

Arlington Community Learning

Spring 2022 Catalog

Register online at www.apsva.us/acl



Arlington
Public
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Arlington Community Learning

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Message from the Superintendent

Dear Arlington Community,

I am pleased to announce that registration is now open for the spring 2022 Arlington Community Learning (ACL) semester. As you flip through the pages of this course catalog, you will not only notice the great variety of classes that are offered, but the different delivery methods that are available as well. There are dynamic instructor-led online classes, flexible self-paced classes, blended instruction, and in-person classes. Our in-person classes take place in a safe environment and in facilities that are conducive for learning.

The Arlington Community Learning Program prides itself on its high-quality, affordable classes with usually no more than 12 students in each class. In addition to learning something interesting, fun, or informative, ACL is also a great place to connect with your community, make new friends, and engage with others who have similar interests.

I encourage you to review what we have to offer and register for a class or two this upcoming spring term!

Sincerely,

Dr. Francisco Durán, Superintendent
Arlington Public Schools

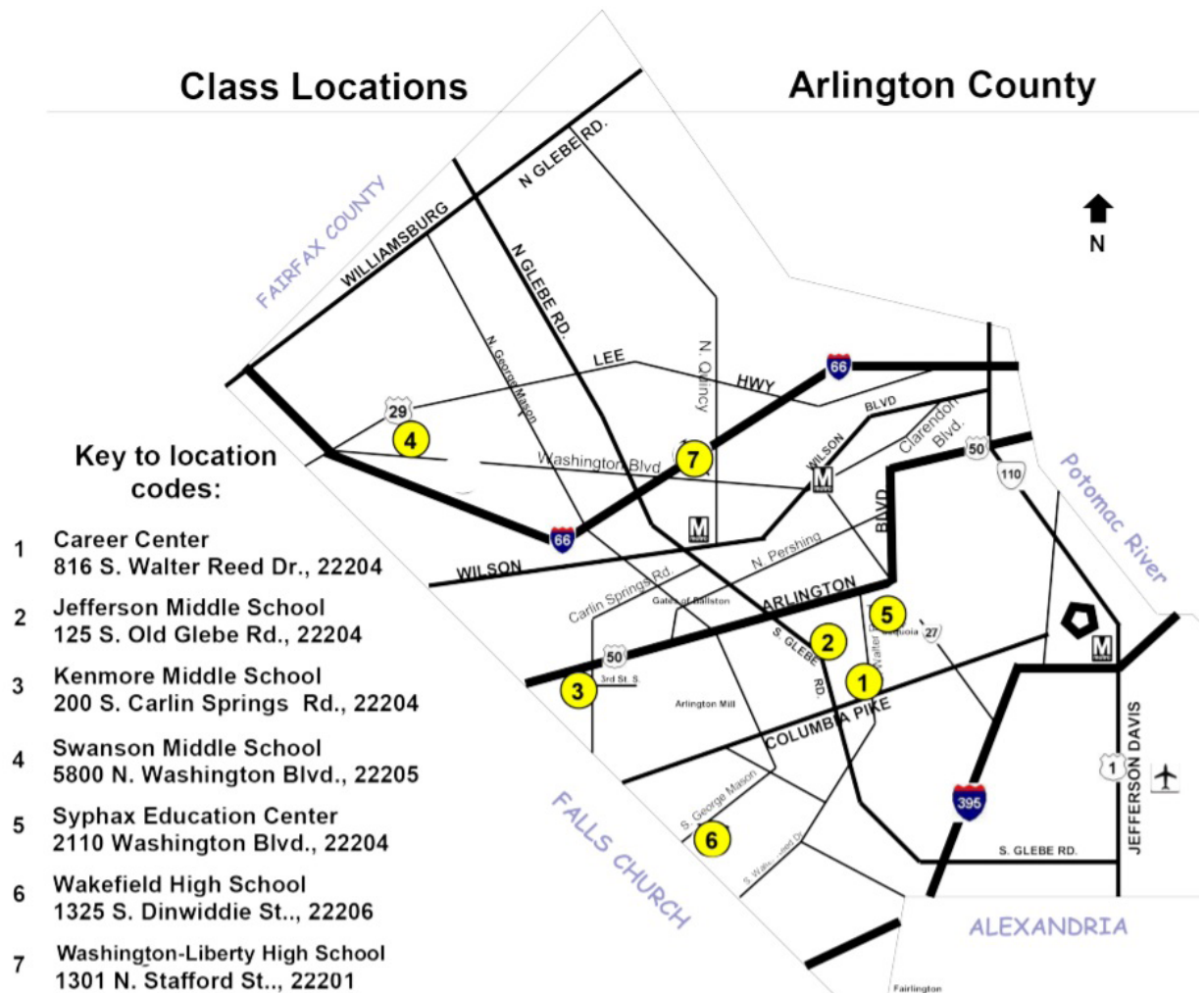
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Class Locations

Arlington County



INTERPRETING COURSE INFORMATION (SAMPLE)

Course name	Course description	Resident, Non-Resident, and Senior Citizen prices
Painting	Beginning through advanced oil and acrylic; supplies (approx. \$54).	
Arl. Res. \$149	Arl. Sr. \$98	Non-Res. \$197
FA301	Glebe 11	6/7 T 1:00p
Course number	Location code	Starting date
	Room number	Day(s) course held
		Starting time
		Instructor
		Number of classes
		McElvany 5-3 hr

Choose the right foreign language class for you!

Foreign Languages

See page 15 for information on purchasing your textbook.



An Amazing Virtual Visit to Prague

Come along on a magical visit to the famous city of Prague. Explore the most important sites and learn a little about history and art as well as famous composers and writers. Discover great places to sample Czech cuisine and come to love this city. From the famous Wenceslaus Square to Charles Bridge, to the historic Jewish Quarter and Synagogue and on to Hradcany Castle and the Golden Street, plus many other famous places, let's explore this wonderful city.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

GI231 Online 06/23 Thu 6:30p La Force 1 - 2 hr

French - Fairy Tales & Pronunciation

Proper pronunciation is critical when speaking a language. Through the study and reading aloud of French fairy tales, the instructor will address the trickier points of proper French pronunciation, teach pertinent points of grammar and lead a discussion of the content. Pre-requisite: French Beginning 2.

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLFR15 Online 04/23 Sat 11:15a Stuart 10 - 2 hr

French Grammar Workshop - Level 1

Prerequisite: French Beginning - Level 1 or Level 2. To speak a language correctly, it's important to know that grammar. This class is designed specifically with that purpose in mind. You will review the conjugation of verbs, practice basic conversation, build vocabulary and review grammar skills.

Arl. Res. \$119 Arl. Sr. \$109 Non-Res. \$129

FLFR20 Online 05/04 Wed 6:30p Mattioli 5 - 2 hr

Spanish - Beginning 1

Required text: Dicho y Hecho 7th Edition. ISBN-10: 0471268860

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLSP01A Online 04/20 Wed 7p Contreras 10 - 2 hr

FLSP01B Syphax 126 04/20 Wed 10a Sarmiento 10 - 2 hr

FLSP01C W-L 2018 04/21 Thu 7p Sarmiento 10 - 2 hr

Spanish - Beginning 2

Required text: Dicho y Hecho 7th Edition. ISBN-10: 0471268860

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLSP02A Online 04/19 Tue 7p Contreras 10 - 2 hr

FLSP02B Syphax 126 04/20 Wed 10a Sarmiento 10 - 2 hr

Spanish - Beginning 3

Required text: Dicho y Hecho 7th edition. ISBN-10: 0471268860

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLSP03A Syphax 117 04/19 Tue 10a Santos 10 - 2 hr

FLSP03B W-L 2002 04/19 Tue 7p Castellanos 10 - 2 hr

Spanish - Intermediate 1

Required text: Dicho y Hecho 7th Edition. ISBN-10: 0471268860

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLSP04A Syphax 126 04/19 Tue 1p Santos 10 - 2 hr

FLSP04B Online 04/21 Thu 7p Castellanos 10 - 2 hr

Spanish - Intermediate 2

Required text: Dicho y Hecho, 7th Edition. ISBN-10: 0471268860

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLSP05A Online 04/19 Tue 6:30p Quiroga 10 - 2 hr

FLSP05B Syphax 126 04/21 Thu 10a Santos 10 - 2 hr

Spanish - Intermediate 3

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLSP06 Syphax 126 - Hybrid 04/21 Thu 1p Santos 10 - 2 hr

Spanish - Daytime Advanced /Conversation

Arl. Res. \$189 Arl. Sr. \$179 Non-Res. \$199

FLSP08 Syphax 126 04/25 Mon 10a Bucelli 8 - 2 hr

Beginning - Level 1

This course is for beginner students without any knowledge of the language. Course includes basic elements of grammar, vocabulary, oral skills, listening comprehension, and small amount of reading and writing.

Beginning - Level 2

Prerequisite: Beginners I or equivalent knowledge. This class is a continuation of Beginners I and is designed for students with some knowledge of the language. Course will focus on elements of grammar, building vocabulary, pronunciation, listening comprehension, and reading and writing.

Beginning - Level 3

Prerequisite: Beginners II or equivalent knowledge. A continuation of Beginners II. This course is designed to expand grammar and vocabulary. Class focus on developing conversation skills through oral and written exercises on a variety of topics.

Intermediate - Level 1

Prerequisite: Beginners III or equivalent knowledge. A continuation of Beginners III. This course will continue to expand your vocabulary and improve your grammar skills. More emphasis will be placed on conversation skills through oral and written exercises on a variety of topics.

Intermediate - Level 2

Prerequisite: Intermediate I or equivalent knowledge. A continuation of Intermediate I. This course is primarily taught in the foreign language with some English. Course will focus on more fluid conversation skills. Reading, writing and oral exercises in the foreign language will be practiced.

Intermediate - Level 3

Prerequisite: Intermediate II or equivalent knowledge. A continuation of Intermediate II. This course is taught in the foreign language. Course will focus on more fluid conversation skills. Reading, writing and oral presentations in the foreign language will be practiced.

Conversation

Designed for fluent speakers. Emphasis will be on oral and reading skills. Translation, some writing, conversation, and vocabulary will be covered. Class will be conducted in the foreign language.

French - Beginning 1

Required text: Practice Makes Perfect: Basic French, ISBN 13-978-1259836398.

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLFR01A W-L 2209 04/20 Wed 7p Staff 10 - 2 hr

FLFR01B Online 04/23 Sat 10a Mattioli 10 - 2 hr

French - Beginning 2

Required text: Practice Makes Perfect: Complete French All-in-One ISBN-13: 978-1260121032

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLFR02 Online 04/23 Sat 9a Stuart 10 - 2 hr

French - Beginning 3

Required text: Practice Makes Perfect: Complete French All-in-One ISBN-13: 978-1260121032

Arl. Res. \$189 Arl. Sr. \$179 Non-Res. \$199

FLFR03A Online 04/20 Wed 1p O'Neil 8 - 2 hr

FLFR03B Online 04/20 Wed 7p O'Neil 8 - 2 hr

French - Intermediate 1

Required text: Practice Makes Perfect: Complete French All-in-One ISBN-13: 978-1260121032

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLFR04 Online 04/20 Wed 7p Stuart 10 - 2 hr

French - Intermediate Conversation

For intermediate level speakers. In this course geared towards improving the student's ability to converse, the instructor will lead structured discussions drawn from selections to be read aloud during class, assigned French film(s), and exercises that incorporate French idioms.

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLFR07 Online 04/19 Tue 7p Stuart 10 - 2 hr

French - Advanced Conversation

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLFR09A Online 04/19 Tue 10a Stuart 10 - 2 hr

FLFR09B Online 04/21 Thu 10a Stuart 10 - 2 hr

French - Conversational

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259

FLFR10 Online 04/18 Mon 7p Van Duyen 10 - 2 hr

A Virtual Tour of the South of France

Go on a whirlwind tour of Provence and the Cote d' Azur, including the best sites, history, art, food, and wine, in this virtual exploration of the South of France through maps, photos, and other visuals. We'll start off in the port city of Marseille, which has undergone a recent renaissance; then move on to Avignon, once the papal seat, and the magical perched villages of the Luberon; St. Remy and Arles, filled with Roman history and Van Gogh's legacy; and, finally, the glitzy Cote d' Azur, the famous French Riviera. You can use this class to plan your next trip, or simply sit back and enjoy a tour of one of the world's most captivating destinations.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89

GI232 Online 06/08 Wed 6:30p Kennedy 4 - 2 hr

Spanish Conversation

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLSP10 Online 04/20 Wed 7p Nova 10 - 2 hr

Spanish - Grammar Workshop 1

Prerequisite: Spanish Beginning - Level 1 or Level 2. To speak a language correctly, it's important to know that grammar. This class is designed specifically with that purpose in mind. You will review the conjugation of verbs, practice basic conversation, build vocabulary and review grammar skills.

Arl. Res. \$119 Arl. Sr. \$109 Non-Res. \$129
FLSP20 Syphax 117 04/27 Wed 1p Santos 5 - 2 hr

Spanish - Grammar Workshop 2

Prerequisites: Grammar-Workshop 1 or Spanish Beginning 3 or Intermediate level 1.

Arl. Res. \$119 Arl. Sr. \$109 Non-Res. \$129
FLSP22 Syphax 117 06/01 Wed 1p Santos 5 - 2 hr

Spanish For Medical Professionals

Whether you speak some Spanish and need a refresher, or speak no Spanish, you will complete the course with the skills you will need to effectively communicate with your Spanish-speaking patients. Students will need to order an eBook for under \$15, or the paperback book version. See online for complete description. Tuition: \$290 - Class offered Online.

FLSP40U 04/04 - 5/27 Access class 24/7; weekly assignments

Italian - Beginning 1

Required text: Practice Makes Perfect: Complete Italian All-in-One ISBN: 13:978-1260455120.

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLIT01A Online 04/20 Wed 11:30a Stoss 10 - 2 hr
FLIT01B Syphax 107 04/21 Thu 6:30p Pulver 10 - 2 hr

Italian - Beginning 2

Required text: Practice Makes Perfect: Complete Italian All-in-One ISBN: 13:978-1260455120.

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLIT02A Online 04/20 Wed 7p Sibilla 10 - 2 hr

Italian - Beginning 2

Required text: Practice Makes Perfect: Complete Italian All-in-One ISBN: 13:978-1260455120.

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLIT02B Online 04/21 Thu 11:30a Stoss 10 - 2 hr

Italian - Beginning 3

Required text: Practice Makes Perfect: Complete Italian All-in-One ISBN: 13:978-1260455120.

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLIT03 Online 04/21 Thu 7p Sibilla 10 - 2 hr

Italian - Intermediate 3

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLIT06 Online 04/18 Mon 11:30a Stoss 10 - 2 hr

Italian - Intermediate 4

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLIT07 Online 04/21 Thu 10a Sibilla 10 - 2 hr

Italian - Advanced Conversation

Arl. Res. \$189 Arl. Sr. \$179 Non-Res. \$199
FLIT11 Online 04/25 Mon 5p Bucelli 8 - 2 hr

Portuguese (Brazilian) - Beginning 1

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLPR01 Online 04/19 Tue 7p Mattioli 10 - 2 hr

Portuguese Conversational

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLPR10 Online 04/14 Thu 7p Mattioli 10 - 2 hr

German - Beginning 1

Required text: Schaum's Outlines, German Grammar, 6th Edition; 2019, ISBN 978-1-260-12099-8

Arl. Res. \$189 Arl. Sr. \$169 Non-Res. \$209
FLGM01 Online 04/21 Thu 7p Weerth 8 - 2 hr

German - Beginning 2

Required text: Schaum's Outlines, German Grammar, 6th Edition; 2019, ISBN 978-1-260-12099-8

Arl. Res. \$189 Arl. Sr. \$179 Non-Res. \$199
FLGM02 Online 04/19 Tue 7p Graham 8 - 2 hr

German - Intermediate 3

Arl. Res. \$189 Arl. Sr. \$169 Non-Res. \$209
FLGM06 Online 04/20 Wed 7p Weerth 8 - 2 hr

Russian - Beginning 1

Required Text: Live from Moscow, Volume 1 ISBN 0787227064

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLRS01A Syphax 126 04/18 Mon 10a Vassikova 8 - 2.5 hr

Required Text: - Beginner's Russian with Interactive Online Workbook, ISBN- 13: 978-0-7818-1251-1

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLRS01B Online 04/18 Mon 7p Scheuchenzuber 10 - 2 hr

Russian - Beginning 2

Required Text: Live from Moscow, Volume 1 ISBN 0787227064

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLRS02 Online 04/19 Tue 6:30p Vassikova 8 - 2.5 hr

Russian - Beginning 3

Arl. Res. \$189 Arl. Sr. \$179 Non-Res. \$199
FLRS03 Online 04/18 Mon 7p Staff 8 - 2 hr

Russian - Intermediate 1

See online description for textbook information.

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLRS04 Online 04/19 Tue 7p Scheuchenzuber 10 - 2 hr

Russian - Advanced Level 1

See online description for textbook information.

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLRS12 Online 04/21 Thu 7p Scheuchenzuber 10 - 2 hr

Turkish - Beginning 1

Required text: Turkish A1 for Foreigners Istanbul Beginner Course Book with Workbook and CD. ISBN 9786054892136

Arl. Res. \$189 Arl. Sr. \$169 Non-Res. \$209
FLTK01 Online 04/18 Mon 6:30p Kalis 8 - 2 hr

Turkish - Beginning 3

Required text: Turkish A1 for Foreigners Istanbul Beginner Course Book with Workbook and CD. ISBN 9786054892136

Arl. Res. \$189 Arl. Sr. \$169 Non-Res. \$209
FLTK03 Syphax 126 04/19 Tue 6:30p Kalis 8 - 2 hr

Arabic - Beginning 1

Required text: Alif Baa - Introduction to Arabic Letters and Sounds, Third Edition, and Companion Website ISBN-10: 1626161224

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLAR01A Online 04/21 Thu 1p El-Hakim 10 - 2 hr
FLAR01B Online 04/21 Thu 7p El-Hakim 10 - 2 hr

Arabic - Beginning 2

Required text: Textbook: Alif Baa - Introduction to Arabic Letters and Sounds, Third Edition, and Companion Website ISBN-10: 1626161224.

Arl. Res. \$189 Arl. Sr. \$179 Non-Res. \$199
FLAR02 Online 04/19 Tue 7p Haddad 8 - 2 hr

Arabic - Beginning 4

Arl. Res. \$189 Arl. Sr. \$179 Non-Res. \$199
FLAR04 Online 04/21 Thu 7p Haddad 8 - 2 hr

Arabic - Intermediate 3

Arl. Res. \$189 Arl. Sr. \$179 Non-Res. \$199
FLAR06 Online 04/20 Wed 7p Haddad 8 - 2 hr

Chinese Mandarin - Beginning 1

Required text: Living Language, Mandarin Chinese ISBN 978-0-307-47861-0

Arl. Res. \$189 Arl. Sr. \$179 Non-Res. \$199
FLCH01 Online 05/04 Wed 7p Staff 8 - 2 hr

Chinese Mandarin - Intermediate

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLCH05 Online 04/18 Mon 7p Han 10 - 2 hr

Chinese Reading & Writing

Textbook: Basic Mandarin Chinese, Reading & Writing ISBN 978-0-8048-4726-1.

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLCH15 Online 04/20 Wed 7p Yang 10 - 2 hr

Japanese - Beginning 1

Required text: Japanese for Busy People I, ISBN 10: 1568363842 (Romanized version recommended).

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLJP01 Online 04/13 Wed 7p Takamatsu 10 - 2 hr

Japanese - Beginning 2

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLJP02 Online 04/21 Thu 7p Endo 10 - 2 hr

Japanese - Beginning 3

Required text: Japanese for Busy People I, ISBN 10: 1568363842 (Romanized version recommended).

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLJP03 Online 04/19 Tue 7p Endo 10 - 2 hr

Japanese - Beginning 4

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLJP04 Online 04/20 Wed 7p Swanson 10 - 2 hr

Japanese - Intermediate 3

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLJP06 Online 04/20 Wed 7p Endo 10 - 2 hr

Japanese - Advanced 3

Arl. Res. \$239 Arl. Sr. \$219 Non-Res. \$259
FLJP09 Online 04/21 Thu 7p Swanson 10 - 2 hr

Korean - Beginning 1

Arl. Res. \$189 Arl. Sr. \$169 Non-Res. \$209
FLKR01 Syphax 126 05/04 Wed 6:30p Staff 8 - 2 hr

Arlington Community Learning

Computer Classes

Organizing Your Computer Files & Folders

Learn the basic skills for organizing photos, files and music on your computer and how to use Windows to create folders, display the date and time a file was last saved and sort by name or date. Also learn how to move files around on your computer, delete files, and create shortcuts on your desktop. Naming and searching for files will also be covered.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69
BE209 Syphax 115 06/08 Wed 1p Matos 2 - 1.5 hr

Anybody Can Code!

Computers increasingly pervade nearly every aspect of our lives. With some inking of how programs make computers work, you can feel empowered instead of intimidated. We'll introduce a few key computer science concepts, painlessly, and guide you through creating your first computer program -- no experience or math skills needed.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59
BE214 Syphax 115 05/05 Thu 6:30p Gutnick 1 - 2.5 hr

Decrease Your Telecom Costs

Want to explore ways to decrease your landline, wireless and cable bills? In this highly informative class, find out about new technologies like Roku, Aereo & Hulu. Find out how to get free HDTV and go wireless to help save you money. Communicate via FaceTime & Google Voice to replace your landline phone.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59
BE230 Online 04/15 Fri 10a Livingston 1 - 2 hr

Learning to use Gmail Email

Become competent in managing your Gmail inbox by learning how to clean out, organize, unsubscribe, and create rules to help you manage your emails. Students will be introduced and trained to use tools and online resources that can help you avoid spam emails, maintain inbox zero or just start your inbox over. Ideal for students with current minimal skills and an active email account.

Arl. Res. \$39 Arl. Sr. \$29 Non-Res. \$49
BE278 Online 05/19 Thu 7p Newmyer 1 - 1.5 hr

Learning to use Outlook Email

Become Skilled in Outlook by doing practice exercises and short lectures. Starting with navigation and entry tips, work up through creating rules, folders, and managing your calendar (meetings, appointments, etc.). Ideal for students with current minimal skills or students using Outlook at work. Prerequisite: Comfortable with the desktop and online version of Outlook.

Arl. Res. \$39 Arl. Sr. \$29 Non-Res. \$49
BE279 Online 05/26 Thu 7p Newmyer 1 - 1.5 hr

Managing Your Inbox

Is your email inbox out of control? Too much spam? Too many important emails going unread? Learn how to organize your incoming messages. How to categorize them and purge those you don't want. Make email work for you and eliminate the stress that an out of control inbox can bring. Focus will be on Gmail and Outlook, but the settings and tools can apply to many different email providers.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59
BE353 Online 05/18 Wed 7p Lim Harrison 1 - 2 hr

Python Programming Level 1 - Getting Started

Learn introductory concepts of programming using the Python language. Starting from no coding experience, learn how to create and run programs that perform tasks such as calculating price quotes. Topics: Setting up, Print, Variables, Debugging, Loops, Branching, Functions, Application project.

Arl. Res. \$169 Arl. Sr. \$159 Non-Res. \$179
BE331 Online 04/20 Wed 6:30p Kauffman 4 - 3 hr

Python Programming Level 2 - Object Oriented Programming

Continuing from level 1 (prerequisite). Learn the theory and practice of the big picture of modern programming: OOP. Topics: Review, Classes and objects, Let/Set/Get, Var scope, Overloading -riding, Encapsulation, Application project.

Arl. Res. \$169 Arl. Sr. \$159 Non-Res. \$179
BE332 Online 05/25 Wed 6:30p Kauffman 4 - 3 hr

Build Your Free Website Using Wix.com

Learn to use the many templates and options available through Wix.com to create your free website. Use it as a personal website, or for the family, or for business or non-profit use. The options are endless. No programming required.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69
BE355 Syphax 115 - Blended 06/02 Thu 1p Matos 1 - 2.5 hr

WordPress - Create Free Professional Looking Websites

WordPress is the most popular free open source Content Management System used by organizations, private businesses and individuals. Through demonstrations and hands-on instructions given by the instructor, you will learn how to design professional looking full-blown websites with a user-friendly interface, blogging abilities and zero coding knowledge.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179
BE396 Online 04/20 Wed 7p Hamdad 4 - 2 hr

WordPress - The Next Level

Now that you understand how WordPress works and are familiar with setting up a basic site, you're ready for the "next level" class. In this hands-on class, we will continue to discuss proper techniques to build and maintain your site, but also cover some trouble-shooting tips. Bring your questions, and apply what you learn the very next day.

Arl. Res. \$119 Arl. Sr. \$99 Non-Res. \$139
BE363 Online 05/18 Wed 7p Hamdad 3 - 2 hr

WordPress - Refresher

Is it time to come back for a refresher on using WordPress? Are you self-taught and need to learn the foundational aspects of the software? Come and review how to build the proper structure of your website and learn the shortcuts and strategies to create your pages more efficiently and with a professional look and functionality.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89
BE351 Online 06/15 Wed 7p Hamdad 2 - 2 hr

Google, MUCH More Than Search

In this highly interactive class, learn and do better all things that are Google such as Gmail, search tips, organize photos w/ Google photos, creating Google Docs, creating a personalized/shared calendar, make free phone calls w/ Google voice, print anything/anywhere with cloud print, download books, apps, music & more from the Google play store, utilize Google Keep to take notes, Google Translate to over 50 languages & much more.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59
BE366A Online 04/22 Fri 10a Livingston 1 - 2 hr
BE366B Syphax 06/07 Tue 6:30p Matos 1 - 2 hr

Certificate in Web Design - Code BE129U

All three for \$595 or take them individually, price shown below.

Introduction to Web Design

Discover the basics of web design using HTML and CSS. No prior knowledge of HTML or web design is required. Throughout the course you will get the info you need to plan and design effective web pages. Come away knowing how to implement web pages by writing HTML and CSS code. Discover ways to enhance web pages with the use of page layout techniques, text formatting, graphics, and images.

Tuition: \$245
BE130U Online Starts 04/04, ends on 04/29 - access anytime

Intermediate Web Design

Anyone wanting to find out how to create effective and dynamic websites/applications will want to take this course. You may be a webmaster or a graphic designer already creating static websites wishing to take your skills to the next level. You will acquire the fundamentals of the most popular Web 2.0 technologies. You will take away a functioning web application hosted on a web server that is both accessible and Search Engine Optimized.

Tuition: \$245
BE131U Online Starts 05/02, ends on 05/27 - access anytime

Advanced Web Design

Responsive Web design enables web designers and developers to build and maintain a single website to serve all kinds of devices sizes: smartphones, tablets, laptops and more. You will learn to make layout adjustments for different screen sizes, swapping high-resolution graphics for retina displays, making sure content is printable and creating and styling the layout with CSS. You will also learn to creating a menu system and work with styling headings, body text, and footers.

Tuition: \$245
BE132U Online Starts 06/06, ends on 07/01 - access anytime

Computer Maintenance

Learn how to keep your computer running smoothly by learning to use system tools, utility programs, firewalls, and virus protection. You will also learn how to handle a computer crash, decipher error messages, delete files and unwanted programs and keep your computer updated automatically. In addition, computer hardware maintenance will be discussed, along with proper surge protection and wireless network protection.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89
BE387 Syphax 115 05/27 Fri 10a Livingston 2 - 2 hr

Today's Technology for Baby Boomers

Confused about all the technology that society is using? Want to stay connected and learn to utilize the latest in computers, tablets & wireless devices? Want to explore the world and not leave your home? This informative, 2-session course will delve into cell/ smart phones/prepaid, social media (Facebook, LinkedIn, senior match, twitter, etc.). Learn about iTunes, iPads & iPods & useful apps to make your life easier & more productive. Learn what a blog is, what Wi-Fi & Bluetooth are & FREE things you can do with Google to connect with your family, friends & community.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89
BE390 Syphax 115 06/03 Fri 1p Livingston 2 - 2 hr

Create Your First Photobook

It's fun, easy and a great way to capture memories for a lifetime. You will learn how to create their own photobook, using online templates and websites. Strategies and tips will be covered but books will not be created in class...but you'll learn how to create it once you get home.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59
BE349 Syphax 115 05/18 Wed 10a Matos 1 - 2 hr

Certificate in Mastering Excel - Code BE105U
All three for \$495 or take them individually, price shown below.

Mastering Microsoft Excel

Examine the life of an Excel worksheet and workbook, from creation to presentation. Learn how an Excel worksheet is constructed, populated with content, and edited for delivery. Take your Excel worksheet from plain, drab numbers to exciting and engaging multimedia. Finish class with a set of skills that are in high demand. Full description online.

Tuition: \$195

BE106U Online Starts 04/04, ends on 04/29 - access anytime

Intermediate Excel

Learn to increase your efficiency by learning how to organize, display and calculate your data into useful information. Find out how you can consolidate your data proficiently into readable rows and columns using different table designs and styles. Create unique styles to improve your spreadsheet appearance and make it easier to understand for your target audience. Full course description online.

Tuition: \$195

BE107U Online Starts 05/02, ends on 05/27 - access anytime

Advanced Excel

Learn to prepare your worksheets accurately, examine your data for authentication, and then find those answers to your most difficult questions. Learn these required business functions along with the tools required to analyze data efficiently within the workplace. Save time for yourself by protecting your valuable data and know with assurance that the entered data is accurate without any errors. Full course description online.

Tuition: \$195

BE108U Online Starts 06/06, ends on 07/01 - access anytime

Microsoft Excel 2016 - Level 1

Become competent in Excel by doing lots of exercises and short lectures. Starting with navigation and entry tips, work up through formatting, formulas, functions and charts. Observe common traps and their solutions. Finish with portfolios of projects. Ideal for re-introduction or for students with current minimal skills.

Prerequisite: Comfortable with Windows or Mac.

Arl. Res. \$119 Arl. Sr. \$109 Non-Res. \$129

BE424A Syphax 115 04/26 Tue 9:30a Matos 2 - 2 hr

BE424B Online 05/25 Wed 6:30p Matos 2 - 2 hr

Microsoft Word 2016 (Levels 1,2, & 3)

Learn to navigate the interface, create documents that stand out and how to extend the use of Microsoft Word beyond its traditional uses. You'll cover simple document creation, complex long documents and all aspects of the word processor. This online training course will cover three main areas including Basic, Intermediate and Advanced Word 2016. Everything you wanted to learn from Microsoft Word for one low price. Tuition: \$179

BE187J Online - Self Paced Start anytime, study anytime

Microsoft PowerPoint 2016 (Levels 1,2,3)

Take your PowerPoint presentations to the next level with our Microsoft PowerPoint 2016 online training course! Whether you are a beginner or have experience and want to sharpen your skills, this online course will help you create professional quality presentations that will grab your audience's attention and keep them interested from start to finish. This course is separated in to three main sections covering Basic, Intermediate and Advanced PowerPoint lessons, which will provide an in depth review of the presentation software included in the Office 2016 suite.

Tuition: \$179

BE198J Online - Self Paced Start anytime, study anytime

Learn Computers at a SLOW Pace

This is a slow and steady computer class for those who need to learn the basics at a patient pace. Learn how to properly turn on and off the computer, use the mouse, and save a file. Discover what you can do on the Internet, from e-mailing photos, finding a job or an old friend, and do so safely. Finally, become comfortable and stress-free while using the computer.

Arl. Res. \$99 Arl. Sr. \$89 Non-Res. \$109

BE441 Syphax 115 05/19 Thu 10a Matos 3 - 1.5 hr

SQL Certificate - Code BE115U

All three for \$595 or take them individually, price shown below.

Introduction to SQL

Learn how to write SQL code to create and populate database tables and how to write simple SQL queries that are capable of retrieving vast amounts of information from a database. Discover the power of the relational database, how to create and manage database tables, and how to use SQL SELECT statements to precisely pinpoint and retrieve data from a database.

Tuition: \$245

BE116U Online Class starts the 1st of each month - Study anytime

Intermediate SQL

Discover how to write powerful SQL queries that enable you to retrieve data from one table or from multiple tables stored in the database simultaneously. Learn how to merge data from multiple columns, how to create calculated fields, and how to order and group the results from a query. You will also learn how to create a single join query or subquery to obtain data from multiple tables simultaneously.

Tuition: \$245

BE117U Online Class starts the 1st of each month - Study anytime

Advanced SQL

Take your SQL query skills to a new level by learning how to write more advanced SQL queries for enhanced decision making. Learn how to write advanced subqueries, advanced join queries, and UNION queries that query more than one table. You will learn how to use transaction processing to ensure SQL statements execute completely and how to create procedures that enable you to store SQL statements for execution.

Tuition: \$245

BE118U Online Class starts the 1st of each month - Study anytime

Google Docs/Drive: An Introduction

Come experience the power of Google Docs. We will review Google's version of a spreadsheet, word processor and presentation software, very similar to what Microsoft Office offers. The best thing is that you can access your files from anywhere, work from anywhere and collaborate with anyone. And remember, it's all free with your Google account.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89

BE524A Syphax 115 05/04 Wed 12:30p Matos 2 - 2 hr

BE524B Online 06/02 Thu 7p Matos 2 - 2 hr

Selling On eBay

Have a lot of "stuff" in your garage/basement collecting dust? In this "How to sell on eBay" course you will learn how to list items for sale, tend the auction, finalize the sale w/ PayPal. You also learn all the tips and tricks to maximize your online auction experience, all part of this fun eBay class. Prerequisite: Have an item in mind that you would like to sell when you come to class. Learn how to use eBay effectively today!

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89

BE527 Online 05/06 Fri 10a Livingston 2 - 2 hr

Get Smart with Your Android Smartphone (or Tablet)

It's more than just a phone! Your Android device puts an incredibly powerful computer in the palm of your hand, but it can be daunting to harness all that power. We'll give you plenty of tips so you can use it more effectively, and we'll highlight add-on programs ("apps") which improve your productivity and maybe even provide some fun.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89

BE453 Syphax 113 04/19 Tue 6:30p Gutnick 2 - 2.5 hr

Get Smart with Your iPhone (or iPad)

It's more than just a phone! Your iPhone or iPad puts an incredibly powerful computer in the palm of your hand, but it can be daunting to harness all that power. We'll give you plenty of tips so you can use it more effectively, and we'll highlight add-on programs ("apps") which improve your productivity and maybe even provide some fun.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89

BE537 Syphax 113 04/21 Thu 6:30p Gutnick 2 - 2.5 hr

Certificate in Data Analysis - Code BE100U

All three for \$495 or take them individually, price shown below.

Introduction to Data Analysis

Data Analysis is quickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. This course will give you a basic understanding of how to analyze data in a business setting. Businesses look for candidates with an understanding of how to analyze the data they have been collecting; start the journey.

Tuition: \$195

BE101U Online Starts 04/04, ends on 04/29 - access anytime

Intermediate to Data Analysis

Many of your business decisions involve comparing groups for differences. For example, would men and women prefer different product features? In addition, you may look at relationships between variables. Does product recognition relate to subsequent product purchase? This Intermediate Data Analysis course will introduce you to the statistics behind these group differences and relationships. You'll learn how to work with ratings, graphs and user-friendly reports of statistical results.

Tuition: \$195

BE102U Online Starts 05/02, ends on 05/27 - access anytime

Advanced Data Analysis

After taking this Advanced course in Data Analysis, you will be able to perform inquiries that will be useful to your business or organization and have the skill necessary to communicate these results through graphs and text that your fellow employees will understand. Take the guesswork out of important company decisions and make decisions based on the data. Whether your business is home-based or a large company, this class will take you to the next level where important decision-making is concerned.

Tuition: \$195

BE103U Online Starts 06/06, ends on 07/01 - access anytime

How to Use My Mac

Are you new to Mac computers? Learn beginning Mac skills such as how to open, resize, move, zoom, and close windows; create, copy, and delete files and folders; use menus, control panels; and execute keyboard commands. You will be introduced to word processing, spreadsheet, and presentation programs. Finally, you will learn how to surf the Internet and email basics. Prerequisite: Basic skills using a computer mouse or trackpad.

Arl. Res. \$129 Arl. Sr. \$109 Non-Res. \$149

BE502A Career Ctr. 224 04/20 Wed 6:30p Staff 3 - 2 hr

BE502B Syphax 115 05/18 Wed 1p Staff 3 - 2 hr

Be More Productive on Your Mac!

Insure you never lose a file again, even if it "disappeared". Learn to organize your documents, pictures, music and videos and how to optimize your Macs file organizational capabilities. You will also learn how to upgrade your Mac Operating System, as well as your apps from Apple or other providers. Tips, shortcuts, and suggestions to increase your productivity using a Mac will be covered in class. Prerequisite: How to Use My Mac or equivalent knowledge.

Arl. Res. \$69 Arl. Sr. \$59 Non-Res. \$79

BE531A Syphax 115 04/27 Wed 10a Hirai 1 - 3 hr

BE531B Syphax 117 05/17 Tue 6p Hirai 1 - 3 hr

Graphic Design Essentials Certificate - Code BE133U

Take all three for \$545 or take them individually, price shown below.

Adobe Illustrator Essentials

Adobe Illustrator is the industry standard computer illustration software. Use Illustrator to draw shapes and design logos, flyers, posters, banners, business cards or any other vector graphics for print or web. Learn Adobe Illustrator fundamentals to set up a print document and use various tools to draw, type and color all kinds of shapes and illustrations. Learn how to efficiently manage layers and artboards, and create print-ready PDF documents. Access to Adobe Illustrator software required.

Tuition: \$225

BE134U Online Starts 04/04, ends on 04/29 - access anytime

Adobe Photoshop Essentials

This fundamental course covers Adobe Photoshop CC most commonly used tools, menus and panels. You'll learn all the basics of Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch and enhance existing images or create your own composite digital artwork. Impress your business organization, friends and family by enhancing their photos and create magazine cover quality enhanced images. Access to Adobe Photoshop software required.

Tuition: \$225

BE135U Online Starts 05/02, ends on 05/27 - access anytime

Adobe InDesign Essentials

Adobe InDesign is the industry standard page-layout program that works with Adobe Illustrator and Photoshop seamlessly. InDesign allows you to create simple to complex multi-page documents such as brochures, flyers, books and magazines. This course is a comprehensive exploration of InDesign tools and capabilities to create professional documents. You will learn how to manage the InDesign environment, create, setup, design, enhance and finalize multi-page documents. Access to Adobe InDesign software required.

Tuition: \$225

BE136U Online Starts 06/06, ends on 07/01 - access anytime

LinkedIn - Networking Success

Learn how to successfully set-up, navigate and maximize your experience on the world's largest networking site for professionals. Learn strategies and tips on creating your profile, connecting with colleagues, getting the most out of your newsfeed, writing comments and recommendations, finding employment opportunities and networking with others. You won't want to miss this class.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69

BE542 Online 05/24 Tue 6:30p Staff 1 - 2.5 hr

Social Media for Business Certificate - Code 125U

Take all three classes for \$495 or individually for a little more.

Introduction to Social Media

Get involved in the move from in-person to online communication. Learn what social media is and their role in your business and personal life. Find out the top sites and how businesses are using them for communication, customer retention, branding, marketing, research, needs assessment and serving customers and clients. Explore the options for your organization. Let your instructor guide your exploration of Facebook and YouTube for business. Your instructor is a nationally known trainer on social networks and social media.

Tuition: \$195

BE126U Online Starts 04/04, ends on 04/29 - access anytime

Marketing Using Social Media

Develop a two-way communication and marketing strategy for your organization using social media. Let your instructor guide you in exploring major social media, including Twitter, LinkedIn, and blogging. Learn quick, easy ways to use Twitter, blogs, and LinkedIn to engage your customers or clients and keep them interested in your organization or business. You'll find out the advantages and disadvantages of each, and learn what's right for your work and kind of organization.

Tuition: \$195

BE127U Online Starts 05/02, ends on 05/27 - access anytime

Integrating Social Media in Your Organization

Take away a practical strategy and techniques for implementing a social strategy for your organization or business. Learn the top five considerations when starting a social network as well as tips to manage an online community. Discover how to create your own private social network using the Ning platform. Discuss the top tools to use to manage your social media life and build integration into your website. See how Google Docs and Calendars work and how to use online video to further your business goals. Hear about mobile check-in applications and how companies are using coupon and deal sites. Get your company listed properly on local search engines so more customers can find you. Full course description online.

Tuition: \$195

BE128U Online Starts 06/06, ends on 07/01 - access anytime

We are excited to announce many more online certificates and courses to choose from, including:

BE110U - Digital Marketing Certificate

BE113U - Online Advertising

BE119U - Google Analytics Certificate

BE122U - Mastering Video Marketing

BE124U - YouTube for Business

BE125U - Social Media for Business Certificate

BE139U - Introduction to Game Design

BE157U - HTML Fundamentals

BE160U - CSS Fundamentals

BE200J - Online Typing Course

BE191J - CompTIA Cybersecurity Analyst (CSA+)

BE188J - QuickBooks Bundle

...and so much more. Visit our website at www.apsva.us/acl for more information.

Writing & Communications

Daytime Writers

Join in this morning workshop for writers of every level, working in fiction or nonfiction; memoirs; short stories; travelogues; blogging-whichever prose genre appeals to you. Whether you're already working on something, needing a push to start or merely wanting a sounding board, here's your forum.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179

CE100 Online 05/04 Wed 10a Staff 6 - 2 hr

American Sign Language 1

This course introduces the basics of American Sign Language. You will focus on the acquisition of both comprehension and production skills. Increased knowledge of the deaf community and the development of cultural awareness, which will improve communication interaction. Basic fingerspelling skills, readiness activities, questions, and conversational etiquette will also be stressed. Required Text: A Basic Course in American Sign Language, ISBN-10: 0932666426

Arl. Res. \$219 Arl. Sr. \$199 Non-Res. \$239

CE147 Online 04/19 Tue 7p Zhai 8 - 2 hr

American Sign Language 2

This course introduces the basics of American Sign Language. You will focus on the acquisition of both comprehension and production skills. Increased knowledge of the deaf community and the development of cultural awareness, which will improve communication interaction. Basic fingerspelling skills, readiness activities, questions, and conversational etiquette will also be stressed. Required Text: A Basic Course in American Sign Language, ISBN-10: 0932666426

Arl. Res. \$139 Arl. Sr. \$119 Non-Res. \$159

CE145 Online 04/28 Thu 7p Zambrano 4 - 2 hr

Getting Paid to Talk - An Introduction to Professional Voice Overs

Have you ever been told that you have a great voice? This exciting class will explore numerous aspects of voice over work for television, film, radio, audio books, documentaries and the internet in your area. We will cover all the basics, including how to prepare the all-important demo, how to be successful and earn great income in this exciting field. Hear examples of demos recorded by professional voice actors. You will even have a chance to record a commercial script under the direction of the instructor! This class is informative, lots of fun, and a great first step for anyone interested in voice acting professionally.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69

CE166 Online 05/12 Thu 6:30p Hahn 1 - 2.5 hr

How to Strike Up a Conversation

Good communication skills are the basis for successful business and personal relationships. Learn techniques for conversation starters, breaking the ice, keeping conversations moving, choosing interesting topics, managing silence, and making a strong and positive first impression. Practice talking your way to business and social success.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

CE124 Online 06/14 Tue 7p Staff 1 - 2 hr

Writing Your Own Screenplay

Have you ever seen a movie and thought you could do better? Here's your chance to learn or further develop your screenwriting skills. This class is for those with plenty of ideas but don't know where to begin, for those who started and need help finishing, and everyone in between. We will discuss generating ideas, creating believable characters, using effective storytelling, and organizing it all into a professional screenplay structure.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179
CE179 Online 04/21 Thu 7p Johnson 6 - 2 hr

Introduction to Creative Writing

Have you always wanted to write fiction? Here's your chance to learn how. This class covers all the basics of creative writing, from developing plots and characters to writing realistic dialogue. We'll also experiment with different types of fiction - from flash fiction to short stories and novels. Published fiction writers will visit class to share their insights on how they started writing and how they got published. No previous writing experience is necessary.

Arl. Res. \$129 Arl. Sr. \$119 Non-Res. \$139
CE193 Online 04/06 Wed 7p Stevens 4 - 2.5 hr

Evening Writers

Calling all writers! This class is the perfect forum for honing your skills, experimenting with new writing forms and for preparing your work for sale and publication. Through weekly writing exercises and helpful group feedback, you'll see your writing develop and improve. We will cover the basics of writing memoirs, flash fiction, short stories, opinion pieces, letters to the editor -- and even novels. Published authors will visit class to give you their tips for getting started and getting published.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179
CE172 Online 05/24 Tue 7p Stevens 6 - 2 hr

Comprehensive Approach to Self-Publishing Your Book

Make your dream of self-publishing a book a reality. This comprehensive approach will cover all aspects of getting your book printed. We will cover: the why are you writing a book, costs, time, research, competitors, naysayers, earning potentials, editors, publishers, designers, timing, marketing and much more. Taught by a self-published author, who will offer solutions to challenges faced throughout the entire self-publishing process.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89
CE221 Online 05/04 Wed 7p Sullivan 2 - 2 hr

Travel Writing 101 Workshop

You have stories to tell from your travels and you think they should be published in a newspaper, magazine, or your own blog, but where do you start? This class provides an overview of the travel-writing world from ideation to publication, including tips on how to get started, different types of stories, a brief look at how to write a travel feature story, potential markets, and successful pitching. Whether you seek to write about places near or far, this class will help you turn travel experiences into published stories.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59
CE227 Online 04/20 Wed 7p Kennedy 1 - 2 hr

Business Writing

Take away the key practices you need to develop and hone your business writing communication effectively and successfully. Get the best practices for crafting effective, professional business documents. Find out how to avoid grammatical pitfalls. And acquire business writing principles that will be good for years to come.

Arl. Res. \$195
CE231U Online Starts 04/04, ends on 04/29 - access anytime

Introduction To Grant Writing

If you want to write a grant that will convince funders to provide funding for your project and you don't know where to start, this class is for you. In this course, you will be introduced to the key components of a grant application. Using the 5 "W"s (Who, What, When, Where, and Why), you will learn how to write a grant proposal that gets results. Whether you're a beginner or experienced grant writer who just needs a refresher on the fundamentals of grant writing, come and discover how easy grant writing can be using this proven technique.

Arl. Res. \$69 Arl. Sr. \$59 Non-Res. \$79
CE235 Online 05/11 Wed 6:30p Ahn 2 - 1.5 hr

Conflict Management

If you want to write a grant that will convince funders to provide funding for your project and you don't know where to start, you found the right class. In this course, you will be introduced to the key components of a grant application. Using the 5 "W"s (Who, What, When, Where, and Why), you will learn how to write a grant proposal that gets results. Whether you're a beginner or experienced grant writer who just needs a refresher on the fundamentals of grant writing, come and discover how easy grant writing can be using this proven technique.

Arl. Res. \$245
CE236U Online Starts 04/04, ends on 04/29 - access anytime

Other Online Writing Classes You Might Be Interested In

CE237U - Negotiation: Get What You Want

CE238U - Using Personality Profiles for Better Work Performance

CE239U - Digital Reporting

CE233U - Effective Copywriting

CE245U - Writing News and Press Releases

"Stand Up" to Comedy

Whether you are a more seasoned comedian looking to workshop with other creative minds or a first-timer to comedy hoping to learn how to get started, this class is for you! Time spent in class will help you form your stand up comedy set and practice techniques needed for an effective delivery. Coaching on public speaking, improvisational exercises and some great laughs included.

Arl. Res. \$119 Arl. Sr. \$99 Non-Res. \$139
CE241 Syphax 117 05/26 Thu 7p D'Errico 4 - 2 hr

Improv : The Basics

Learn to improvise by playing games that will help you with memory, instinct, relationship building, confidence, and imagination. Yes, AND... you'll have tons of fun doing it by learning the basics of long-form improv!

Arl. Res. \$119 Arl. Sr. \$109 Non-Res. \$129
CE246 Kenmore 190 05/02 Mon 7p Funes 4 - 2 hr

Jumpstart Your Book Idea!

Have you always wanted to write a book? Save yourself hours of research by enrolling in this 90 minute workshop. Whether your dream book is a novel, non-fiction, memoir, or a book for children, join novelist Lee Gjertsen Malone as she takes you through the basics of getting started. We'll cover topics such as how long a book should be, to whether or not you should plan everything out or just start writing, as well as tons of resources to help you embark on your journey to becoming an author. Don't miss it!

Arl. Res. \$39 Arl. Sr. \$29 Non-Res. \$49
CE257 Syphax 115 04/25 Mon 7p Gjertsen 1 - 1.5 hr

Writing Children's Books - An Introduction

If you have always wanted to write a book for children of any age, here's an opportunity to learn more - whether you have a work in progress or just an idea. Join middle grade novelist Lee Gjertsen Malone as we explore the many important aspects of writing children's books, including voice, character development, plot, dialogue and more.

Arl. Res. \$89 Arl. Sr. \$79 Non-Res. \$99
CE258 Syphax 171 05/09 Mon 7p Gjertsen 3 - 1.5 hr

Using D.C. Area Research Resources to Write Compelling Historical Fiction and Non-Fiction

The D.C. area is rich with history, and the resources to explore it. This collaborative workshop will teach you a variety of techniques to find what you are looking for and work it into a gripping and informative book, article, or short story. You'll learn how to find archived resources; cultivate relationships with people to access those resources; locate those with a connection to the historical event involved; use a broad array of information to capture the feel of life at the time of the events; and employ other useful investigative and literary techniques.

Arl. Res. \$109 Arl. Sr. \$99 Non-Res. \$119
CE259 Syphax 115 05/19 Thu 6:30p Tevelin 3 - 2 hr

Cooking Classes

Buttermilk Biscuits

Learn how to make fluffy and flaky buttermilk biscuits. In this class, Chef Lada will show the proper ingredients and techniques to make this classic Southern staple. Who needs a biscuit in-a-can when you can have homemade biscuits on the table in 30 minutes! Menu: Sweet Potato Rosemary Biscuits ; Pimento Cheese Mini-Biscuits; Classic Buttermilk Biscuits

Arl. Res. \$69 Arl. Sr. \$59 Non-Res. \$79
CN152 Syphax 113 05/23 Mon 6:30p Mnatsakanova 1 - 3 hr

Cake Baking 1

Learn the techniques of baking two cakes: First the moist and light Chiffon Cake to be frosted with Swiss Meringue Buttercream, and second a Chocolate Cake to be topped with Chocolate Ganache.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69
CN160 Syphax 113 Kitchen 04/30 Sat 9a Montesa 1 - 3 hr

Cake Baking 2

Two cakes will be baked: First a German Chocolate Cake: This cake was created by an American/English baker and named after him. It is a delicious chocolate cake frosted with toasted coconut and pecans, and the second, a Jelly Roll cake. This is an easy-to-do type of rolled sponge cake with any filling desired.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69
CN161 Syphax 113 Kitchen 05/14 Sat 9a Montesa 1 - 3 hr

Arlington Community Learning

Stir Fry Delight

Stir frying is a fast and healthy way to cook. Bite-sized pieces of meat and vegetables are thrown into a very hot pan and cooked in just a few minutes. Learn the basics of this indispensable technique, including the best way to cut food and sequence their cooking so everything comes together for a complete meal. You will also learn the basics of wok cookery, and how to combine Asian condiments to form sauces that will compliment your stir fry ingredients. Upon completion, you'll understand how to use this versatile technique for a variety of stir fries using an easy-to-follow method.

Arl. Res. \$69 Arl. Sr. \$59 Non-Res. \$79

CN193 Syphax 113 Kitchen 05/05 Thu 6:30p Hine 1 - 3 hr

Knife Skills Workshop

Ever wonder how those chefs on TV chop so fast and uniformly? Want to learn how to correctly hold a knife and make simple specific cuts that recipes ask for? Bring one or two of your kitchen knives to class and your instructor will show you how! Learn how to properly chop, slice, dice, and chiffonade from an experienced chef and dietitian! You'll be dicing onions like a pro in no time.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

CN256A Syphax 113 Kitchen 05/04 Wed 6p Reilly 1 - 2 hr

CN256B Syphax 113 Kitchen 05/18 Wed 6p Reilly 1 - 2 hr

Springtime Russian Soups

Learn how to make the Russian traditional soups for spring or summer time. Get all the secrets of preparation for the most popular authentic soups – colorful beef and sorrel soup called green schi and okroshka – cold soup with/or without meat products and a lot of herbs & fresh vegetables. At the end of class, enjoy the soup dinner with homemade dinner rolls and traditional cold drinks – kvass and compote, which are popular in the Slavic world.

Arl. Res. \$69 Arl. Sr. \$59 Non-Res. \$79

CN702 Syphax 113 Kitchen 05/11 Wed 6p Vassikova 1 - 3 hr

Mediterranean Appetizers

Mediterranean appetizers are just as delicious as the main dish. You'll prepared fresh Italian bruschetta, savory hummus, French olive tapenade and delicious fennel salad. See you in class.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89

CN295 Syphax 113 04/18 Mon 6:30p Mnatsakanova 1 - 3 hr

Mediterranean Cooking

Spend two evenings discovering the health benefits of Mediterranean cooking and diet. You will explore cooking from the shores of Greece to Tunisia and learn what folks there have known for centuries about fine dining and the true value of foods.

Arl. Res. \$129 Arl. Sr. \$119 Non-Res. \$139

CN297 Syphax 113 04/25 Mon 6:30p Mnatsakanova 2 - 3 hr

International Chicken

Do something new with the chicken you prepare. Learn to make a popular dish in Indonesia called (Ayam Panggan), which is seasoned just right with a little spicy kick. Then we'll cook Irish chicken prepared with mustard, black pepper, tarragon and other spices. We'll finish with Mexican chicken fajitas prepared with onions, green peppers, all on a warm tortilla.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89

CN434 Syphax 113 05/09 Mon 6:30p Mnatsakanova 1 - 3 hr

Cooking Fundamentals

Learn the terms and techniques that can make your cookbooks user-friendly or help you build the confidence to cook without books. A good class for beginners, but also for any cook interested in the "hows and whys" that make a good cook a better one. We include recipes and techniques on cooking meat and poultry, an introduction to sauces, vegetables, vegetarian cooking and more.

Arl. Res. \$139 Arl. Sr. \$129 Non-Res. \$149

CN570 Syphax 113 06/06 Mon 6:30p Mnatsakanova 3 - 3 hr

Cooking to Combat Inflammation

Chronic inflammation has been linked to many diseases such as diabetes, heart disease, rheumatoid arthritis, and Crohn's disease. Nutrition can play a role in reducing inflammation in the body. Research has identified foods that have the capacity to reduce inflammation when incorporated into the diet. In this hands-on class, students will learn how chronic inflammation affects your health, foods that may exacerbate inflammation, and foods that may lessen inflammation. We will also learn to create a 3 course meal using foods that reduce inflammation. This class will be taught by a Registered Dietitian who has experience teaching and cooking. Bring your questions and your appetite and let's get ready to have some fun!

Arl. Res. \$99 Arl. Sr. \$89 Non-Res. \$109

CN585 Syphax 113 06/01 Wed 6p Reilly 2 - 2.5 hr

Art Classes

Pottery Wheel - Introduction to Clay Throwing

The magic begins when you place your clay in the center of the wheel. Students will learn the skills to create simple but beautiful pieces of art using a pottery wheel. Plates, bowls, cups and more will be demonstrated and taught as each student uses the wheel. Art will be fired in the kiln and glazes will be applied in class. Roll up your sleeves and let the creativity begin.

Arl. Res. \$219 Arl. Sr. \$209 Non-Res. \$229

FA230A Wakefield ART Rm 04/19 Tue 6:30p Shirley 6 - 2.5 hr

FA230B Wakefield ART Rm 04/21 Thu 6:30p Shirley 6 - 2.5 hr

FA230C W-L ART Rm 05/04 Wed 7p Vu 6 - 2.5 hr

FA230D W-L ART Rm 05/05 Thu 7p Vu 6 - 2.5 hr

FA230E Wakefield ART Rm 05/25 Wed 6:30p Shirley 6 - 2.5 hr

Pottery Wheel - Introduction and Studio to Clay Throwing 2

The magic begins when you place your clay in the center of the wheel. Students will learn the skills to create simple but beautiful pieces of art using a pottery wheel. Plates, bowls, cups and more will be demonstrated and taught as each student uses the wheel. Art will be fired in the kiln and glazes will be applied in class. Roll up your sleeves and let the creativity begin.

Arl. Res. \$219 Arl. Sr. \$209 Non-Res. \$229

FA231A Wakefield ART Rm 06/02 Thu 6:30p Shirley 6 - 2.5 hr

FA231B W-L ART 06/14 Tue/Thu 7p Vu 6 - 2.5 hr

Clay - The Art of Slab Construction: Beginning through Advanced

This class is designed for beginners to more advanced students who enjoy making fine art ceramic pieces using slab construction. The instructor will demonstrate the basic steps in the process as needed, and provide you with the support you need to find your personal expression in clay through sketches, models, building techniques, and glazing techniques. Create your own beautiful ceramic piece of art. The cost for the course includes the use of basic tools and the firing, but not the materials and supplies used. See website for supply list.

Arl. Res. \$219 Arl. Sr. \$209 Non-Res. \$229

FA395 Kenmore 190 04/19 Tue 6:30p Norris 8 - 2.5 hr



Hand Building Ceramics

For beginner to advanced students, this class covers many clay construction techniques, such as pinching, coiling, rolling slabs, using press molds, and extruding clay to make both functional and statement pieces. Discover, develop, and refine your personal art style. Every student will work on their own individual projects so not everyone will make the same items. Bring your imagination!

Arl. Res. \$119 Arl. Sr. \$109 Non-Res. \$129

FA349 W-L ART 06/06 Mon 7p Vu 4 - 2 hr

Acrylic Painting for Beginners

There are many advantages painting with acrylics. It is easy to correct mistakes, has low odor and dries quickly. Learn to paint with this wonderful art medium in this afternoon class. Class size limited to 8 students. Follow along with paintings as directed by the instructor, or feel free to paint from photos or better yet from your imagination. Painting techniques and tips will be covered.

This class will allow you to work at your own pace.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179

FA241 Online 04/07 Thu 6:30p Uruc 6 - 2 hr

Acrylic Painting for Beginners - Level 2

Now that you got the basics down, let's develop new skills and take your artwork to the results you are looking for. Paint and brush selection, texture and how to work more effectively on the canvas will be emphasized.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179

FA252 Online 05/19 Thu 6:30p Uruc 6 - 2 hr

Painting with Paper

Different tools produce different art. This course will teach you to use various papers as your delivery mechanism for color, shape and texture. You will create art by tearing, cutting, layering and gluing ephemera. You will also learn to turn "bleeding tissue paper" into "paint sticks". The resulting art will be a unique expression of your interests and aesthetics. See website for examples.

Arl. Res. \$69 Arl. Sr. \$59 Non-Res. \$79

FA242 W-L 2105 05/12 Thu 7p Young Gerard 2 - 2 hr

Watercolor for Beginners

Watercolor techniques will be taught in this step-by-step, hand-on approach class. These effective techniques for watercolor painting include, color mixing, brush handling, value control, washes, glazing and masking. Each class, students will discover and practice a new skill. See website for supply list.

Arl. Res. \$169 Arl. Sr. \$159 Non-Res. \$179

FA426A Syphax 117 04/18 Mon 6:30p Uruc 6 - 2 hr

FA426B Syphax 117 05/19 Thu 1p Benkert 6 - 2 hr

Watercolor Painting - Level 2

This class is designed to take you to the next level in your artistic goals. Learn to avoid mistakes and how to correct those you do make. Color mixing and brush control will be emphasized. See website for supply list.

Arl. Res. \$129 Arl. Sr. \$119 Non-Res. \$139

FA251 Syphax 117 06/06 Mon 6:30p Uruc 4 - 2 hr

Daytime Drawing

Bring your sketch pad and pencils to class and begin to draw what you see. Learn basic techniques in light and shadowing, depth perception, scale, symmetry and self-expression. This will be a fun, relaxing class where you will use your eyes, mind, hand and fingers to create simple works of art. Supply list found on the website.

Arl. Res. \$129 Arl. Sr. \$119 Non-Res. \$139

FA258 Syphax 113 05/18 Wed 1p Benkert 4 - 2 hr

Paint Like Monet, Picasso and Van Gogh

Have fun while you paint on canvas. The instructor will guide students as they reproduce paintings by the Masters. Each class will escort students through the creation of a composition which will range from landscapes to still life. No experience necessary, each week we will create a different painting in class using acrylics, that can be taken home and hung. Students will be amazed how much fun and easy it is to paint. Bring out your inner Master artist and have fun at the same time. See Website for supply list.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179

FA245 Syphax 113 06/08 Wed 6:30p Uruc 4 - 2.5 hr

Renaissance Art

Da Vinci, Raphael, Michelangelo, are known as the great trio of Renaissance painters. Influences of an increased awareness of nature and a revival of classical learning created a more individualistic view of man. The art we will discuss is a reflection of great social and political change for Renaissance Europe, one of the great movements in the development of Western civilization. Join us as we study some of the great painters of the Renaissance.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

FA287 Online 06/15 Wed 6:30p Ruble 2 - 1.5 hr

Daytime Painting

Beginning through advanced, oil or pastels. The class will help beginners feel confident to start and complete a painting. More experienced painters will perfect their skills. Demonstrations will be given throughout the semester on techniques pertaining to landscapes, still lifes, portraits and figures. You can work from still life set ups or from photographs. See website for supply list.

Arl. Res. \$219 Arl. Sr. \$209 Non-Res. \$229

FA301A Nottingham TLR 04/27 Wed 10a McElvany 8 - 2.5 hr

FA301B Nottingham TLR 04/28 Thu 10a McElvany 8 - 2.5 hr

Pastel or Oil Painting

Beginning through advanced, oil or pastels. Students will pick one of these mediums. The class will help beginners feel confident to start and complete a painting. More experienced painters will perfect their skills. Demonstrations will be given throughout the semester on techniques pertaining to landscapes, still lifes, portraits and figures. Teacher will demonstrate in both oil and pastel. You can work from still life set ups or from photographs. See website for supply list.

Arl. Res. \$219 Arl. Sr. \$209 Non-Res. \$229

FA307A Nottingham TLR 04/25 Mon 7p McElvany 8 - 2.5 hr

FA307B Nottingham TLR 04/28 Thu 7p McElvany 8 - 2.5 hr

Classical Drawing

This class is for all levels of students who desire to draw what they see. Learn to use graphite, charcoal, and oil pastels to create drawings of still-lives, photos and other props. You will also learn the techniques used by the Old Master to develop their artistic abilities. See website for supply list.

Arl. Res. \$179 Arl. Sr. \$159 Non-Res. \$199

FA311 W-L 1123 04/18 Mon 7p Hamdad 6 - 2.5 hr

Brush Ink Painting from China & Japan - for Beginners

Discover the creativity and artistic freedom of this unique art media. Brush Ink Painting, popular in China and Japan uses various shades of black and white to bring to life landscapes, still lifes, flowers, and other themes on rice paper. See website for supply list and samples of art work.

Arl. Res. \$99 Arl. Sr. \$89 Non-Res. \$109

FA361A Syphax 171 05/18 Wed 6:30p Weick 4 - 2 hr

FA361B Syphax 171 05/19 Thu 1p Weick 4 - 2 hr

Pastel Portraits

Faces reflect our experiences and emotions. Interpreting the human face through hand rendering allows for abstractions and emphases that can fully communicate the life of the person being portrayed. This course will demonstrate classic and contemporary techniques of creating portraits using pastel chalks, pastel pencils and charcoal on paper.

Arl. Res. \$69 Arl. Sr. \$59 Non-Res. \$79

FA418 W-L 1318 05/25 Wed 6:30p Young Gerard 2 - 2 hr

Lino Printing - Get Started

Learn how to create stunning pieces of art with linocuts. Lino printing are very similar to woodcuts but easier to work with. This unique artwork is created by using a subtractive cutting method which is used to take away the parts of linoleum where you want to leave blank or white space of the page. The remaining material will be inked, and as a result, you have a linocut that can be framed and proudly displayed. The other benefit to lino printing is that once created, it can be reproduced over and over again. All materials included.

Arl. Res. \$169 Arl. Sr. \$159 Non-Res. \$179

FA431 W-L 2105 04/27 Wed 6:30p Uruc 6 - 2 hr



Portrait Studies - An Introduction

This class is open to all levels and will meet for two sessions. The first one covers a very comprehensive method to capture any portrait with its proper proportions. A battery of practices will be offered to solidify the principals learned. After a week of personal practice, we will meet for the second session. Pupils may work on a portrait of their own choice or use images offered by the instructor. See website for supply list.

Arl. Res. \$69 Arl. Sr. \$59 Non-Res. \$79

FA465 W-L 1123 06/06 Mon 7p Hamdad 2 - 5 hr

Photography

Maximizing your Digital SLR and Mirrorless Camera

This class will make it easy to understand all those features packed into your digital SLR. You'll learn what the functions do, gaining the confidence to move beyond the Auto mode, and how to use them to capture better pictures. We'll also look at lenses, filters and other photo equipment to use with your DSLR. In addition, you'll learn about lighting (artificial and natural) and composition techniques for people, landscapes, architecture and flowers. You'll have the skills to create more compelling images when traveling and in daily life.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89

FA387 W-L 2002 05/10 Tue 7p Cassatt 3 - 2 hr

Smartphone Photography

The best camera is the one you have with you. Learn how to take great photos with your smart phone! We'll explore different photography apps and find which are best for uploading to different sites such as Facebook and Instagram. We'll also cover which phones have the best cameras and techniques to get the best picture with the phone you have (Both iPhone and Android will be covered).

Arl. Res. \$69 Arl. Sr. \$59 Non-Res. \$79

FA504 Syphax 115 05/02 Mon 6:30p Gutnick 1 - 3 hr

Saving Your Digital Pictures

Step by step instructions will be given on how to take digital pictures from your camera, email or internet and save them to your computer. Preserve the memories digital pictures provide by learning these easy techniques. Don't risk losing your photos or deleting them by accident. Effective exercises will be conducted in class to ensure that you leave with the confidence needed to secure these memories.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69

FA260 Syphax 115 05/10 Tue 1p Matos 1 - 3 hr

General Interest

Make-Up Magic

Makeup can be MAGIC when properly applied. Learn how to prepare your face and properly apply makeup with basic colors and application techniques to enhance your facial assets and minimize other features. Achieve an attractive appearance by creating a desired illusion with makeup. You will go step-by-step to create a natural and professional look as you do a full face makeup application. Before and after photos are taken.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69

GI113A Syphax 113 04/23 Sat 10a Farnham 1 - 2.5 hr

GI113B Syphax 117 06/04 Sat 10a Farnham 1 - 2.5 hr

Haircutting

Learn the latest techniques in haircutting. Learn how to cut hair for men, women, and children. Course will also cover the proper use of scissors, clippers, trimmers, razors, and various haircutting combs. Save your money, learn to cut hair! Not a licensed course. Course taught in the Cosmetology Lab at the Career Center. You must purchase your own mannequin, see website supply list for suggested locations.

Arl. Res. \$189 Arl. Sr. \$179 Non-Res. \$199

GI118 Career Ctr. Lab 05/04 Wed 7p Peake 6 - 2.5 hr

Family History: Discover your Ancestors

Family history connects us to our ancestors and it's never been easier to find them. So many resources are now available at our fingertips. Come learn how to get started; how to search for records on FamilySearch, Ancestry and other resources; and how to evaluate and share what you find.

Arl. Res. \$109 Arl. Sr. \$99 Non-Res. \$119

GI146 Online 05/10 Tue 6:30p Flake 3 - 2 hr

Historical European Martial Arts

The martial arts of medieval Europe were sophisticated systems of combat, in armor and without. Two opponents might engage with spear, sword, sword and buckler, dagger, or even unarmed. This unique workshop will focus on the martial arts system of medieval Europe. In addition to the weaponry and skills of the time, you will learn about the surviving documents from which these techniques are based.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69

GI187 Syphax 115 05/24 Tue 7p Muir 1 - 2 hr

Backyard Permaculture

When preparing your garden, learn to work with nature and not against it. Discover the key principles of permaculture and challenge yourself to change the way you approach urban gardening. Emphasis will be placed on the regeneration of soils, water management, biodiversity, and healthy food production no matter how small of a space you have to work with.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

GI198 Syphax 113 04/30 Sat 10a Phillip 1 - 2 hr

Designing Your Home Landscape

Learn everything you need to know about designing and maintaining a residential landscape. Taught by a professional landscaper, students will learn important aspects of landscape design, such as: sun vs shade, tree location, water drainage and erosion, lawn, esthetics and security. We will also discuss patios, walkways and ground cover. Photo analysis and critique of your yard will be available.

Arl. Res. \$69 Arl. Sr. \$59 Non-Res. \$79

GI199 Online 04/20 Wed 7p Sullivan 2 - 2 hr

Arlington Community Learning



Dungeons & Dragons - An Introduction

Discover the historic roleplaying game of Dungeons & Dragons. In this 2-hour workshop, learn the role of the different players, what the dungeon master is responsible for, how to develop your character and how to use your imagination to create an epic gaming experience. D&D uses storytelling, creativity, narration and concludes with a memorable time with friends.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

GI238 W-L 2018 06/02 Thu 7p Staff 1 - 2 hr

Bicycle Maintenance & Repair

Looking to purchase a bicycle but don't know where to start? This class/demonstration will help you decide which type bicycle will suit your needs. Choosing the correct type and size bike will make cycling more safe and fun. We will also go over clothing, helmets, shoes and safety equipment. We will decide which equipment and tools are priorities, and which can wait to be purchased later.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

GI812 Career Ctr. 103 05/12 Thu 7p Cuadra 1 - 2 hr

Developing Emotional Intelligence Through Art

This course is ideal for those who want to increase awareness, understanding and develop their emotional intelligence. Come and explore the five competencies of emotional intelligence - self-awareness, self-management, motivation, empathy, and relationship management - using art as a creative tool for experiential learning. This fun, yet deep and innovative way of learning, will engage you in a very interactive and reflective way.

Arl. Res. \$129 Arl. Sr. \$119 Non-Res. \$139

GI387 W-L 2018 05/05 Thu 6:30p Tordini 6 - 2 hr

Keeping Yourself Professionally Active in Retirement

You've gained plenty of knowledge and experience while working, don't let it go to waste. Stay professionally active in retirement by exploring many different ways of putting your expertise to work. Start a business, become a consultant, provide guidance to others getting started. Mentoring, coaching tutoring, teaching, any so much more are available to you now that you have the time. You can even make some money on the way.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

GI560 Online 05/20 Fri 10a Livingston 1 - 2 hr

Keeping Yourself Socially Engaged in Retirement

Now that you have the time, get involved in your community. You'll learn about many resources and organizations where you can put your skills to use. There are an abundance of non-profit organizations in the area that can benefit from your expertise. Teach, mentor or coach others. Learn about MeetUp groups, and online resources to stay engaged. Volunteer opportunities abound.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

GI562 Online 04/22 Fri 1:30p Livingston 1 - 2 hr

Real Estate & Housing

2-Hour Home Buying Workshop

The purchase of a first home or buying again after many years can be daunting in the metropolitan area. So much has changed in the last few years!! Gather with like-minded individuals who want to own and learn the best practices and procedures. Take this journey with an experienced professional to make this buying decision the best it can be.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

GI616 Syphax 171 06/04 Sat 12n Murphy 1 - 2 hr

Landlording

Are you a landlord or are you considering renting out your home or purchasing an investment property? This class will help you understand your rights and responsibilities as a residential landlord in Virginia. Determine whether your rental(s) are exempt from the Virginia Residential Landlord Tenant Act and learn the essentials on how to avoid landlord/tenant problems from the onset. The class will also discuss collections and the eviction process.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69

GI640 Online 05/05 Thu 7p Mothershead 1 - 2.5 hr

Investing in Real Estate

What do I need to know to invest in real estate in today's market? When and where should I invest? How do I read the real estate markets? How do I determine a good investment? What are the factors that drive the market? Evaluate Net Operating Income (NOI) and CAP Rates. Come with questions, leave with confidence. Learn from a real estate leader. Learn to succeed and grow wealth.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69

GI648 Syphax 171 06/04 Sat 9a Murphy 1 - 2 hr

Aging in Place: How to Live Independently at Home Longer

Mobility needs change as one ages, sometimes drastically and suddenly due to injuries or illness. Learn how Professional Interior Designers integrate specialized finishes, furnishings, and equipment into the home for safe, comfortable, and beautiful spaces that still look and feel like home and not clinical. Learn what specific details are the keys to successfully living in one's home for as long as possible such as: flooring selections, modified furniture, specialized hardware, architectural details in bathrooms and kitchens, stair modifications, color selections, lighting, and more. This class focuses on the interior and exterior details that help one live in one's home longer. Visuals such as photographs and actual materials will be shown. There will be Q&A at the end and interactive time for discussion.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69

GI147 Online 05/12 Thu 6:30p Tamburro 1 - 2.5 hr



A Home to Fit Your Changing Needs and Lifestyle

Are you ready for a change in your living space? Is home now more important to you than it ever was? Whether your current home is too large or too small, whether you seek more levels or less, more or different amenities, larger or smaller yard, and many other "must haves" this course will help you define your new wish list and discuss the best ways of finding and negotiating for your next best home.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

GI674 Syphax 171 04/30 Sat 9a Murphy 1 - 2 hr

Medical Industry

Call to inquire about payment plans for some medical classes

First Aid

This is a video-based, instructor-led course that will teach critical skills to respond to and manage an emergency in the first few minutes until emergency medical services arrives. Learn the duties and responsibilities of first aid rescuers; first aid actions for medical emergencies, including severe choking, heart attack, and stroke; and skills for handling injury and environmental emergencies, including external bleeding, broken bones and sprains, and bites and stings. This course is for anyone with limited or no medical training who needs a course completion card in first aid to meet job, regulatory, or other requirements.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89

GI361 Syphax 117 06/11 Sat 9a Treadway 1 - 4 hr

Heartsaver CPR & AED Certification

This is a video-based, instructor-led course that will teach you Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) use, infant CPR, and how to relieve choking in adults, children, and infants. This course teaches skills with the AHA's research-proven practice-while-watching technique, which allows instructors to observe the students, provide feedback, and guide the students as they perform the skills. This course is for anyone with limited or no medical training who needs a course completion card in CPR and AED use to meet job, regulatory, or other requirements.

Arl. Res. \$79 Arl. Sr. \$69 Non-Res. \$89

GI362 Syphax 117 06/18 Sat 9a Treadway 1 - 4 hr

Clinical Medical Assistant

This online program prepares learners to assist physicians by performing functions related to the clinical aspects of a medical office. Instruction includes preparing patients for examination and treatment, routine laboratory procedures, pharmacology, taking and documenting vital signs, technical aspects of phlebotomy, the 12-lead EKG and the cardiac life cycle. The purpose of the Clinical Medical Assisting certification course is to prepare learners to assist physicians by performing functions related to the clinical aspects of a medical office. See online for full course description. Payment plan available.

Tuition: \$2599

GI080C Online - Self Paced Start anytime, study anytime, w/ support

Pharmacy Technician

This comprehensive course will prepare learners to enter the pharmacy field and take the Pharmacy Technician Certification Board's PTCB exam. Content includes pharmacy terminology, reading and interpreting prescriptions, defining generic and brand names drugs, and much, much more. This program will prepare students to enter the pharmacy field and to pursue certification including the Pharmacy Technician Certification Board's PTCB exam. See online for full course description. Payment plan available.

Tuition: \$1299

GI081C Online - Self Paced Start anytime, study anytime, w/ support

Dental Assistant

The Dental Assistant program prepares students for entry-level positions in one of the fastest growing healthcare professions. With the national increase in healthcare-related services, and the national shortage of healthcare professionals, the need for dental assistants is growing substantially. With a growing workforce over 300,000 strong, a career in dental assisting ranks as the fourth fastest growing occupation in the healthcare technician field. The program prepares learners for entry-level positions as a chair-side dental assistant. This program covers the history of dentistry, introduction to the dental office, the legal aspects of dentistry, introduction to oral anatomy, dental operatory, introduction to tooth structure (primary and permanent teeth), the oral cavity; and other areas. The purpose of this program is to familiarize learners with all areas of administrative and clinical dental assisting focusing on the responsibilities required to function as an assistant in a dental practice. See online for full course description. Payment plan available.

Tuition: \$1299

GI082C Online - Self Paced Start anytime, study anytime, w/ support

Home Health Aide

This comprehensive program prepares students for a position as a Home Health Aide. Emphasis is on giving personal care in a client's home, communications, working with ill persons, basic human needs, eldercare, nutrition, special diets, and home management. Many different types of individuals require assistance in daily tasks, assistance with minor medical tasks, and companionship because they are ill, elderly, or disabled in some way, may be of any age, and live at home or in a home-like residential facility. Home Health Aides provide this assistance entirely or provide some of the care to allow family caregivers a respite. This program will ensure students are prepared to provide a variety of essential services for their clients including health care management and monitoring, assistance with activities of daily living (ADLs) ranging from bathing, dressing, eating, using the bathroom, housekeeping and laundry to medication reminders and/or management, recreational activities and companionship, security and transportation.

Arl. Res. \$1299

GI083C Online – Self Paced Start anytime, study anytime, w/ support

Phlebotomy Technician

The phlebotomist is a vital member of the clinical laboratory team, whose main function is to obtain patient's blood specimens by venipuncture and micro-collection for testing purposes. Phlebotomists are employed throughout the healthcare system including in hospitals, neighborhood health centers, medical group practices, HMO's, public health facilities, veteran hospitals, insurance carriers, and in other healthcare settings. The demand for phlebotomy technicians has increased substantially with the overall complexity of healthcare services and the risks of infectious disease. Current healthcare industry experts predict a 15% increase in phlebotomy jobs by 2024.

This program prepares learners to collect blood specimens from clients for the purpose of laboratory analysis. Learners will become familiar with all aspects of blood collection and will review the skills needed to perform venipunctures safely. Topics in this course include medical terminology, related anatomy and physiology, blood collection procedures, and procedures for collection of other types of specimens within the scope of practice of the phlebotomist.

Arl. Res. \$1799

GI870C Online – Self Paced Start anytime, study anytime, w/ support

Medical Billing & Coding

Medical billing and coding is one of the fastest-growing careers in the healthcare industry today! The need for professionals who understand how to code healthcare services and procedures for third-party insurance reimbursement is growing substantially. Physician practices, hospitals, pharmacies, long-term care facilities, chiropractic practices, physical therapy practices, and other healthcare providers all depend on medical billing and coding for insurance carrier reimbursement.

This billing and coding program offers the skills needed to perform complex coding and billing procedures. The program covers: CPT (Introduction, Guidelines, Evaluation and Management), specialty fields (such as surgery, radiology and laboratory), the ICD-10 for both diagnosis and procedure coding, and basic claims processes for insurance reimbursements. This billing and coding program delivers the skills learners need to solve insurance billing and coding problems. It details proper assignment of codes and the process to file claims for reimbursement.

Arl. Res. \$1799

GI875C Online – Self Paced Start anytime, study anytime, w/ support

Textile Arts

Sewing 1

Sewing class is designed for beginners. There will be an introduction to the sewing machine, sewing terms, fabrics, patterns, pressing technique, and notions. First class project will prepare you for Sewing II. Bring thread and scissors to first class. Supply list distributed at first class.

Arl. Res. \$169 Arl. Sr. \$159 Non-Res. \$179

HE600A Syphax 117 04/20 Wed 12:30p Hunter 6 - 2 hr

HE600B Syphax 117 04/20 Wed 6:30p Hunter 6 - 2 hr

Sewing Circle - DIY Sewing Projects

If you already know how to thread, and loop and the basics of your sewing machine, and simply need a scheduled time to sew, bounce ideas off of others and need occasional guidance from a teacher, this is the place for you! The Sewing Circle is a place to start, work on or complete your sewing projects in a fun, informative and creative atmosphere. Bring your ideas, projects, patterns and your own machine or use ours, and get ready for fun productivity. See website for supply list.

Arl. Res. \$119 Arl. Sr. \$109 Non-Res. \$129

HE614A Syphax 117 06/01 Wed 12:30p Hunter 4 - 2 hr

HE614B Syphax 117 06/01 Wed 6:30p Hunter 4 - 2 hr

Knitting - The Basics

Curious about Knitting? Come learn the basics of knitting - casting on, knit, purl, and binding off. Students will learn to read a pattern and will begin working on a simple but attractive scarf. Supply list found on the website.

Arl. Res. \$109 Arl. Sr. \$99 Non-Res. \$119

HE611 Syphax 117 04/23 Sat 10a Azimi 4 - 2 hr

Business & Career

Work-Life Balance: Find & Plan Yours

Find what balance looks like for you. Plan your days and weeks to maximize your time. There's 168 hours in a week, and to accomplish all you need to do can be a challenge. Bring your calendar to class and be prepared to learn new strategies and techniques to manage your time. Tactics, concepts and theories will be covered to help you build a framework that you will continue to use to achieve work-life balance for years to come.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69

GI831 Online 04/20 Wed 6:30p Nelson-Palmer 1 - 2 hr

Your Time Has Value: Life Hacks to Get it Back

Stop wasting the time you have! Learn to calculate the monetary value of your time at work and at home and discover strategies on how to get hours back by eliminating common time wasters, and outsourcing or automating routine tasks. Time is the currency of your life - learn to spend it wisely.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69

GI832 Online 05/24 Tue 6:30p Nelson-Palmer 1 - 2 hr

Stand Out!: Developing Impressive Job Interview Skills

Create and master answers to difficult interview questions. Prepare for phone, video, in-person and panel interviews with both verbal and non-verbal techniques. Whether you are just starting your career, re-entering the workforce or looking to advance in your career this course will empower you with the skills to land that next job. First class will be in-person, our second class will be online.

Arl. Res. \$89 Arl. Sr. \$79 Non-Res. \$99

GI260 Career Ctr. 205 05/10 Tue 6:30p Clements 2 - 2.5 hr



Network Technician (CompTIA Network+)

The Network Technician (CompTIA Network+) course provides students with the basic knowledge and skills necessary to become an IT network technician. Students will gain the knowledge and skills necessary to manage, maintain, troubleshoot, install, operate, and configure basic network infrastructure as well as describe networking technologies, understand basic design principles, adhere to wiring standards, and use testing tools. Additional job titles include network technician, network installer, network administrator, help desk technician and IT cable installer. This course is designed to fully prepare students to sit for and pass the CompTIA Network+ Certification exam. See online for full course description. Payment plan available.

Arl. Res. \$2299

ME090C Online – Start anytime, study anytime, w/ support

Starting Your Career In Sales

Looking to change or to start a new career in the exciting field of sales? Whatever your reason, this class will assist you in better understanding not just what to do - but the crucial why's behind it necessary to advance your skills to the next level. Learn the fundamentals behind building a stronger foundation to sales success, eliminating, and overcoming most obstacles you'll likely to encounter and avoiding many of the usual mistakes salespeople make when encountering objections.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

ME137 Syphax 115 05/14 Sat 10a Staff 1 - 2 hr

Your Sorry Means Nothing

Are you having to deal with angry and frustrated customers on a daily basis? Do you feel the training you've received just doesn't seem to work? Well worry no more. Learn from an industry professional principles and practices not taught - that actually work when encountering an angry customer! Learn the real reasons behind customer aggression and how to turn most any angry consumer situation into a rewarding and exceptional experience, easily.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

ME138 Syphax 126 06/04 Sat 10a Staff 1 - 2 hr

Tour Guiding in the Nation's Capital

Do you enjoy travel and history? Do you like to show family and friends around our nation's memorials? Are you considering changing careers or working part-time in an exciting field? This class introduces you to the basics of tour guiding and the possibility of branching out to tour directing. You will also learn about some of the major memorials in our nation's capital, must see sites, and hidden gems that will make your tours special. Whatever your interests, this class will help you get started in tour guiding, whether you do it professionally or informally.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

ME187A Online 05/10 Tue 6:30p Frend 1 - 2 hr

ME187B Online 05/23 Mon 6:30p Frend 1 - 2 hr



Tour Guiding Introduction - On the National Mall

If you enjoy travel, adventure, and history, consider a career in tour guiding. In this three-hour hands-on class, you will learn what it takes to become a professional guide through a tour of one of the most popular destinations in the world - Washington, DC. But, don't let Washington, DC be your sole interest - as a professional tour guide, you can lead tours at national memorials and parks, museums, international cities, for cruise ships, on trains, and so much more. Find out if you have what it takes to be a tour guide, whether you work professionally full time or part-time, or informally to share your knowledge with family and friends when visiting DC.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

ME186 Online 06/04 Sat 6:30p Frend 1 - 2 hr

Arlington Community Learning

Small Business Start-Up

Creating your own part-time or full-time business enterprise can be an exciting and rewarding adventure. This seminar will review the entrepreneurial and administrative skills needed for success. Options for legal structuring a business will be reviewed, such as sole proprietorship, partnership, LLC, and incorporation. Tools and strategies for efficient daily management will be discussed, along with a review of marketing, finances, expansion, and other crucial elements to a successful startup. Learn how to successfully start your own business enterprise.

Arl. Res. \$89 Arl. Sr. \$79 Non-Res. \$99
ME300 Online 04/23 Sat 2p Bromley 2 - 2.5 hr

How to Start Your Nonprofit Organization

Considering whether or not to start a nonprofit? Interested in knowing what steps to take in creating a nonprofit? Want to know where to find resources to run a nonprofit? Then this series is for you! In this course, you will learn practical steps for starting a nonprofit organization and finding resources.

Arl. Res. \$89 Arl. Sr. \$79 Non-Res. \$99
ME330 Online 05/05 Thu 7p Newmyer 2 - 2.5 hr

Matching You and a Career

Before starting that job search, discover how your values, interests and skills can point you in the right direction. With the guidance of your instructor, a professional career coach, learn to match your unique abilities to positions, titles and jobs that fit you best.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69
GI262 Syphax 171 05/19 Thu 6:30p Clements 1 - 2.5 hr

Finding the Right Job for You

Do you feel stuck in your current job? Haven't found a job that makes you feel fulfilled? Discover more ways and better places to look. This 2.5 hour workshop will thoroughly cover the best results to online job searches, career fairs, effective networking, role play scenarios and other strategies to find that perfect job.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69
GI266 Syphax 117 06/07 Tue 7p Clements 1 - 2.5 hr

NEW Professional in Human Resources (PHR®)

The Human Resources Professional program will introduce you to human resources (HR) functions and related elements and activities. This program will outline for participants the roles and responsibilities of members of a typical HR department, educating the staff that make up a particular firm in various corporate policies, rules and/or procedures as well as how their individual role will include HR-related activities, whether officially part of an HR department or not. Move through the evolution of HR management through to the modern functions of most HR divisions from the perspective of both management and subordinate employees. Further, students will explore various compensation structures and gain an understanding of the importance of maintaining fair and equitable compensation and benefit programs.

Arl. Res. \$999
GI084C Online – Self Paced Start anytime, study anytime, w/ support

Applying for a Federal Job

Thousands of people will retire from the federal government this year, and the United States government will need qualified people to fill those positions. Learn to decode the federal job websites, and create an application that best highlights your qualifications and unique abilities.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69
GI838 Syphax 115 06/08 Wed 6:30p Law 1 - 2.5 hr

NEW Homeland Security Specialist

This program is designed to prepare you to work in various Homeland Security agencies at a local, state or federal level. The focus will be on counter-terrorism, counter-intelligence, and national security. You will examine new and different subject areas within this growing field. Class will provide an overview of the elements involved in the homeland security functions, Challenges, critical infrastructure managers in government and industry can/will face will be reviewed. You will be prepared in class to sit for the National Workforce Career Association (NWCA) Homeland Security (CJ-HSS)

Arl. Res. \$1699
GI878C Online – Self Paced Start anytime, study anytime, w/ support

Legal Assistant

This program offers an in-depth view of the role of legal assistants and paralegals play as an essential part of the overall profession. Examining the myriad of skills used by legal assistants everyday alongside the typical legal working environment, learners will explore the common areas of law in which they'll likely be working, the various ethical considerations that may arise as well as the sources of law they'll reference every day. Learners will also be introduced to various career opportunities available to trained legal assistants. This program also provides participants with a comprehensive understanding of professional responsibility in the legal field and how these laws apply to all legal staff, specifically. In addition to the general legal ethical concepts presented in the course, learners will research individual state professional responsibility rules as they apply to the overall field and to the paralegal role.

Arl. Res. \$1699
GI094C Online – Self Paced Start anytime, study anytime, w/ support

Introduction to Project Management

In today's business environment, there is a need for good project management. Project management provides visibility of project health to the business and the customer. Through continuous monitoring, early detection of variations to plan, schedule, and budget can be communicated to stakeholder for quick resolution, including project cancelation. Project management is one of the fastest paths to promotion by increasing your network through greater exposure. You will have the skills, tools and templates to confidently develop and maintain a project. An overview of salaries, certification costs, education and experience requirements are provided.

Tuition: \$195
ME070U Online Starts 04/04, ends on 04/29 - access anytime

Project Management Professional (PMP®)

Project Management Professionals have a firm understanding of the basic competencies involved in management and oversight, including areas such as effective time management, managing multiple projects simultaneously, scope and estimation of project undertaking and devising a detailed project plan alongside project risk and cost analysis. The program includes training and exam preparation for students to become a Project Management Professional (PMP) as designated by the Project Management Institute. See online for full course description.

Tuition: \$999
ME090 Online – Self Paced Start anytime, study anytime, w/ support

Non-Profit Administration Certificate - Code ME400U

Take both for \$595 or take them individually, price shown below.

Revenue Generation for Non-Profits

Build revenue streams for your non-profit organization. They are essential not only to keep your doors open but also to expand your services. Discover how to increase revenue from your current activities. Develop strategies for building new ones. Know how to effectively set prices or fees. Understand the 20% that generates 80% of your revenue. These are basic concepts that will yield greater results. After taking this course you will have the knowledge to improve your revenue generation and generate a better surplus.

Tuition: \$495
ME401U Online Starts 04/07, ends on 05/27 - access anytime

Program Evaluation for Nonprofit Professionals

Build revenue streams for your non-profit organization. They are essential not only to keep your doors open but also to expand your services. Discover how to increase revenue from your current activities. Develop strategies for building new ones. Know how to effectively set prices or fees. Understand the 20% that generates 80% of your revenue. These are basic concepts that will yield greater results. After taking this course you will have the knowledge to improve your revenue generation and generate a better surplus.

Tuition: \$245
ME402U Online Starts 06/06, ends on 07/01 - access anytime

Bookkeeping Certificate - Code ME055U

Take all three for \$495 or take them individually, price shown below.

Understanding Debits and Credits

In this course, you will learn about the accounting equation and the five categories involved in every business (Assets, Liabilities, Owner's Equity, Revenue and Expenses). Every financial transaction falls into one or more of these categories. Learn how to create a chart of accounts that meet the needs of your business. You will learn how double entry bookkeeping works and the process of recording debits and credits. This course will show you how to identify, analyze and record transactions using journal entries under the cash basis accounting method.

Tuition: \$195
ME056U Online Starts 04/04, ends on 04/29 - access anytime

General Ledger and Month End Procedures

In this course, you will learn how to post journal entries to the correct general ledger accounts impacted by each transaction. This course will show you how to make sure your general ledger balances at the end of each month by preparing an unadjusted trial balance. You will learn how to look for errors when you don't balance, and how to determine to correct entries. After posting correcting entries and/or adjusting entries, you will verify debits and credits equal with an adjusted trial balance. This course also goes through the steps of performing monthly bank reconciliations.

Tuition: \$195
ME057U Online Starts 05/02, ends on 05/27 - access anytime

Closing Procedures and Financial Statements

This course shows you how to create a worksheet used to adjust the account balances and prepare the financial statements. Use your financial statements to measure performance, make improvements and set goals. The final step covered in this course is closing your books and preparing them for the next accounting period; this is done by journalizing and posting closing entries.

Tuition: \$195
ME059U Online Starts 06/06, ends on 07/01 - access anytime

Financial Planning

Organize Your Estate Information, Assets & Documents

Learn how and be motivated to: identify, locate, and record all your personal and business estate information, assets, and documents. Emphasis will be on how to complete the job in a systematized manner. Having one's estate in administrative order makes estate planning easier and more efficient for you, your family and heirs. Determine how much you are really worth. Minimize the potential for sibling discord. Pay fewer fees and taxes. Have less bureaucracy and expedite settlement and receipt of monies due. Receive supporting handouts. Help yourself, your family, loved ones, and executor/executrix while you still can!!

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59
GI742 Online 04/26 Tue 7p Davidson 1 - 2 hr

Estate Planning Essentials

An estate plan that works, melds counseling-based estate planning to meet changing client objectives and a shifting legal environment. How to establish a plan and keep it current, understand living trusts, wills, substitute decision-makers, disability planning, long-term care, and (mis)use of joint tenancy with adult children, will be examined so you can plan properly. Also addressed are the hidden traps in beneficiary designations of retirement plans, insurance and annuities.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69
GI320 Online 04/19 Tue 6:30p Mothershead 1 - 2 hr

Tax Savings and Planning through Four Stages of Retirement

If you are between 50 to 70 years old, this 90 minute class can save you thousands in retirement. Just one of many items taught in class can make a significant difference in your retirement planning. How much do you need invested to comfortably retire? What will the healthcare costs be? How much in taxes will I have to pay in retirement? These questions and more will be answered in this workshop...don't miss it.

Arl. Res. \$39 Arl. Sr. \$29 Non-Res. \$49
GI322 W-L 2019 05/11 Wed 6:30p Davidson 1 - 1.5 hr

4 Ways of Cutting College Cost

Families often overpay for college and take on too much debt. Don't hurt your savings and retirement plans or your child's future because you tumbled unprepared into the late-stage college funding pressure cooker. In this seminar we will be analyzing 4 key points that highlight the complexities of late stage college planning and how parents can be smart shoppers.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59
GI348 Online 04/27 Wed 7p Davidson 1 - 2 hr

Savvy Social Security Planning: What Baby Boomers Need to Know to Maximize Retirement Income

This workshop will cover: 5 factors to consider when deciding when to apply for benefits; when it makes sense to delay benefits -- and when it does not; why you should always check your earnings record for accuracy; how to estimate your benefits; how to coordinate benefits with your spouse; how to minimize taxes on Social Security benefits; how to coordinate Social Security with your other sources of retirement income.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59
GI785 W-L 2019 06/01 Wed 7p Davidson 1 - 2 hr

Are Your Mutual Funds Making the Grade?

This is an opportunity to receive a detailed analysis of the mutual funds that you own. Navigate through a mutual fund analysis report. If you choose, the instructor will provide the report on mutual funds that you hold so you can apply the information directly to your portfolio. Learn how your funds have performed over the short-term and long-term; how your funds compare against both the appropriate market index and against its peers; and how to evaluate the funds risk profile against the benchmarks and your own risk tolerance. Instructor is a Certified Financial Planner with twenty years of experience in Portfolio Management and Performance Analysis. It is not required to use your own mutual funds, but if you choose this option, the instructor will need your fund names prior to class.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59
GI911 Online 05/17 Tue 7p Kehoe 1 - 2 hr

ABC's of Investing

This is a primer course in investing. Review stocks, bonds and short term investments, what they can do for you and how to buy and sell them. You will learn where to find and how to read financial information to monitor your investments. Cover the nuances of choosing stocks for growth or income; call features on bonds; whether to choose taxable or tax free bonds; how the exchanges work; and how to or if to use a professional. Discuss how to invest assets in retirement accounts. There will be a discussion of investment "packages" and how to analyze them.

Arl. Res. \$99 Arl. Sr. \$89 Non-Res. \$109
GI937 Online 04/26 Tue 7p Kehoe 3 - 2 hr

How to Use a Financial Planner

What is the difference between a financial advisor and a financial planner? How do you know what is right for you? What questions to ask? How much does it cost? CFP, CLU, CHFC, CIMA, what do they all mean? Class will discuss the financial planning industry and how to determine what is right for your situation.

Arl. Res. \$29 Arl. Sr. \$19 Non-Res. \$39
GI938 Online 05/31 Tue 7p Kehoe 1 - 1.5 hr

Pre-Retirement Guide for Federal Employees

If you are a Federal employee considering retirement, this class is for you! Get the information you need to make informed decisions about your retirement from Federal service. We will focus on the choices and implications you face with your Health insurance, Medicare, Federal Employee Group Life Insurance, Social Security claiming strategies, Thrift Savings Plan, and Tax Surprises.

Arl. Res. \$109 Arl. Sr. \$99 Non-Res. \$119
GI791 W-L 2016 05/26 Thu 7p Davidson 3 - 2.5 hr

Avoid Financial Errors in Divorce Settlement

"Breaking up is hard to do" as the song says. Financial considerations are important to take into account when going through a divorce. Divorce can strain your finances as well as emotions. In this seminar we will cover how taxes affect your settlement, the different source of income that may be available to you and understand the short and long term effects on your divorce settlement. Being prepared with an investment plan before, during, and after divorce can help protect yourself and take charge of your future financial well-being.

Arl. Res. \$39 Arl. Sr. \$29 Non-Res. \$49
GI795 Online 05/10 Tue 7p Davidson 1 - 1.5 hr

Music & Voice Classes

Guitar - Beginning 1

This class is designed for students who have no experience playing the guitar. Beyond learning basic music theory, you will learn chords, strumming patterns, finger placement, and several scales. You will be required to bring your own guitar (acoustic or electric) to class. Assignments / handouts will be provided.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179
MUGU01A Online 04/21 Thu 11a Siekkinen 8 - 1.5 hr
MUGU01B Kenmore 191 04/26 Tue 6:30p Delos Reyes 8 - 1.5 hr

Guitar - Beginning 2

Prerequisite: Guitar Beginning I or equivalent experience. This class will continue to assist you in learning chords, strumming patterns, finger placement, and several scales. Bring their own guitar to class.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179
MUGU02 Kenmore 191 04/28 Thu 6:30p Delos Reyes 8 - 1.5 hr

Guitar - Beginning 3

Prerequisite: Guitar Beginning 2 or equivalent experience. This class is to assist students with their strumming techniques, chords and scales and will be introduced to basic improvisation skills. Bring your own guitar, tuner and metronome. Handouts provided.

Arl. Res. \$169 Arl. Sr. \$159 Non-Res. \$179
MUGU03 Online 04/21 Thu 1p Siekkinen 8 - 1.5 hr

Piano for Beginners 1

Learn how to play piano. Class is for students with no piano playing experience. We will cover basic chords, rhythms, musical terms and the use of the metronome.

Arl. Res. \$189 Arl. Sr. \$169 Non-Res. \$209
MUPN01C Online 04/23 Sat 10a Ruble 8 - 2 hr
MUPN01A Online 04/26 Tue 7p Ruble 8 - 2 hr
MUPN01B Syphax 113 04/28 Thu 1p Ruble 8 - 2 hr

Piano for Beginners 2

Prerequisite: Piano Beginning 1 or equivalent knowledge. Continue your study of the piano by becoming more proficient with chords and musical scales. More emphasis will be placed on reading music, rhythm and putting the notes together to create music.

Arl. Res. \$189 Arl. Sr. \$169 Non-Res. \$209
MUPN02A Online 04/21 Thu 7p Ruble 8 - 2 hr
MUPN02B Online 04/26 Tue 10a Ruble 8 - 2 hr

Piano for Beginners 3

Prerequisite: Piano Beginning 2 or permission from the instructor. Students will continue their study of the piano and become more proficient with chords. Emphasis will be placed on repertoire building.

Arl. Res. \$189 Arl. Sr. \$169 Non-Res. \$209
MUPN03 Online 04/20 Wed 7p Ruble 8 - 2 hr

Piano Intermediate

This class is a continuation of level 3 and will focus on playing, accuracy, tempo, voicing and repertoire building. Please come to the first class prepared to share with the class.

Arl. Res. \$189 Arl. Sr. \$169 Non-Res. \$209
MUPN04 Online 04/28 Thu 10a Jones 8 - 2 hr

Piano Intermediate 3

Arl. Res. \$189 Arl. Sr. \$169 Non-Res. \$209
MUPN06 Online 04/18 Mon 10a Ruble 8 - 2 hr

Arlington Community Learning

Arlington Concert Band

Arlington Concert Band The Arlington Concert Band is a wind and percussion ensemble for adult musicians. This group is seeking musicians with intermediate to advanced playing skills, or players who have studied previously and want to return to their musical past and focus on performing in an ensemble. Arlington Concert Band aims to be an ensemble that will not only provide a local opportunity for musicians, but will serve as a promoter of music and music education in our community. For more information and ensemble requirements visit arlingtonconcertband.org or email Raul Matos at raul.matos@apsva.us. Annual Membership Fee per School Year tuition, only \$39. (Bring your own instrument)

W-L Band Rm 04/19 Tue 7p Kirchenbauer 10 - 2 hr

MUACBA - Flute

MUACBB - Clarinet

MUACBC - Oboe

MUACBD - Bass Clarinet

MUACBE - Baritone Saxophone

MUACBF - Tenor Saxophone

MUACBG - Alto Saxophone

MUACBH - Bassoon

MUACBI - French Horn

MUACBJ - Trumpet

MUACBK - Trombone

MUACBL - Euphonium

MUACBM - Tuba

MUACBN - Percussion

Arlington Concert Orchestra

The Arlington Concert Orchestra is seeking musicians with intermediate to advanced musical skills, and all those who used to play an orchestral instrument and are looking to get back into a performance ensemble. This is a wonderful opportunity to play in a high caliber, volunteer orchestra! High quality performances, education, and fun are at the heart what we do.

Registration fee \$39 per semester. (Bring instrument)

Kenmore Band Rm 04/18 Mon 7p Jackson 10 - 2 hr

MUACOA - Violin

MUACOB - Cello

MUACOC - Harp

MUACOD - Oboe

MUACOE - Bassoon

MUACOF - French Horn

MUACOG - Tuba

MUACOH - Viola

MUACOI - Bass

MUACOJ - Flute

MUACOK - Clarinet

MUACOL - Percussion

MUACOM - Trombone

MUACON - Trumpet

MUACOO - Piano

Arlington Flute Ensemble

The Arlington Flute Ensemble is a class designed for adult amateur flutists. It is comprised of C flutes however any additional auxiliary flutes such as piccolo, alto flute, bass flute and contrabass flute are also encouraged to join. The focus will be on reading and rehearsing mainstream flute choir repertoire consisting of past and current original compositions and arrangements of classical, jazz and pop styles. Performance opportunities will include community concert series and flute choir festivals such as the annual Flute Society of Washington, Inc. Mid-Atlantic Flute Convention's Flute Choir Showcase.

Currently, fully vaccinated individuals and the active use of flute masks are required to participate.

Tuition: \$99

MUAFE01 Kenmore 116 04/27 Wed 7p Rohde 10 - 2 hr

Music Theory & Basic Composition

Learn the lines and spaces of both the bass and treble clefs, notes and rests values, intervals and much more. Book Alfred's Essentials of Music Theory ISBN 0-88284-894-1

Arl. Res. \$109 Arl. Sr. \$99 Non-Res. \$119

MUMT01 Online 05/05 Thu 12:30p McGuire 4 - 2 hr

Ukulele - Beginning 1

What has a sound that makes you smile when you hear it, is small and fun to play? The Ukulele of course. You'll learn the important skill of strumming and finger placement, playing chords and tempo. Do something different with your time, learn to play the Ukulele. Bring your own Ukulele to class. (Sorry, no baritone ukuleles.)

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179

MUUK01 Online 04/20 Wed 1p Siekinen 8 - 1.5 hr

Ukulele - Beginning 2

Now that you got the basics down, start building on your skills in the level 2 class. We will continue to focus on strumming, chords and tempo. We will have you strumming basic songs in no time.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179

MUUK02 Online 04/20 Wed 11a Siekinen 8 - 1.5 hr

Ukulele - Intermediate

Continue building on what you've learned. Finger placement, speed and accuracy will be emphasized. In this class you'll begin to really enjoy the sounds coming from your Ukulele.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179

MUUK04 Online 04/23 Sat 11a Siekinen 8 - 1.5 hr

Violin for Beginners

Continue to focus on bow technique, music reading and improved speed and accuracy of finger placement. The music you'll play will gradually stretch your ability while improving your skills. You are required to have your own instrument.

Prerequisite: Violin for Beginners 1 or equivalent experience.

Arl. Res. \$189 Arl. Sr. \$169 Non-Res. \$209

MUVI01 Online 04/28 Thu 6:30p McGuire 6 - 2 hr

Violin - Intermediate

Here is where you'll begin to hear the progress you have made and where the music comes together. Pick up where you left off in Violin Beginning Level 3. The music will get gradually more challenging but also more beautiful to listen to.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179

MUVI04 Online 04/20 Wed 6:30p McGuire 6 - 2 hr

Voice Lessons for Adults - Level 1

This Voice Lesson class is designed for students who want to improve and develop their singing talents. This class is for beginners and for those who have not experienced singing lessons or techniques before. Learn singing basics which will include methods of warm up, breath control, clear singing pronunciation of lyrics, scales, and terminology. You will practice singing songs throughout the course.

Arl. Res. \$159 Arl. Sr. \$139 Non-Res. \$179

MUVL01 Online 04/27 Wed 6:30p Jugdersuren 6 - 2 hr

Interior Design

Interior Design Overview: Designing Space for Function and Comfort

An overview of the Interior Design Process from the initial design through to completion of a project. This class details some easy changes you can make today to get your home or office more comfortable, efficient, and looking sharp. Visuals such as photographs and actual materials will be shown. There will be Q&A at the end and interactive time for discussion.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

TI353 Online 04/21 Thu 6:30p Tamburro 1 - 2 hr

Interior Design: Choosing the Best Finish, They're More Than What You See

Pretty colors, patterns, and textures are what many think Interior Design is all about. While they are a part of Interior Design, there are considerations for how to achieve "the look" including maintenance, performance, life-cycle, budget, and the schedule. Learn how to select the best finishes for your project to get the best look, performance, and value. Visuals such as photographs and actual materials will be shown. There will be Q&A at the end and interactive time for discussion.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

TI354 Online 05/19 Thu 6:30p Tamburro 1 - 2 hr

Interior Design: Choosing the Best Furniture for Your Project. Cost vs Value

Not all furniture is made with the same construction standards. There is a reason why what looks like the same chest of drawers can cost between \$400.00 and \$15,000.00 for seemingly the same piece of furniture. Learn how and where furniture is made, how to evaluate the finishes and the hardware, and how to choose the best furniture for your project. Visuals such as photographs and actual materials will be shown. There will be Q&A at the end and interactive time for discussion.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

TI356 Online 06/16 Thu 6:30p Tamburro 1 - 2 hr

Auto & DIY Classes

Automotive Repair Procedures

This course will be based on the automobile problems and needs of the students. Hands-on shop work on owners' vehicles will guide the weekly lesson. Basic repairs will be limited to shop time, space, and equipment. Diagnostic information will be supplied, as available, to assist the student in correcting problems. The purchase of some necessary basic hand tools and materials will be identified. Course is taught in the Auto Technology Lab. Social distancing will be practiced. Instructor will facilitate instruction.

Arl. Res. \$239 Arl. Sr. \$229 Non-Res. \$249

TI100 Career Ctr. Auto Lab 05/10 Tue 6:30p Blanc 8 - 3 hr

Automotive Repair Procedures-Advanced

The curriculum of the course will be based on the automobile problems and needs of the students. Hands-on shop work on owners' vehicles will guide the weekly lesson. Basic repairs will be limited to shop time, space, and equipment. Course offers more advanced diagnostics. Course is taught in the Auto Technology Lab. Social distancing will be practiced. Teacher will facilitate class instruction.

Arl. Res. \$239 Arl. Sr. \$229 Non-Res. \$259

TI103 Career Ctr. Auto Lab 04/20 Wed 6:30p Winchell 8 - 3 hr

Car Maintenance Workshop

Class is designed for students who have limited to no knowledge of car maintenance. Learn how to perform simple maintenance on your car, such as changing the oil, topping off fluids and checking tire pressure. You will also learn how to change a flat tire and what to do when the car overheats. This is a hands-on class.

Arl. Res. \$129 Arl. Sr. \$109 Non-Res. \$149

TI106 Career Ctr. Auto Lab 06/02 Thu 6:30p Blanc 3 - 2.5 hr

Home Repair & Carpentry

Introduction to Woodworking & Cabinetmaking

Course begins with a thorough orientation focusing on wood types and uses, wood joinery, cabinetry design, and proper, safe use of tools and equipment. For the remaining classes, you will have full use of modern woodworking equipment, tools, and shop to construct individual furnishings. You supply the lumber and materials for your project. Some storage is available. Course is taught in the Wood Shop.

Arl. Res. \$239 Arl. Sr. \$229 Non-Res. \$249

TI302 Career Ctr. Wood Shop 04/19 Tue 7p Daly 10 - 3 hr

Youth Enrichment Program

Advanced Woodworking and Cabinetmaking

Prerequisite: Prior participation in Introduction to Woodworking and Cabinetmaking (TI-302) is mandatory. This course allows you to continue where you left off in the introduction class. You will use of the fully equipped shop to construct items of personal interest and improve your woodworking skills. Emphasis is on advanced techniques such as veneering, millwork, lathe turning, and joinery. You supply the lumber and materials for your personal projects. Some storage is available. Taught in Wood Shop.

Arl. Res. \$239 Arl. Sr. \$229 Non-Res. \$249

TI303 Career Ctr. Wood Shop 04/21 Thu 7p Daly 10 - 3 hr

Understanding Your Home: How to Spot, Correct & Avoid Defects & Keep Everything Running

Anyone who wants to buy or sell or maintain a home can benefit from this class. Dozens of money-saving tips on how to identify structural, mechanical and cosmetic defects in both older and new homes will be presented. The course will provide a basic understanding of how everything in your house works, when to repair or replace and how to go about finding reliable services. You will also review construction materials, trade practices and environmental issues, including indoor air pollutants such as mold, radon and allergens.

Arl. Res. \$59 Arl. Sr. \$49 Non-Res. \$69

TI332 Online 05/23 Mon 7p Daly 1 - 2.5 hr

Faucet Repair

An overview of the 4 basic types of residential faucets and simple repairs a homeowner can attempt for each type. Virtual demonstrations, an overview of basic tools, and a question/answer period will be the major aspects of this course.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

TI333 Career Ctr. Wood Shop 06/13 Mon 7p Daly 1 - 2 hr

Drywall Repair

An overview of defects and damages that occur in drywall and simple repairs that you, the homeowner can attempt. Virtual demonstrations, an overview of basic tools and materials, and a question/answer period will be the major aspects of this course.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

TI334 Career Ctr. 103 04/25 Mon 7p Daly 1 - 2 hr

Replacing Electrical Outlets

An overview of the electrical grounding systems found in older homes and the implications of replacing older 2-prong outlets with modern grounded 3-prong outlets will be presented. Virtual demonstrations, an overview of basic tools, and a question/answer period will be the major aspects of this course.

Arl. Res. \$49 Arl. Sr. \$39 Non-Res. \$59

TI336 Career Ctr. Wood Shop 06/06 Mon 7p Daly 1 - 2 hr

Electrical Technician

This program focuses on broad, transferable skills, including an understanding of the electrical trade, the National Electrical Code and more to prepare for entry-level careers in this growing field. Students are eligible for an optional externship with a local employer after successful course completion. See full course description online. Tuition: \$2,599

TI050 Online – Self Paced Start anytime, study anytime

SAT - Prep - Math

Learn the tools and techniques to reach the highest available score on the SAT test. Learn to visualize perspectives and concepts which may differ from your own. Course includes data analysis, geometry and basic trigonometry.

Required text to purchase: Official SAT Study Guide (2020 Edition) ISBN-13: 978-1457312199

Tuition: \$139

YPTP101 Online 04/06 Wed 5p El-Hakim 4 - 2 hr

TP101 Online 05/12 Thu 7p El-Hakim 4 - 2 hr

SAT Prep - Language Arts

Reading comprehension, textual analysis, and standards of English are a big part of the Reading & Writing portions of the SAT. Identifying what the examiners are looking for and how and why they develop particular questions are important, as well. This class will explain the techniques and test-taking strategies you need to increase your score in the verbal section of the SAT.

Required text to purchase: Official SAT Study Guide (2020 Edition) ISBN-13: 978-1457312199

Tuition: \$139

TP105 Syphax 126 04/09 Sat 10a Bromley 4 - 2 hr

Minecraft Designers Ages 8 - 14

If you love the game Minecraft and always wanted to design your own world, this class is for you! Learn how to create a custom map, the basics of creating 3D models using a new software to design your very own objects, how to build with Redstone and Command blocks, and create custom textures for you to import at home or share with friends. Students must own a Java version of Minecraft to take this class. Tablet, phone, and game console versions of Minecraft are not compatible. Parent email address is required to use 3D modeling software. Class meets Monday through Friday.

Tuition: \$209

YPBE26 Online 04/11 Mon, Tue, Wed, Thu 1:30p 4 - 3 hr

Cyber Spies Ages 8 - 14

With the world's increased reliance on digital data, cyber security is more important than ever! In this class you are all that stands between a group of international hackers launching cyber attacks and world peace. Through a series of challenges students will learn to apply tools used by professional digital forensics teams to crack codes and use encryption. Working in teams you will have to collect clues, recover lost data, and explore the tools of the trade and become the next great cyber spy!

Tuition: \$229

YPBE33 Online 04/11 Mon - Fri 9:30a 5 - 3 hr

Creative Writing Workshop

This class is designed for 7th and 8th grade students who want to improve their communication skills, through discussions and writing sessions that help build creative, thoughtful and confident pieces of work. The course will focus on expressive writing in many different forms. Students will have the opportunity to explore several different types of poetry and prose styles, as well as responding to literature, art mediums, quotes, and music. Originality and writing that shows thought will be emphasized. Strategies to avoid writer's block and new ways to uncover ideas for writing will be studied.

Tuition: \$99

YPCE01 Online 05/10 Tue, Thu 3p Schelble 6 - 1 hr

My Origami Zoo

My Origami Zoo! Even though the National Zoo is still closed, come join us to create a unique origami zoo and learn Japanese words and phrases to go along with it. Students will learn the basic techniques of origami as they create their zoos. No experience necessary.

Tuition: \$89

YPFA16 Online 04/25 Mon 4:30p 4 - 1 hr

Introduction to French

The food, the culture, the architecture, the language. French is a musical, romantic language, it is also regarded as the most beautiful language in the world and spoken in over 55 countries. What a wonderful enriching, engaging experience to introduce your 5th or 6th grade student to the most widely used language in the world.

Tuition: \$99

YPFL10 Online 05/10 Tue, Thu 2p 6 - 1 hr

Introduction To The Arabic Language

This enrichment course is designed for 6th and 8th graders, and the course will be delivered in a encouraging, fun and engaging environment. Class will be taught online using Zoom. In this class, students will focus on the Arabic alphabets and introduce new sounds and pronunciation of the letters, greetings and common phrases. Class will meet twice a week, Tuesdays and Thursdays from 4:30pm to 5:30pm for three weeks. Class materials will be provided..

Tuition: \$99

YPFL14 Online 05/11 Wed, Fri 2p 6 - 1 hr

Guitar For Beginners

5th, 6th, 7th and 8th graders can learn to play the guitar in a small group setting (maximum 6 students). Learn basic finger placement, strumming techniques and chords. This will be a fun and rewarding experience for all. Bring a guitar to class. Loaner guitars are not available.

Tuition: \$129

YPMU09 Online 04/28 Thu 5p Staff 6 - 1 hr

Small Group Math Strengthening 4th Graders

Get the school year off to the right start! This small group math strengthening class will provide your 4th grader with a deeper understanding of the concepts and mathematical processes for success

Tuition: \$139

YPTP01 Online 04/05 Tue 4:30p El-Hakim 6 - 1.5 hr

Small Group Math Strengthening 5th Graders

Get the school year off to the right start! This small group math strengthening class will provide your 5th grader with a deeper understanding of the concepts and mathematical processes for success, Maximum 8 students per class.

Required text to purchase ISBN: 9781483808734

Tuition: \$139

YPTP04 Online 04/07 Thu 4:30p El-Hakim 6 - 1.5 hr

Youth Enrichment classes are added regularly. Visit www.apsva.us/yp for the latest course offerings.

English Classes for Adult Learners (ESL)



REEP Program

Arlington Education and Employment Program (REEP)
Syphax Education Center, 2110 Washington Blvd. #106
Arlington, Virginia 22204

(703) 228-4200 | reep@apsva.us | reep.apsva.us

New web address!



The Arlington Education and Employment Program (REEP) provides English classes to adults in Arlington, Virginia. REEP integrates language, U.S. culture, digital literacy, community involvement, and workforce preparation into all course instruction. Career development opportunities are also available in childcare and computer skills.

All classes are subject to change based on APS health and safety guidelines.

Intensive English Classes Beginning, Intermediate & Advanced Levels

Beginning, intermediate, and advanced levels of intensive English instruction, taught by trained and experienced ESL professionals. 10-week course.

April 19 - June 24

Morning: Monday-Friday, 9:00 a.m. - 12:00 noon (\$250**)

Evening: Monday-Thursday, 6:45 p.m. - 9:00 p.m. (\$170**)

English for Child Care Providers High-Intermediate & Advanced Levels

Students who register for an intensive English class can choose to study in the English for Child Care Providers course. This course meets one day a week. Students earn credits toward Level 1 of the Child Development Associate (CDA) certification.* Job coaching is included.

April 26 - June 21

Tuesdays, 9:00 a.m. - 12:00 p.m.

Cost: No added cost; must register for an intensive class

*Completion of Level 1 of the CDA normally takes 6 months.

Conversation & Pronunciation Classes Intermediate & Advanced Levels

The REEP Conversation Class works to improve students' fluency, accuracy and confidence in spoken English. 10-week course.

April 19 - June 23

Tuesday and Thursday, 1:00 p.m. - 3:00 p.m.

Cost: \$100**

English and Workplace Computer Skills Microsoft Office Specialist Certification Prep

A basic computer skills course for intermediate and advanced level English language learners. Students receive English language instruction and gain confidence using computers in English. Microsoft Office Specialist Certification exam and job coaching are included.

April 19 - June 24

Monday - Friday, 9:00 a.m. - 12:00 p.m.

Cost: \$250**.

Free Online Community English Classes

Free online non-intensive, beginning and intermediate level classes taught by trained volunteers. Visit reep.apsva.us/class-information/ for details.

Placement Exams

A placement exam is required for new students. The exam is free. Please contact us to schedule a test..

How to Get Started

- Visit reep.apsva.us and click on "Class Information" to learn more about the classes.
- Complete an *Interest Form*.
- We will contact you to schedule a test.

**Tuition is higher for students who do not live or work in Arlington, is subject to change, and includes a \$35.00 non-refundable testing and registration fee.

Some scholarships for intensive classes are available to Arlington residents through a lottery for qualified applicants. Scholarship recipients pay \$35.

Payment by debit or credit card only. No checks, money orders or cash.

Check us out online at www.apsva.us/acl or call us at (703) 228-7200

GED® (High School Equivalency Certificate)

The General Educational Development (GED) Program is designed for persons who were once enrolled in school, but who, for various reasons, did not complete the requirements for high school graduation.

ENGLISH GED PREPARATION OPTIONS

Classes help develop or refresh the skills necessary for successful completion of the GED test. Students are encouraged to take the GED test when their progress indicates their readiness.

Spring 2022 Class Schedule

New students to the program are required to take a placement assessment in Reading and Math. There is a \$5 placement fee. Choose an appointment on the following dates: 3/23 at 8:30am, 4/12 at 12:30pm, 4/19 at 5:30pm, 4/23 at 8:30am, 4/27 at 8:30am. Assessment takes approx. 2.5 to 3 hours. Register at www.apsva.us/ged

GED Preparation Level 4

Monday, Wednesday and Friday. A combination of traditional teacher led classes and individualized instruction is included. Course will cover all four subjects of the GED test.

8-week Mornings 9am - 11:30am Cost \$99

GE-015A Virtual 5/2 - 6/29 Joseph Mon./Wed./Fri.

8-week Evenings 6pm - 8:30pm Cost \$89

GE-015B Syphax Ctr. 108 5/2 - 6/29 Van Buren Mon./Wed.

GED Preparation Level 3

8-week program meeting Tuesdays and Thursdays from 6:00 p.m. to 8:30 p.m. A combination of traditional teacher led classes and individualized instruction. Course will concentrate on improving Writing, Reading and Math skills.

Cost: \$89

GE-014 Wakefield C-221 5/5 - 6/30 Gonzalez Tues./Thurs.

GED Preparation Level 2

8-week program meeting Tuesdays and Thursdays from 6:00 p.m. to 8:30 p.m. A combination of traditional teacher led classes and individualized instruction. Course will concentrate on improving Writing, Reading and Math skills.

Cost: \$89

GE-013 Wakefield C-223 5/5 - 6/30 Deliz Tues./Thurs.

Basic Math Class

8-week program meeting Tuesdays and Thursdays from 6:00 p.m. to 8:30 p.m. A combination of traditional teacher led classes and individualized instruction. Course will concentrate on basic Math skills.

Cost: \$89

GE-012 Wakefield C-221 5/2 - 6/29 Castellanos Mon./Wed.

Pre-GED Skill Builder Class

8-week program meeting Saturday mornings from 10:00 a.m. to 12:30 p.m. A combination of traditional teacher led classes and individualized instruction. Course will concentrate on Language Arts and basic Math skills.

Cost: \$69

GE-023 Virtual 4/30 - 6/25 Gonzalez Sat.

Virtual (Self-Paced) GED Preparation

This GED preparation course is designed for students who need the flexibility of studying on their own schedule. Online instruction is provided in math, science, social studies and language arts. Exam-taking tips, full-length practice exams and practice questions are included. It is recommended that students registering for this class have a high school level of reading and math skills. For more information regarding this class, please contact the GED Coordinator, Jerri Young at jerrilyn.young@apsva.us.

Cost: \$299 (Students will have access to the class for a total of six months)

GE-016 Online Start Anytime

GED EN ESPAÑOL - CURSO PREPARATORIO Y DE REPASO

Se ofrecen clases de repaso de las materias abajo indicadas, las que ayudarán a desarrollar la preparación necesaria para pasar el examen del GED, y obtener el Certificado de Equivalencia de Educación Secundaria otorgado por el Estado de Virginia.

Requisitos:

Haber completado la mayoría de los estudios secundarios o demostrar el conocimiento básicos de lectura, escritura y matemáticas.

Materias de Estudio:

Matemáticas (aritmética, álgebra, geometría), lectura y redacción y estudios sociales.

Lugares y Horario:

Wakefield High School

1325 South Dinwiddie St., Arlington, Va. 22206

Sala C-223, Lunes y miércoles de 7:00 p.m. a 9:00 p.m. Las clases empiezan el 2 de mayo y terminan el 29 de junio (8 semanas, no hay clases cuando hay un feriado). Matricula: \$89

Código: **GE-003** Downs/Ledgard

GED Graduation Date
Friday, June 10, 2022 - 7:00pm
Washington-Liberty H.S.



ENCORE LEARNING

Offering daytime non-credit college-level courses, clubs & special events for those 50+ in the metropolitan area

www.encorelearning.net

APS Parent
ACADEMY

Want to see what's available, Spring 2022?

Courses are posted online at

www.apsva.us/parentacademy

If you have questions or ideas, call the APS Department of School & Community Relations at 703-228-6005.

Arlington Community Learning

Things You Should Know

REGISTRATION: Please register early to avoid disappointment. Tuition may be paid by check (returned checks are subject to a fee), money order, or credit card. We accept Visa, MasterCard and Discover Card. Make checks payable to: Arlington Public Schools. Registration is complete once payment is received. Cash payments are not accepted. **You will not receive confirmation**, unless you register online, in which you will receive an email confirmation. You must register before attending class. Instructor may not receive payment.

All Arlington resident Adult Education students 62 years or older receive a discount on tuition.

REFUND POLICY: You will receive a full refund if class is canceled by Adult Education. Refund requests received before the first class are subject to a 10% service charge (minimum \$10.00). Refund/transfers before the second class (of a multiple session course) are subject to a 10% service charge, plus a prorated fee for each class held before receipt of request whether or not the participant attended. No refund/transfers after second class. No refund for single night class if you were unable to attend. No refund on material fee if student cancels 48 hours prior to class.

WEATHER RELATED CLOSINGS: Adult Education classes are canceled whenever Arlington Public Schools close for inclement weather. Closings are announced on the Arlington Public Schools' website at www.apsva.us and local radio and TV stations.

You can also call the weather hotline at 866-322-4277. When an announcement is made that there is a morning school delay (not closing), **all Arlington Adult Education classes will take place as regularly scheduled.** If class is canceled, classes that meet once are rescheduled for the next week, when possible. Classes that meet more than once will meet at the next scheduled session and students will receive makeup information in class.

Parking at Syphax Education Center

Parking at the Syphax Education Center is located in the parking garage, adjacent to the building. There is also street metered parking which is discounted during that day and free after 6pm, also free on the weekends. For evening classes, exit the parking garage on the lower level. Bicycle racks are available. Staff and student parking located at B1 and B2.

TEXTBOOKS: Students are responsible for purchasing their own textbooks for class. Textbooks are listed in the course description with the ISBN number. You may want to confirm that your class will run, prior to purchasing your textbook. All books can be purchased online, new or used.

ATTENTION: Arlington Public Schools prohibits discrimination on the basis of race, religion, gender, sexual orientation, national origin, age, disability, pregnancy or marital status. This policy provides equal access to courses and programs, counseling services, physical education and athletics, vocational education, instructional materials and extra-curricular activities. Report violations of this policy to the Assistant Superintendent for Administrative Services, 703-228-6008, or the Assistant Superintendent for Personnel, 703-228-6110.

*** The Arlington Community Learning provides partial scholarships to Arlington residents who qualify, call for more information. ***

OFFICE HOURS:
9am to 5pm Monday - Friday

HOLIDAYS AND CLOSINGS:
No classes will be held on:

Spring Break: April 11th through 15th
All schools are closed.

Eid al-Fitr: May 3rd
Memorial Day: May 30th

Arlington Community Newsletter

Be the first to know when our new catalog is coming out, when the new semester begins, when new classes are added, community concerts, special events and coupon codes.

Sign up by scanning here



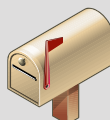
or add this url into your browser:
<http://eepurl.com/daGLkv>

Register Online



www.apsva.us/acl

Mail it in!



2110 Washington Blvd. #106
Arlington, VA 22204

Call it in!



703-228-7200

Walk it in!



Same as our
Mailing address

Class Registration Form

Please fill out completely. Registration is complete upon processing of this form. Indicate second student on separate form. If mailing, make check/money order payable to Arlington Public Schools. Cut and mail with tuition to Adult Education Program, 2110 Washington Blvd. #106, Arlington, VA 22204.

Confirmation will be sent, only upon request. Report to class unless otherwise advised.

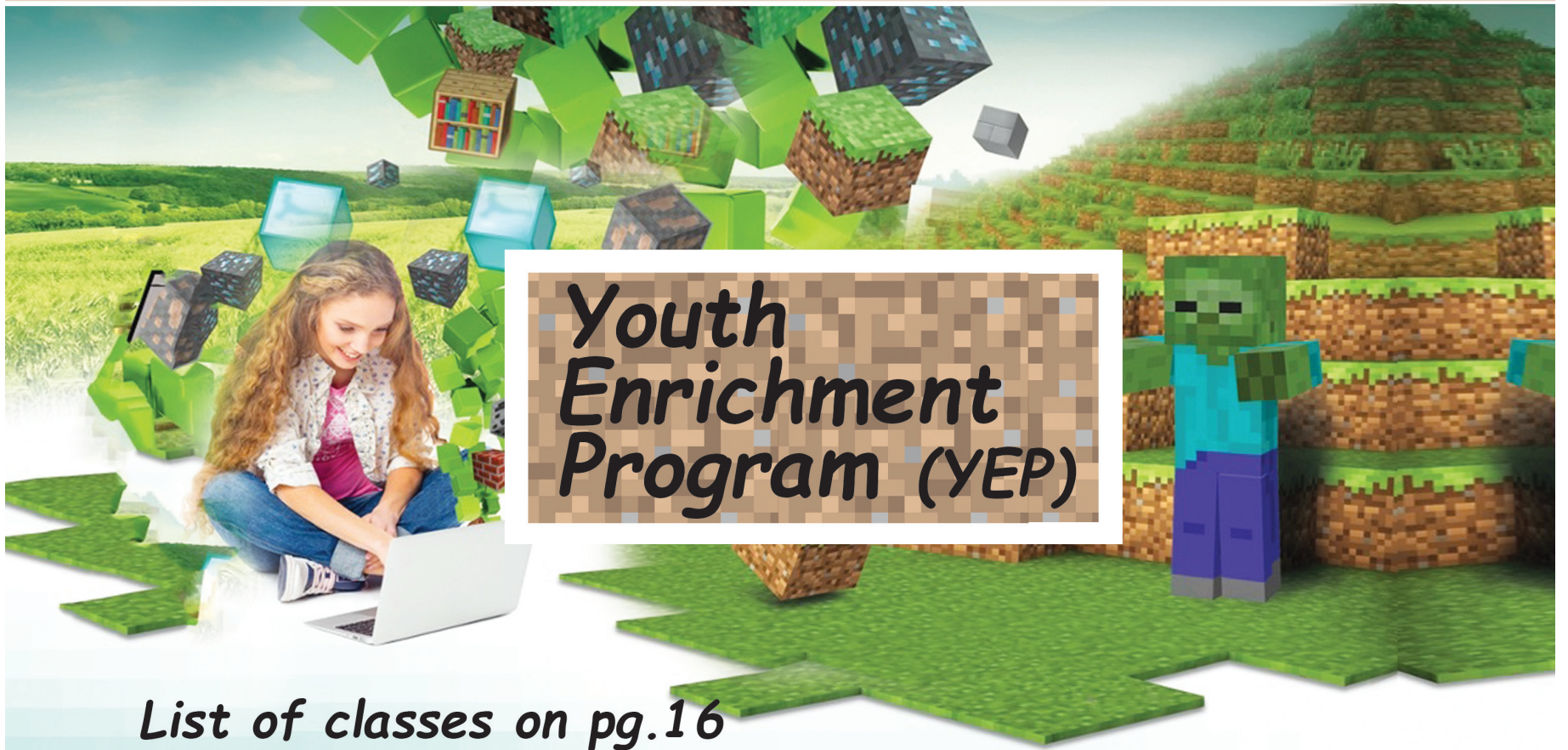
Last Name			First	Middle	Male <input type="checkbox"/>	Senior 62+ <input type="checkbox"/>					
					Female <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>					
Local Address (street, city, state & zip)						Daytime Telephone					
Email:						Evening Telephone					
Credit Card Information			<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Discover	Donation to JGMS (see website for details)					
CC # _____			Exp. Date _____		Security Code _____						
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Registration Card Arlington Adult Education Program www.apsva.us/acl			Tuition Paid _____		<input type="checkbox"/> Charge						
			Date Paid _____		<input type="checkbox"/> Check						
Internal Use:											

Arlington Public Schools
Career, Technical, and Adult Education
2110 Washington Blvd.
Arlington, Virginia 22204

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Permit No. 1174

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Postal Customer
or Current Resident



List of classes on pg.16

Register online at www.apsva.us/acl

Tel: 703-228-7200



Sign up for our e-Newsletter and be the first to know about upcoming catalogs, new classes, discounts, concerts & more!



Arlington
Public
Schools