, except as such conditions may constitute bona fide occupations or assignment qualifications. The College’s Affirmative Action Officer, Diane Merkel, is the designated campus contact for matters related to Title IX of the 1972 Education Amendment, Affirmative Action, and Equal Opportunity. Inquiries should be directed to: Diane K. Merkel, Human Resources/Affirmative Action Officer, Room 223M, Clinton Community College, 136 Clinton Point Drive, Plattsburgh, NY 12901, (518) 562-4137, Diane.Merkel@clinton.edu; or Office for Civil Rights, U.S. Department of Education, 75 Park Place, 14th Floor, New York, NY 10007-2146.

Five easy ways to register for the workshops or seminars you want:

1. Phone-In

You can register over the telephone by calling (518) 562-4143 and using either a VISA or MasterCard and receive immediate confirmation.

Note: If registering for a class that requires a Certificate of Residency, the form must accompany registration and payment (see page 22 & 23).

2. Walk-In

Stop by the Division of Continuing Education on the first floor in Room 123 in the Main Academic Building.

3. Mail-In

Complete the registration form at the end of this catalog and make your check payable to Clinton Community College. Mail the form and the check to:

Division of Continuing Education
Clinton Community College
136 Clinton Point Dr.
Plattsburgh, NY 12901

4. Fax-In

Complete the registration form and include written authorization to bill your company or charge your credit card (VISA or MasterCard). Fax all of the above to: 518-562-4308

5. Bill Your Company

We will bill your company and/or agency upon written authorization to do so. This must include the name of your company, address, phone number and name of the person authorizing the billing and their signature. A letter can be faxed to our office along with the registration form to: 518-562-4308.

Continuing Education Office Hours

The Office for Continuing Education is located on the first floor in Room 123 of the Main Academic Building.

Office hours are:

Monday-Thursday 8:00 a.m.–8:00 p.m.

Friday 8:00 a.m.–4:00 p.m.

The office is open on evenings only when credit classes are in session.

Summer Hours:

May 18 - August 16

Monday - Thursday 8:00 a.m. - 4:30 p.m.

Friday 8:00 a.m. - 1:00 p.m.

Senior Citizen Waiver Policy

Senior Citizens (individuals age 60 or over) qualify for a waiver of tuition under the following guidelines:

1. If a waiver is requested, the person must wait until the day of the class to ensure that the minimum enrollment requirement has been met. No class space can be held.
2. If requesting a waiver for any driving course, the National Safety Council Fee must be paid.
3. To guarantee a seat in a course, one must pay upon registering. It is not possible to register, pay, and later request a waiver.
4. Please note that there are some workshops that are not available for the Senior Waiver.
5. Professional Development workshops that result in certification or Continuing Education Credits (i.e. Real Estate) can be taken with the Senior Waiver, but the participant will not receive certification.

Workshop Refund Policy

100% Refund prior to first day of class.
After the first day: 0 %

You must contact the Continuing Education Office at 562-4143 prior to the start of the class for a full refund. No refunds available once class begins. Refunds will be disbursed by check payable to the individual who is registered unless registration was paid for with a credit card or billed to a company. Refunds, cancellations or withdrawals for classes that were paid for with a credit card will be reimbursed directly to the credit card that was used for payment. If a company was billed for the tuition fee, the refund will go to the company that paid.

A Tuition Appeals Committee is available to review requests for refunds not meeting the above criteria. Appeals must be submitted to the Controller, using the form provided by the Business Office in Room 226.

Courses may be cancelled due to low enrollment. Cancellations will be made five (5) working days before the class is to begin.

College or School Closing

If CCC is closed or if our extension site schools are closed, workshops will not be held. Should evening classes be cancelled at the college, workshops will not be held. Listen to WIRY, WIRD, WXXX, and WPTZ for closing announcements, or visit the visit the College website at www.clinton.edu.

College Hotline: 562-4384

July

- 3 Five Hour Pre-Licensing
Tuesday
- 5 Five Hour Pre-Licensing
Thursday
- 9 Girls Scout of the North Country
Youth Mentoring Training
Monday
- 10 Five Hour Pre-Licensing
Tuesday
- 11 Five Hour Pre-Licensing
Wednesday
- 12 Five Hour Pre-Licensing
Thursday
- American Red Cross Babysitting
Thursday

- 17 Five Hour Pre-Licensing
Tuesday
- 18 Five Hour Pre-Licensing
Wednesday
- 19 Five Hour Pre-Licensing
Thursday
- Five Hour Pre-licensing
Thursday
- 21 Defensive Driving
Saturday
- 24 Five Hour Pre-Licensing
Tuesday
- 25 Five Hour Pre-Licensing
Wednesday
- 26 Five Hour Pre-Licensing
Thursday

August

- 2 Professional Medical Coding Curriculum
Thursday
- 6 Hazard Analysis & Critical
Control Point Safe Serv Certificate
Monday
- 7 Five Hour Pre-Licensing
Tuesday
- 8 Five Hour Pre-Licensing
Wednesday
- 9 Five Hour Pre-Licensing
Thursday
- 11 Defensive Driving
Saturday

- 14 Employee Manual Training
Tuesday
- 16 Five Hour Pre-Licensing
Thursday
- 21 Five Hour Pre-Licensing
Tuesday
- 22 Five Hour Pre-Licensing
Wednesday
- 23 Five Hour Pre-Licensing
Thursday
- 25 Defensive Driving
Saturday

Clinton Community College Presents

Concerts on
the Bluff

Summer Series 2007

July 11th
Crossing North

July 18th
Roy Hurd & Frank Orsini

July 25th
Beartracks

August 1st
Keith Pray's Soul Jazz Revival

Concerts on the Bluff are free and open to the public. They start Promptly at 6:30 p.m. on the bluff of CCC's main building, off Route 9 at 136 Clinton Point Drive, Plattsburgh, NY and are held rain or shine. Bring lawn chairs or a blanket to sit on. No alcoholic beverages allowed. For your safety, please no roller blades or skateboards.

Business, Professional Development & Technical Training



CITEC is the Council for International Trade, Technology, Education and Communication, Inc. CITEC is part of the New York State Office of Science, Technology and Academic Research (NYSTAR) New York Manufacturing Extension Partnership program and an affiliate of the National Institute of Science and Technology (NIST) Manufacturing Extension Partnership (MEP). CITEC is a manufacturing and technology assistance center.

Clinton Community College is excited to be in partnership with CITEC to offer many educational and training efforts to improve our region's companies and support their education and training initiatives. Training topics available to area business include lean manufacturing, safety, quality assurance and human resources.

Leadership Training Level I - CEW 30702

Supervisory leadership roles are much more complex today and the expectations for getting results through others is more critical than ever. This training process will deliver the foundational tools necessary to build confidence and know-how in your supervisory leaders so they can get more positive and greater results. Learning Objectives include: Explore excellence in supervisory leadership -- what really works; Assess consideration and structure skills; Identify supervisory practices that create employee dissatisfaction; Understand how to employ the leadership triad -- goal setting, praising, and reprimanding; Define the qualities of successful supervisory leadership; Develop consideration and structure skills; Create a climate for maximizing worker performance and your supervisory success. Those who should attend include new supervisors with less than one year of experience or those projected to be promoted to supervisory positions.

June 14 Thursday 9:00 a.m. – 5:00 p.m. (8 Hrs)

Fee: \$225

Class Limit: 20

CITEC

Room 341M

Leadership Training Level II - CEW 30703

Because successful supervisory leadership is dependent on the willingness of others to follow, understanding oneself is paramount to understanding and influencing others to achieve desired workplace results. This training process will enable supervisory leaders to integrate the foundational tools acquired in Level I to successfully reduce conflict and tension, motivate employees to higher levels of performance, and to effectively manage expectations. Learning Objectives: Understand effective communication and its role in problem prevention; Assess your communication style and its impact on others; Learn how to meet the needs and expectations of others; Practice strategies for reducing conflict and tension in the workplace; Acquire tools for activating the leadership triad; Learn how to create a motivating work climate; Assess strategies for improving individual and group performance; Understand your personality type and the link to the success pyramid. Those who should attend include supervisors with more than one year of experience and/or who have completed Level I Basic Supervisory Leadership Skills.

June 21 Thursday 9:00 a.m. – 5:00 p.m. (8 Hrs)

Fee: \$225

Class Limit: 20

CITEC

Room 341M

Employee Hiring Seminar - CEW 30704

Poor hiring decisions are typically costly and wasteful. Moreover, the absence of a formalized and structured hiring process typically creates difficulties in the eventual development and retention of desirable employees. This training process is designed to encourage the most effective hiring decisions based on a logical, thorough, and sound process that stimulates development and retention. Those who should attend include Supervisors, managers, HR staff, and others involved in recruiting, interviewing, and selecting job applicants.

Learning Objectives:

- *Preparing structured interview schedule of questions
- *Comprehending legal considerations in hiring
- *Reducing the potential for legal exposure in performance reviews
- *Planning, conducting, scoring, & documenting the structured interview
- *Guidelines for improving the performance development process
- *Justifying the hiring decision
- *Strategies for developing your people
- *Strategies for retaining your best people

Cost to attend is \$75/person that includes training, all presentation materials, and refreshments. Advance registration is required prior to Friday, June 22; and, will be limited to the first 20 registrants

June 26 Tuesday 1:00 p.m. - 4:30 p.m. (3.5 Hrs)

Fee: \$75

Class Limit: 20

CITEC

Room 330M

Employee Manuals Training – CEW # 30705

It is imperative that every organization has a written employee handbook. A handbook is necessary to both protect organizations as well as educating employees about why they should work for your company, what they should expect from you, and what you expect from them. Thus, a handbook is a communications tool for showing people how your business works. This training will help organizations avoid legal problems, avoid typical problems encountered in handbook language, and create or rewrite policies that are both practical and legally sound. Includes training and after-lunch work session. Please bring your employee manual to work on. Those who should attend include HR professionals and others who are involved in directing or managing employee relations.

Includes training and after-lunch work session. Please bring your employee manual to work on.

Learning Objectives:

- *Rationale for having an employee handbook
- *Avoiding common handbook mistakes
- *Essentials for every employee handbook
- *Changing/upgrading employee handbooks
- *What to leave out of employee handbooks

Registration: Cost to attend is \$110/person, which includes training, all presentation materials, and refreshments. Advance registration is required prior to Friday, August 10; and, will be limited to the first 20 registrants.

August 14 Tuesday 9:00 a.m.- 3 p.m. (6 Hrs)

Fee: \$110

Class Limit: 20

CITEC

Room 105M



Bryant & Stratton College

The Professional Skills Center at Bryant & Stratton College offers HR Solutions to those seeking measurable results for career-specific training and talent recruitment services.

This service is offered to the individual wanting to advance professionally as well as the employer account, looking to maximize staff performance. Bryant & Stratton College is very excited to be in partnership with Clinton Community College. Together we can assist individuals to identify the workplace competencies and technical skills they need for career mobility and success. These development options include skills training, advanced credentials or designations, licenses, certifications and continuing education (CE) coursework that is specific to their function. Our representatives will help prospective students to select the training program that meets their development plans, schedule and learning preferences.

Ethics & Confidentiality - CEW 30706

This course will examine issues that are critical to healthcare professionals. Patient and record confidentiality and the legal aspects of working with medical records are discussed. Upon completion of this course, participants will be able to:

- Explain why knowledge of ethical behavior relative to confidentiality is important in the healthcare setting.
- Distinguish among law, ethics, etiquette, and protocol.
- In a generalized sense, state the consequences of illegal and unethical behavior.
- Demonstrate ethical and legal methods for documentation or communication relating to confidential information.

May 7 Monday 8:00 a.m. - 4:00 p.m. (8 Hrs)

Fee: \$99

Class Limit: 25

Bryant & Stratton

Room 340M

Introduction to Medical Coding - CEW 30707

Upon completion of this course, participants will be able to apply medical terminology and anatomy together with coding practice. They will demonstrate an understanding of coding documentation, principles, and procedures. Topics include ICD-9, CPT-4, HCPCS, coding principles for injuries, bundling and unbundling, establishing medical necessity, chart reviews, coordination of diagnosis to procedure, documentation requirements, and E/M coding. Textbook listing provided at time of registration and must be purchased online through Bryant & Stratton College.

May 10 - July 30 (No Class May 28) Mondays & Thursdays 5:30 p.m. - 8:30 p.m. (69 Hrs)

Fee: \$699

Class Limit: 25

Bryant & Stratton

Room 340M

Professional Medical Coding Curriculum - CEW 30708

This comprehensive Medical Coding Curriculum is the official instructional program of the American Academy of Professional Coders and culminates in the national certification examination for Certified Professional Coders (CPC). All aspects of CPT, ICD-9, and HCPCS coding are covered, as well as coding practices, ethics, and standards. Textbook listing provided at time of registration and must be purchased online through Bryant & Stratton College.

August 2 - November 8 (No class September 3 or October 8) Mondays & Thursdays 5:30 p.m. - 8:30 p.m. (81 Hrs)

Fee: \$2,379

Class Limit: 25

Bryant & Stratton

Room TBA

Hazard Analysis and Critical Control Point (HACCP) ServSafe Certification – CEW 30724

This course is designed to give the manager/operator a working knowledge in the changes to the FDA Food Code and the principles and practices currently available for proper food sanitation and the application of Hazard Analysis Critical Control point (HACCP). Deadline to register is July 20, 2007

Participants will need to attend both sessions and complete the national examination, achieving 75% or above to become certified. This is a two-day course.

Specific Topics: Serving Food Safely, New Food Changes, HACCP Principles, Role of the Regulatory Agency

BOOKS MUST BE PICKED UP AT THE COLLEGE BOOKSTORE AT CLINTON COMMUNITY COLLEGE AND READ BY THE START OF CLASS.

August 6 & 7 Monday & Tuesday 8:00 a.m. – 4:00 p.m. (16 Hrs)

Fee: \$225

Class Limit: 40

Dan Brewer

Room 107M



“ServSafe is a great tool for establishing safety standards in the food service business. As general manager for Sodexo campus services at CCC and a ServSafe Certified Instructor, I love teaching this course and I'm proud to have been involved with the program for over 5 years. This course affords smaller establishments the opportunity for certification, which will soon be a requirement.”

-Dan Brewer

Another Clinton Advantage College Entry Program



Are you an adult learner
considering college?

Let the *College Entry Program* (CEP)
make the transition easy for you!

Fall Classes start August 29, 2007
Call Carl Chilson at (518) 562-4144.

Driving

Five Hour Pre-Licensing - CEW 30709

The Five Hour Pre-Licensing course is required for those desiring to obtain a New York State driver's license. Participants will learn to recognize and define driving as a mental, physical, and social task involving the interaction of the operator, the environment, and the vehicle; to identify factors that can impair a driver's ability and the legal and moral responsibilities of highway users; and to recognize dangerous drivers and driving situations and how to react safely to protect themselves from possible injury or death by using seat belts. Students enrolling in the Five Hour Pre-Licensing Course must have a valid Learner's Permit and must bring their NYS Learner's Permit to class. Note: This class is mandated by New York State and each participant must be in class at the exact starting time listed on your receipt. Late arrivals cannot be allowed in class.

Session A:

May 19
Saturday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Mike Deeb
Room 105M

Session B:

June 2
Saturday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Mike Deeb
Room 105M

Session C:

June 16
Saturday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Mike Deeb
Room 105M

Session D:

June 26
Tuesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Mike Deeb
Room 105M

Session E:

June 27
Wednesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Keith Tedford
Room 105M

Session F:

June 28
Thursday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Mike Deeb
Room 105M

Session G:

July 3
Tuesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Colleen Courtney
Room 105M

Session H:

July 5
Thursday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Keith Tedford
Room 105M

Session I:

July 10
Tuesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Colleen Courtney
Room 350M

Session J:

July 11
Wednesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Colleen Courtney
Room 105M

Session K:

July 12
Thursday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Keith Tedford
Room 105M

Session L:

July 17
Tuesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Mike Deeb
Room 105M

Session M:

July 18
Wednesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Colleen Courtney
Room 105M

Session N:

July 19
Thursday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Colleen Courtney
Room 350M

Session O:

July 19
Thursday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Keith Tedford
Room 105M

Session P:

July 24
Tuesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Mike Deeb
Room 105M

Session Q:

July 25
Wednesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Colleen Courtney
Room 105M

Session R:

July 26
Thursday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Keith Tedford
Room 105M

Session S:
August 7
Tuesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Mike Deeb
Room 105M

Session V:
August 16
Thursday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Keith Tedford
Room 105M

Session Y:
August 23
Thursday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Keith Tedford
Room 105M

Session T:
August 8
Wednesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Mike Deeb
Room 105M

Session W:
August 21
Tuesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Mike Deeb
Room 105M

Fee: \$25
Class Limit: 23

Session U:
August 9
Thursday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Keith Tedford
Room 105M

Session X:
August 22
Wednesday
9:00 a.m. - 3:00 p.m. (5.5 Hrs)
Mike Deeb
Room 105M

Defensive Driving - CEW 30710

NYS DMV approved course sponsored by the National Safety Council for driver's license penalty point reduction (up to 4 points) and auto liability and collision insurance premium reduction (10%). The insurance reduction is available only to the principal operator. This course can be taken once every 18 months for driver's license point reduction and once every three years for insurance reduction. Please bring your NYS Driver's License to class. Please Note: Each participant must be in class at the exact starting time of 9:00 a.m. Late arrivals cannot be allowed in the class. Also, participants with out-of-state driver's licenses must call the Continuing Education Department at 562-4143, for important information before registering.

Session A:
May 19
Saturday
9:00 a.m. - 3:30 p.m. (6.5 Hrs)
Dan Deyoe
Room 350M

Session C:
June 30
Saturday
9:00 a.m. - 3:30 p.m. (6.5 Hrs)
Keith Tedford
Room 105M

Session E:
August 11
Saturday
9:00 a.m. - 3:30 p.m. (6.5 Hrs)
Dana Poirier
Room 105M

Session B:
June 2
Saturday
9:00 a.m. - 3:30 p.m. (6.5 Hrs)
Dan Deyoe
Room 350M

Session D:
July 21
Saturday
9:00 a.m. - 3:30 p.m. (6.5 Hrs)
Mike Deeb
Room 105M

Session F:
August 25
Saturday
9:00 a.m. - 3:30 p.m. (6.5 Hrs)
Dan Deyoe
Room 105M

Fee: \$40
Class Room: 24

Community Service & Interest

Girl Scouts of the North Country Youth Mentoring Training - CEW 30711

The Girl Scouts of the North Country would like you to join the volunteer ranks that help girls grow strong. They are looking for adults (18 and older) to commit to mentoring local girls through their valuable Girl Scout programming. You can mentor girls 4 - 17 years of age throughout the tri-county area of Clinton, Essex and Franklin counties. Attend this Youth Mentoring training and learn about Girl Scouting history, North Country Girl Scouting basics, finance management, product sales management, how to make age appropriate lesson plans, and most importantly, how to build girls of courage, confidence, and character that make the world a better place.

July 9 Monday 5:30pm - 7:30pm (2 Hrs)

Fee: N/A

Class Limit: 50

Lauren Colver

Room 105M

American Red Cross Babysitting CEW 30712

The Babysitter's Training course has a unique interactive, educational format that tasks youth, ages 11 - 14 years of age, with activities such as identifying safety problems around the house and yard and selecting age-appropriate toys and games for children in their care. Participants learn by doing. This format, along with the course video and an enthusiastic instructor, keeps the interest of the babysitters and provides a meaningful classroom experience. Please bring a bag lunch and beverage.

July 12 Thursday 10:00 a.m. - 3:00 p.m. (5 Hrs)

Fee: \$55

Class Limit: 12

Cindy Casler

Room 107M

Did you know:

You could use the Fitness Center at Clinton?

Foundation contributors at the \$100+ level and Alumni contributors at the \$75+ level may use the facility at no charge. Membership cards are valid for one year from the date of contribution.

The Fitness Center facilities include:

- Weight Room
- CardioVascular Equipment
 - indoor track (1/12 mile lap)
 - Nautilus, York, Hoist, Pyramid
- Racquetball Courts (reservation only)
- Aerobic Room
- Gymnasium

For more information, call (518)562-4195 or visit the web at <http://www.clinton.edu/alumni/hyperbrochure.cxml>



Personal Enrichment

Personal and Family Emergency Preparedness - CEW 30713

The single most important thing you can do to survive a disaster is to be mentally prepared. Being prepared for an emergency will ultimately save lives. Disaster can strike quickly and without warning. It can force you to evacuate your neighborhood or confine you to your home. Families can and do cope with disaster by preparing in advance and working as a team. This course will provide emergency preparedness for three levels; shorter types of incidents like short term power outages, situations that may require that you evacuate your home, and long term events that require that you have some resources stored.

Session A:

June 13
Wednesday
6:00 p.m.- 8:00 p.m. (2 Hrs)
Room 105M

Session B:

June 20
Wednesday
6:00 p.m.- 8:00 p.m. (2 Hrs)
Room 105M

Rick Healy
Fee: \$10
Class Limit: 40

Beginning Sign Language - CEW 30714*

This workshop is for anyone who wishes to learn to sign and understand deaf culture. This course will provide participants with an introduction to American Sign Language (ASL). Handouts will be provided to allow for home practice between classes.

June 21 - August 9 Thursday 6:00 p.m. -8:00 p.m.(16 Hrs)
Fee: \$85
Class Limit: 15
Diana Juneau
Room 107M

Adult Spanish Conversational Workshop - CEW 30715

Spanish is a romance language everyone should learn not only for the rich culture it represents but also because it is the second most spoken language in the United States and third in the world! With this course, participants will immediately begin to listen and speak in Spanish. The focus of the course will be on the four discourses of communication: socializing, asking and providing information, expressing feelings; and persuasion.

June 14 - August 2 Thursdays 6:00 p.m. - 8:00 p.m. (16 Hrs)
Fee: \$90
Class Limit: 20
Geneva Barnaby
Room 341M

Spanish for Kids I - CEW 30716

Children love to learn new languages. During this workshop, participants will listen to stories and songs; talk to other children using basic socializing phrases, play various memory games, and write simple Spanish! Students will focus on the basics of language learning: abc's, colors, numbers, days of the week, shapes, body parts, and animals.

June 12 – August 14 Tuesdays 6:00 p.m. – 7:00 p.m. (10 Hrs)
Fee: \$65
Class Limit: 15
Geneva Barnaby
Room 107M

Personal Enrichment Continued

Spanish for Kids II - CEW 30717

This course will be a continuation of the Level I course. Participation in this class will allow students the opportunity to continue expanding their understanding of the Spanish language while having fun with other students their age. Similar to Spanish for Kids I, participants will listen to stories and songs, talk to other children using advanced socializing phrases, play various memory games, and write in Spanish.

June 11 – August 13 Mondays 6:00 p.m. – 7:00 p.m. (10 Hrs)

Fee: \$65

Class Limit: 15

Geneva Barnaby

Room 107M

Too Young to Retire - CEW 30718

This course is based on the book, *Too Young to Retire: 101 Ways to Start the Rest of Your Life* by Marika and Howard Stone. "The rest of your life is uncharted territory, full of twists, switchbacks, surprises, and bumps... It is clear the 21st century will demand more of all of us, young or old. The authors explain how to awaken the inner activist or volunteer. Many individuals idea of retirement means giving up your life – even if you give up your job there should be other interests you would pursue, perhaps more aggressively than your previous job. This course is structured to help individual design a life plan that includes the big elements: money, health and time.

June 12 - July 17 Tuesdays 5:30 p.m. - 6:30 p.m. (6 Hrs)

Fee: \$40

Class Limit: 12

Hope Coryer

Room 341M

Beginning Golf - CEW 30719

Get into the "swing of things." If you've always wanted to learn golf, here's your chance. This course will provide hands-on help using irons and woods. Participants will also learn about GPA rules, etiquette, and terminology. Clubs will be provided, or students can bring their own. Register early as this workshop fills quickly. (Arrangements will be made at the first class to meet at a golf course thereafter. Greens and driving fees are not included in the workshop fee).

June 11, 13, 15 & 18 Monday, Wednesday, Friday, & Monday 5:30 p.m. - 8:30 p.m. (12 Hrs)

Fee: \$90

Class Limit: 12

Don Bainbridge

Room 208H

Introduction to Tai Chi - CEW 30720

Discover how this ancient Chinese martial art can be used to improve stamina, flexibility, circulation, balance, bone density, and mental function. Exercises are done in a slow, gentle series of continuous fluid movements, and can accommodate all ages and levels of physical ability. The daily practice of this art leads to a feeling of calmness and well-being, while also stimulating your mind.

June 4 - July 23 Mondays 6:30 p.m. - 7:30 p.m. (8 Hrs)

Fee: \$50

Class Limit: 12

Naomi Bradshaw

Room HPER Aerobic Room

Beginning/Intermediate Pilates - CEW 30721

This course will focus on the fundamentals of Pilates. Pilates are exercises designed to enhance flexibility and strength without adding bulk. Unlike other toning programs, Pilates relies on one's own body for resistance. Participants will receive a great workout while emphasizing toning and stretching.

June 26 - August 9 Tuesdays & Thursdays 6:15 p.m. - 7:15 p.m. (14 Hrs)

Fee: \$80

Class Limit: 10

Valeri Raugi

Room HPER Aerobic Room

Body Sculpting - CEW 30722

This course will help participants shape up while having fun in the process. Body sculpting uses hand weights, resistance bands, body bars, resist-a-balls, and other equipment to tone and sculpt the entire body. Concentration is on toning all of the major muscle groups of the upper and lower body. A great full-body toning workout!

June 25 - August 8 (No classes July 4) Mondays & Wednesdays 4:00 p.m. - 5:00 p.m. (13 Hrs)

Fee: \$80

Class Limit: 10

Cherice Granger

Room HPER Aerobic Room

Introduction to Massage - CEW 30723

This workshop will provide a hands-on introduction to massage therapy. This class will be helpful to prospective students or anyone interested in learning how to massage their friends, family or partner. Please bring to class a small bottle of massage oil, pillow, two sheets (one flat and one fitted) and a yoga mat if possible.

June 6 Wednesday 6:00 p.m. - 9:00 p.m. (3 Hrs)

Fee: \$25

Class Limit: 10

Kevin Duniho

Room 341M

CLINTON COUNTY RESIDENCY FORM

For those workshops which have an asterisk (*) by the CEW number, a Certificate of Residency must be completed and presented at the time of registration and payment.

This is a Certificate of Residency for **Clinton County only**. If you are a resident of another county, this form acts as an application to that county for their Certificate of Residency. You can obtain a Certificate of Residency for another county only from the County Treasurer's Office of that county. For assistance in filling out this form, call the Bursar's Office at 562-4135, or the Continuing Education Office at 562-4143.

RESIDENCY FORM

Please print

Name: _____ Last _____ First _____ M.I. _____ Social Security Number _____

Affidavit and application for Certificate of Residency, pursuant to sections 6301 and 6305 of the Education Law, in connection with attendance at a community college.

State of New York County of: _____

I, _____, do hereby swear (or affirm) that I reside at

Name

_____, in the City, Village, Town of _____

Street Address

Name of town

_____, County of _____, State of New York; that I now am, and have been

Zip code

Name of county

For a period of at least one year immediately prior to the date of this affidavit and application, been a resident of the State of New York; that I now am,

or have been for a period of _____ months within the six months immediately prior to the date

Months

of this affidavit and application been a resident of the County of _____; and that I have lived at the following

Name of county

places during the year immediately prior to the date of this affidavit and application:

Address

Dates From

To

Address	Dates From	To
_____	_____	_____
_____	_____	_____
_____	_____	_____

I further state that I plan to enroll in Clinton Community College and that this affidavit and application is made for the purpose of securing from the Chief

Fiscal Officer of the County of _____ a Certificate of Residency pursuant to the requirements of Article 126 of the Education Law.

Name of county

Sworn to (or affirmed) before me this _____ day of _____ year _____

Notary Public or Commissioner of Deeds

Signature of Applicant

Are you graduating from High School this year?

Then take the Clinton Advantage &
Get Ahead with **Clinton Academy**
this summer!

July 5 - August 8



Clinton Academy is a learning community of traditional age students who have just graduated from high school and will be attending a 2- or 4-year college in the fall. This program is designed as a transitioning tool, and will provide advanced skills for college success.

Participants in the program take three courses and are awarded five college credits. The cost is \$225.00 (1/3 regular tuition). Classes will be held from 9:00 to 11:50 am, Monday through Friday.

The schedule is as follows:

Monday: Topics course in Civics (1 cr.)

Tuesday, Wednesday & Thursday: Intro to Sociology (3 cr.)

Friday: Library Research Skills (1 cr.)

For more information contact Willow Nolland at (518) 562-4142
or email at willow.nolland@clinton.edu