



Faulkner State Community College
 Center for Professional Development
 440 Fairhope Ave
 Fairhope, Alabama 36532-2110

Summer Classes 2015
Recreational Courses &
Training for Existing Business & Industry Courses
www.faulknerstate.edu/cpd

Share this brochure with a friend or business associate!

It is the official policy of the Alabama State Department of Postsecondary Education and Faulkner State Community College that no person in Alabama shall, on the grounds of race, color, disability, gender, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination or harassment under any program, activity, or employment.

James H. Faulkner State Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) (1866 Southern Lane, Decatur, Georgia, 30033, Telephone number 404-679-4501) to award Associate in Arts, Associate in Science, Associate in Applied Science Degrees and Certificates. The three-fold purpose for publishing the Commission's access and contact number is to enable interested constituents (1) to learn about the accreditation status of the institution, (2) to file a third-party comment at the time of the institution's decennial review, or (3) to file a complaint against the institution for alleged non-compliance with a standard or requirement. Normal inquiries about Faulkner State Community College, such as admission requirements, financial aid, educational programs, etc., should be addressed directly to Faulkner State Community College and not the Commission's office. For more information, go to <http://www.sacscoc.org>.

Five Convenient Ways to Pre-Register

Online Pre-Registration **NOW** Available
 Phone, Fax, Detach & Mail or Walk-In

Telephone: (251) 990-0445
 or **Toll Free:** 1-800-381-3722 Ext: 0445

Fax: (251) 580-2254

Mail or Walk-In:

Faulkner State Community College
 Center for Professional Development
 440 Fairhope Avenue
 Fairhope, AL 36532-2110

Steps to Pre-Register ONLINE

1. Go to: www.faulknerstate.edu/cpd
2. Click the link for the CPD Online Registration Form.
3. Complete all areas of the form and click "Send."
4. You will receive an email within 24 business hours confirming pre-registration for the classes and payment options (if applicable).

ONLINE Pre-Registration is fast and simple!

Enrollment is not complete until payment has been received.

NOTE: Faulkner State reserves the right to cancel any classes and make instructor and/or course changes without prior notice.

Faulkner State Center for Professional Development
Pre-Registration Form for Summer 2015
PRE-REGISTRATION IS REQUIRED FOR ALL CLASSES

First & Last Name _____

Date of Birth ___/___/___ Email _____

Street _____ PO Box _____

City _____ State _____ Zip _____

Primary Phone _____ Alternate Phone _____

I would like to pre-register for the following courses:

Course Name(s):

Payment Options AFTER Pre-Registration:

On-Site Payment: Once pre-registration information has been confirmed, you may pay at any FSCC campus Business Office with check or cash. Check payments may also be mailed to: FSCC Center for Professional Development, 440 Fairhope Avenue, Fairhope, AL 36532-2110

Confirmation of Pre-Registration must be received BEFORE making payments in person.

COMPUTER

QuickBooks Pro 2014

16 Contact Hours **\$250**
 Instructor: Alicia Spencer
 Prerequisite: Computer Basic I & II or at least 3 years of computer experience
 Course Overview: QuickBooks Pro 2014 is the nation's most popular accounting software program and is one of the easiest to learn! This course offers the bookkeeping skills you need to operate a small business. Learn how to set up your company, establish your chart of accounts, invoice customers, write checks and process accounts payable. Textbooks are included with the cost of the class.
Fairhope Minimum 6/Maximum 12
 TBIFQB60 May 18 & 19 Monday & Tuesday 8am - 5pm

QuickBooks Pro 2015

16 Contact Hours **\$250**
 Instructor: Alicia Spencer
 Prerequisite: Computer Basic I & II or at least 3 years of computer experience
 Course Overview: QuickBooks Pro 2015 is the nation's most popular accounting software program and is one of the easiest to learn! This course offers the bookkeeping skills you need to operate a small business. Learn how to set up your company, establish your chart of accounts, invoice customers, write checks and process accounts payable. Textbooks are included with the cost of the class.
Fairhope Minimum 6/Maximum 12
 (CPA/PA class only in June)
 TBIFQB61 June 23 & 24 Tuesday & Wednesday 8am - 5pm
 TBIFQB62 July 22 & 23 Wednesday & Thursday 8am - 5pm

Rev It Class

6 Contact Hours **\$50**
 Course Overview: Rev it up! This fast-paced course covers test-taking tips and strategies for improving your ACT score. Students will receive 2.5 hours of instruction per topic. This class is for individuals who have already taken the ACT test. The book is not included in cost of the class, but students will need the Real ACT Prep Guide, 3rd edition. Please specify if the book is needed when registering. The cost is \$26.50. You will also need to bring your MacBook or laptop with you to class.
Campus Minimum 10/ Maximum 25
 Gulf Shores: (P101)
 English/Reading:
 May 21, 27, & June 3
 Thursday, Wednesdays 5:30pm - 7:30pm

Campus Minimum 10/ Maximum 25
 Gulf Shores: (P101)
 Math/Science:
 June 1, 4, & 11
 Monday, Thursdays 5:30pm - 7:30pm

Campus Minimum 10/ Maximum 25
 Fairhope: (Fairhope Public Library, 2nd floor) (Room 220)
 Math/Science:
 June 6 & 8
 Saturday 9:30am - 1:30pm
 Monday 6:00pm - 8:00pm

PHOTOGRAPHY

Beginner Digital Photography

9 Contact Hours **\$69**
 Prerequisite: Must have a digital camera and the owner's manual.
 Instructor: Jason Davis
 Course Overview: A fun, hands-on course designed to help you enter the world of digital photography. This course is geared towards point-and-shoot cameras. By learning to use your camera, you will take better photos from vacations, family reunions, or even for online sales.
Fairhope (Minimum 6/Maximum 12)
 CEUFDP60 July 28th - 30th T, W, H 5:00pm - 7:30pm

READY TO WORK

The Ready to Work program is a basic job training program that is available to all Alabama residents who are currently unemployed or under-employed. This program is eight weeks long and meets twice a week. For more information, or to register, please call (251) 990-0431.

Campus Minimum 6/ Maximum 12
 Robertsdale: TBA Tuesday & Thursday 4:30pm - 8:30pm
 Fairhope: TBA Tuesday & Thursday 8:30am - 12:30pm

FINANCIAL

Financial Survival for Retirement

4 Contact Hours **\$25**
 If you are retired or getting close to retirement, this two (2) day course will teach you the fundamental principles to ensure your money lasts. Learn how to better manage and control your investments, get information on basic tax reduction strategies, increase your monthly income, protect your life savings and avoid unnecessary estate taxes.
Campus Minimum 6/ Maximum 20
 Fairhope: Fairhope Public Library 2nd floor (Room 220)
 Thursday June 18 & 25 5:00pm - 7:00pm

A, B, C & Ds of Medicare

2 Contact Hours **\$20**
 Whether you are just turning 65 or have been on Medicare a while, your choices and coverage can be complex. This class will lift your cloud of confusion!
Campus Minimum 6/ Maximum 20
 Fairhope: Fairhope Public Library 2nd floor (Room 220)
 Wednesday June 17 5:00pm - 7:00pm

ACT WORKSHOPS

Prep It

8 Contact Hours **\$99**
 Course Overview: This workshop will familiarize students with test-taking strategies in the areas of Math, English/Reading, and Science. Students will also receive the official ACT Prep Guide, which includes five practice tests. This course is for individuals who have never taken the ACT test. You will also need to bring your MacBook or a laptop with you to class.
Campus Minimum 10/ Maximum 25
 Fairhope: (Fairhope Public Library, 2nd floor) (Room 220)
 May 23, 26, & 28
 Saturday 9:30am - 1:30pm
 Tuesday, Thursday 6:00pm - 8:00pm

NURSING SEMINARS

MAY

Cardiac Topic

May 15 Friday 8:00am - 12:30pm
TBINUR60 Spring Semester
5 Contact Hours Pre-Registration \$45
PRESENTER: Thomas Hospital

Oral Healthcare, HIV & other Infectious Diseases: Challenging Issues in Infection Control & the Dental Setting

May 29 Friday 9:30am - 11:30am
TBIDEN60 Summer Semester
2 Contact Hours Dr. Jeffrey Hill, DMD
Pre-Registration \$40 per person
3 or more attendees from same office \$35 per person

JUNE

Diabetes A to Z

June 12 & 19 Friday 8am - 4:30pm
TBINUR60 Summer Semester
16 Contact Hours Pre-Registration \$160
PRESENTER: Thomas Hospital

AUGUST

Pediatric Topic

August 14 Friday 8am - 12:30pm
TBINUR60 Fall Semester
5 Contact Hours Pre-Registration \$45
PRESENTER: Thomas Hospital