



Fall 2023
Spice things up. FALL into class!



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Don't miss out on new classes and ALC news. Follow us and stay connected!



@ALC_VB



@ALCVBSchools



@alc_vbcps

ALC Office Hours

8:00 AM-3:30 PM, Monday through Friday
 6:00 PM-8:00 PM, Monday through Thursday
 Limited evening hours and closed on Fridays during
 July and August. Please call before visiting.

Location

5100 Cleveland Street
 Virginia Beach, VA 23462

Phone

757-648-6050

Information for All Students

The ALC does not conduct business transactions, including registration, over the phone.

Accepted forms of payment are Discover, Mastercard, Visa, cash (no bills over \$50), and money order.

ALC courses and programs are open to adults 18 and older who are not enrolled in public or private high school.

Classes will not be held on these dates: September 1, September 4, November 7, November 10, November 22 - 24, December 21 - January 1, and January 15.

School closings and delays for Virginia Beach City Public Schools including ALC classes will be announced on radio, TV, and online at vbschools.com or you can call 757-263-1000.

Information for Community Education Students Only

Financial aid may be available through Virginia Career Works Norfolk Center for selected programs. Look for **Approved by Hampton Roads Workforce Council (HRWC)**. Call 757-461-7537 or visit <http://www.vcwhampton-roads.org/virginia-career-works-hampton-roads-2/> for eligibility information. HRWC funding may be subject to change.

Senior discount on select courses are for people aged 60 plus. To qualify for the discount include your birth date on your registration form.

Course prerequisites are listed for some Community Education courses. Courses without a prerequisite listed have no special requirement.

Course registration confirmation may contain additional information about your course and is mailed to you.

Waiting lists are created when a class fills. If we receive your registration after class fills, we will contact you to offer other dates or a place on the waiting list.

Course completion certificate is available upon request for pick up at the ALC or delivery by email. Allow two weeks for processing.

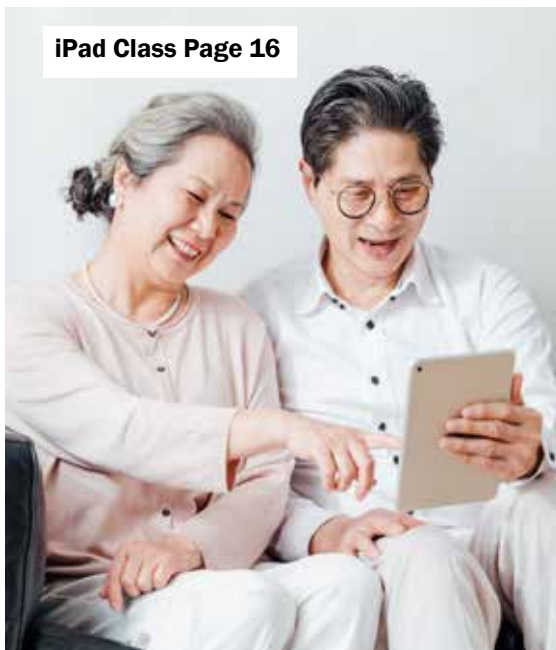
Continuing Education Unit (CEU) through Old Dominion University and **Continuing Professional Education (CPE)** are available upon request for a fee.

Refund Policies

Course cancellation occurs when there is insufficient enrollment to hold the course. You will be notified by phone or email and offered another section or issued a full refund. Be sure to include your email address and a local phone number on your registration form.

Withdrawals and transfers initiated by the student will be assessed a \$15 processing fee. Withdrawals must be submitted in writing five days before the class start date to be eligible for refund. Allow two weeks for processing. No refunds are issued once class has started or if you fail to attend class.

iPad Class Page 16



Register for Community Education Courses—Four Easy Ways!

1. Online with a credit card at alc.vbschools.com
2. Visit the ALC office during the office hours listed above with cash, check, Discover, MasterCard or Visa. Please call 757-648-6050 before visiting.
3. Mail registration and check or credit card information with 3-digit security code to ALC, Attention: Registrar.
4. Fax registration and credit card information with 3-digit security code to the ALC at 757-648-6078.

LICENSED PRACTICAL NURSING (LPN) Adult Estimated Cost: \$7,000.00

Compare us to others!

VB School of Practical Nursing program was selected as #1 LPN in Virginia by: [NursingSchoolsAlmanac.com](https://nursingschoolsalmanac.com), [NursingProcess.org](https://nursingprocess.org), and [PracticalNursing.org](https://practicalnursing.org).

We think you will agree, a high-quality education from the Virginia Beach School of Practical Nursing program which boasts a 100% pass rate for the past 12 years (2011-2023), is one of the most affordable LPN programs in Hampton Roads!

You will learn in state of the art labs and on-site clinicals for real hands-on clinical experiences.

Successful graduates of the Practical Nursing program receive a certificate of completion in practical nursing and are eligible to apply to the Virginia Board of Nursing in order to take the National Council Licensure Examination for Practical Nurses.



This is an 18-month program; open to high school seniors and adults. Day classes are held at the Virginia Beach Career and Technical Education Center, 2925 North Landing Road, Virginia Beach, VA.

Adult Application Process for Fall Class of September 2024:

- Step 1: Applications begin January 8, 2024: Pick up a nursing program catalog and application at the Virginia Beach School of Practical Nursing, the Adult Learning Center, or online at <https://techcenter.vbschools.com/school/programs-of-study1/licensed-practical-nursing>
- Step 2: The application deadline is May 6, 2024 by 3:00 PM. Submit application and required documentation to the Virginia Beach School of Practical Nursing, 2925 North Landing Road, Virginia Beach, VA 23456.
- Step 3: Take the ATI TEAS test either remotely or at a testing center. Cost varies and is the applicant's responsibility.

Please Note: High school students, call 757-648-5889 for application information.

QUESTIONS ABOUT THE LPN PROGRAM? CALL 757-648-5889

VBSPN is approved by Virginia Board of Nursing through 2031. Contact Virginia Board of Nursing, Perimeter Center, 9960 Mayland Drive, Suite 300, Henrico, Virginia 23233-1463. Phone number: (804) 367-4515 or via <https://www.dhp.virginia.gov/Boards/Nursing/>

VBSPN is certified to operate from the State Council of Higher Education for Virginia (SCHEV) to offer LPN certification in the Commonwealth of Virginia, through the Virginia Beach City Public School System through Fall of 2023. Contact: State Council of Higher Education (SCHEV) for Virginia, 101 N. 14th St., 10th Floor, James Monroe Building, Richmond, VA 23219. Phone number: (804) 225-2600 or via <https://www.schev.edu/>

VBSPN is accredited by Accreditation Commission for Education in Nursing through fall 2029. Contact: Accreditation Commission for Education in Nursing, 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326. Phone number: (404) 975-5000 or via <https://www.acenursing.org/>

If student meets eligibility requirements, financial aid will accept Pell Grants, VA and MyCAA. VBSPN does not offer student education loans. Information regarding fees, entrance requirements, school policies and regulations is subject to change as need dictates.

ONLINE HEALTHCARE COURSES THROUGH HEALTH ED TODAY!

These online courses are highly interactive and provide students with an enriched learning experience. Each course includes 24-hour-a-day instructor support, course mentors, engaging labs, student exercises, videos, all textbooks, workbooks and student materials. Clinical externship opportunities and national or state certification are available for select programs. Students will find all the resources they need to succeed, including career building exercises, résumé writing tips, career mentors, interview techniques, and other skills training on a secure student website.

Clinical Medical Assistant—Tuition \$2,599

Dental Assisting—Tuition \$1,399

Dialysis Technician—Tuition \$1,399

EKG Technician—Tuition \$1,299

Electronic Health Records Mgmt—Tuition \$1,299

Medical Administrative Assistant—Tuition \$1,199

Medical Billing & Coding—Tuition \$1,899

Medical Coding ICD-10—Tuition \$1,599

Medical Terminology—Tuition \$699

Pharmacy Technician—Tuition \$1,399

Phlebotomy Technician—Tuition \$1,799

Veterinary Assistant—Tuition \$1,899

QUESTIONS ABOUT HEALTH ED TODAY? CALL TOLL FREE 1-888-963-5967

To try a course demo and learn more about these exciting programs visit:

<http://www.healthEdtoday.com/AdultLearning>

Health Ed Today courses were developed through a partnership with leading education organizations including Pearson Education, E-College and Condensed Curriculum International.



Online Industry Certifications

- Administrative Professional with Microsoft Office 2016 Master
- Administrative Professional with Microsoft Office Specialist 2016
- CBCS Administrative Medical Specialist with Medical Billing and Coding
- CBCS Medical Billing and Coding
- CompTIA Security+ Certification Training: A+, Network+, Security+
- CompTIA A+ Certification Training
- NASM Certified Personal Trainer and Exam Prep
- OMCA Email Marketing Associate
- OMCP Search Marketing Professional
- Paralegal
- Pharmacy Technician

Online Cyber Security Programs

- CompTIA Certification Training
- Certified Information Systems Security Professional (CISSP)
- Certified Information Security Manager (CISM)
- Systems Security Certified Practitioner (SSCP)
- CompTIA Certification Training: A+, Network+, Security+
- CompTIA IT Fundamentals
- CompTIA Linux+
- CompTIA Advanced Security Practitioner (CASP)
- CompTIA Project+
- Information Security Training
- CompTIA Network+ Certification Training
- Certified Information Systems Auditor (CISA)
- Certified Ethical Hacker

Prepare for Industry Certification Online!

Programs run from 6 to 18 months and cost from \$400 to \$4000. To enroll or learn more, call us at (757) 648-6050 or visit careertraining.ed2go.com/vbalc/

Learn About Our Exciting Healthcare Programs!

Affordable Classes

Externships

Day/Evening Sessions

Online Programs

Medical Career Information Session at ALC

Thursday, September 7, 2023, 6:00 PM to 7:00 PM, 5100 Cleveland Street, Virginia Beach

Register for the Medical Information Session by calling 757-648-6050

Prerequisites—for All Medical Career Training Programs

1. 18 years or older
2. Fluent in English: speaking, listening, reading, and writing
3. Possess a high school diploma or G E D ® certificate, or a translated transcript and equivalency if you did not attend high school in the United States
4. No illegal drug use
5. No barrier crimes or felonies on background check
6. Proof of United States residency or citizenship (green card or American passport)
7. Good physical health including the ability to lift and carry up to 15 pounds, reach, and stand and walk for extended periods of time

Clinical Externships—Included in Some Programs

To be eligible for a clinical externship, students must successfully complete the program, submit to a thorough FBI background check, drug screening, immunizations and meet other requirements. Externships are arranged through the course instructor.

PLEASE NOTE: The background check, drug screening fees, and immunizations are not included in your tuition cost and will vary depending on the testing location.

PHARMACY TECHNICIAN

\$1399 84 classroom hours + 80-hour externship

This comprehensive 84-hour program will prepare students to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's P.T.C.B. exam. Course content includes: pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions, and defining drugs by generic and brand names. Through classroom lecture and hands-on labs, students will review dosage calculations, drug classifications, the "top 200 drugs," I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parenteral nutrition (T.P.N.), dispensing of prescriptions, inventory control, and billing and reimbursement. **PLEASE NOTE:** To be eligible for the externship, students must successfully complete the 80-hour program, submit to a thorough F.B.I. background check, drug screening, immunizations, and meet other requirements.

Staff

24 classes @ 3.5 hours each at Adult Learning Center

3505 (01), Sep 18 to Nov 13, 9:00 AM-12:30 PM,

Monday, Tuesday & Thursday

3505 (02), Oct 2 to Nov 30, 6:00 PM-9:30 PM,

Monday, Tuesday & Thursday

STERILE PROCESSING TECHNICIAN

\$1995 84 classroom hours

Sterile Processing Technicians perform and participate in decontamination, cleaning, assembling, packing, scanning, sterilization, storage and distribution of reusable surgical instrumentation and equipment. These technicians play a critical role in preventing infection by sterilizing, cleaning, processing, assembling, storing, and distributing medical supplies. The central service department of a health care facility is the hub of all activity surrounding supplies and equipment needed for surgery and patient care. **PLEASE NOTE:** This program prepares qualified students to sit for the Certified Sterile Processing and Distribution Technician (CSPDT) exam from the Certification Board for Sterile Processing and Distribution (CBSPD).

Staff

24 classes @ 3.5 hours each at Adult Learning Center

3523 (01), Sep 5 to Nov 30, 6:00 PM-9:30 PM,

Tuesday & Thursday

The Adult Learning Center partners with the Hampton Roads Workforce Council.

Financial aid may be available through Virginia Career Works Norfolk Center for selected programs. Look for

Approved by Hampton Roads Workforce Council

(HRWC). For eligibility info call 757-461-7537 or

<http://www.vcwhamptonroads.org/virginia-career-works-hampton-roads-2/>

HRWC funding may be subject to change.



Funded by the Workforce Innovation and Opportunity Act through the Hampton Roads Workforce Council.

Need more Medical Career Training info?

Call 757-648-6050 extension 64608

MEDICAL BILLING & CODING

\$1899 84 classroom hours

This combined 84-hour billing and coding course offers the skills needed to solve insurance billing problems, how to manually file claims (using the CPT and ICD-10 manual), complete common insurance forms, trace delinquent claims, appeal denied claims, and use generic forms to streamline billing procedures. The course covers the following areas: CPT (Introduction, Guidelines, Evaluation, and Management), specialty fields (such as surgery, radiology, and laboratory), ICD-10 (Introduction and Guidelines), and basic claims processes for medical insurance and third party reimbursements. Students will learn how to find the service and codes using manuals (CPT, ICD-10, and HCPCS). **PLEASE NOTE:** AFTER OBTAINING THE PRACTICAL WORK EXPERIENCE (6 MONTHS TO 2 YEARS) students who complete this course could be qualified to sit for the American Academy of Professional Coders (AAPC) Certified Coding Associate (CCA) exam and/or other National Certification Exams.

Staff

24 classes @ 3.5 hours each at Adult Learning Center
3525 (01), Sep 18 to Nov 13, 6:00 PM-9:30 PM,
Monday, Tuesday & Thursday

MEDICAL ADMINISTRATIVE ASSISTANT

\$1199 50 classroom hours + 80 hour externship

Approved by Hampton Roads Workforce Council (HRWC)
HRWC funding may be subject to change

This 50-hour course prepares students to function effectively in many of the administrative and clerical positions in the health care industry. Medical Administrative Assistants, Medical Secretaries, and Medical Records Clerks are all positions in great demand. This program covers important background information on the medical assisting profession and interpersonal skills, medical ethics and law, medical terminology, basics of insurance billing and coding, telephone techniques, scheduling appointments, medical records management, and management of practice finances. This program is intended to provide students with a well-rounded introduction to medical administration so that a student can gain the necessary skills required to obtain a medical administrative assistant position in the health care field. **PLEASE NOTE:** This program meets the necessary requirements to take the National Healthcareer Association (N.H.A.) Certified Medical Administrative Assistant (CMAA) exam. To be eligible for the externship, students must successfully complete the 52-hour program, submit to a thorough FBI background check, drug screening, immunizations and meet other requirements.

Staff

15 classes @ 3.5 hours each at Adult Learning Center
3520 (01), Oct 23 to Dec 14, 6:00 PM-9:30 PM,
Monday & Thursday

EKG TECHNICIAN

\$1199 50 classroom hours

This comprehensive 50-hour EKG Technician Certification Program prepares students to function as EKG Technicians and to take the ASPT-Electrocardiograph (EKG) Technician exam and other National Certification Exams. This course will include important practice and background information on anatomy and physiology of the heart, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, electrocardiography, and stress testing. Additionally, students will practice with EKG equipment and perform hands-on labs including introduction to the function and proper use of the EKG machine, the normal anatomy of the chest wall for proper lead placement, 12-lead placement and other clinical practices. **PLEASE NOTE:** After the successful completion of this program, students will be prepared to sit for the Certified EKG Technician (CET) exam.

Staff

15 classes @ 3.5 hours each at Adult Learning Center
3517 (01), Oct 17 to Dec 12, 12:30 PM-4:00 PM,
Tuesday & Thursday

CLINICAL MEDICAL ASSISTANT

\$2599 140 classroom hours + 160 hour externship

Approved by Hampton Roads Workforce Council (HRWC)
HRWC funding may be subject to change

This program is intended for students who want to prepare for an exciting, challenging and rewarding career in healthcare. Students will train to assist physicians by performing functions related to the clinical responsibilities of a medical office. Instruction includes among other things preparing patients for examination and treatment, routine laboratory procedures, diagnostic testing, technical aspects of phlebotomy and the cardiac life cycle. Students will review important topics including phlebotomy, pharmacology, the proper administration of medications, taking and documenting vital signs, cardiology including proper lead placements, professional workplace behavior, ethics and the legal aspects of healthcare. This program includes 140 hours of classroom lecture and hands-on labs and a clinical externship opportunity at a local healthcare provider.

PLEASE NOTE: Upon successful completion of this program students are eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CMAA) national examination. To be eligible for the clinical rotation, students must successfully complete the 140-hour program, submit to a thorough FBI background check, drug screening, and meet other requirements.

Staff

40 classes @ 3.5 hours each at Adult Learning Center
3536 (01), Sep 25 to Jan 18, 9:00 AM-12:30 PM,
Monday, Tuesday & Thursday
3536 (02), Sep 11 to Dec 14, 6:00 PM-9:30 PM,
Monday, Tuesday & Thursday

CPR (HEALTHCARE PROVIDER) \$114

This 2-year certification in Basic Life Support (BLS) for Healthcare Providers includes Adult, Child, and Infant CPR and AED. BLS certification is required for many professionals, including personal trainers, nurses, and emergency medical personnel. A.H.A. book included.

Staff

1 class @ 4 hours at Adult Learning Center

3537 (01), Oct 13, 12:30 PM-4:30 PM, Friday

3537 (02), Nov 17, 12:30 PM-4:30 PM, Friday

FIRST AID \$104

This First Aid 2-year certification course teaches critical skills needed to respond to and manage an emergency in the first few minutes until emergency medical services (EMS) arrive. Learn how to treat bleeding, sprains, broken bones, shock, and respond to other first aid emergencies. You will receive a completion card valid for two years. A.H.A. book included.

Staff

1 class @ 2.5 hours at Adult Learning Center

3538 (01), Oct 13, 9:00 AM-11:30 AM, Friday

3538 (02), Nov 17, 9:00 AM-11:30 AM, Friday

BLOODBORNE PATHOGENS CERTIFICATION \$55

This Bloodborne Pathogens 1-year certification is designed to meet Occupational Safety and Health Administration (OSHA) requirements for personnel in manufacturing, hospitality, health and fitness, childcare, security, and other industries where this training is required. A.H.A. book included.

Staff

1 class @ 1 hour at Adult Learning Center

3539 (01), Oct 13, 8:00 AM-9:00 AM, Friday

3539 (02), Nov 17, 8:00 AM-9:00 AM, Friday

MANDATORY PREREGISTRATION REQUIREMENTS FOR CERTIFIED NURSE AIDE & PHLEBOTOMY TECH

1. Before registering you must call Tidewater Medical Training at 757-320-1780, extension 1. Allow 15 minutes to complete the phone interview and to discuss any questions you may have.
2. You must have a Purified Protein Derivative (P.P.D.) test (Tuberculosis test) or screening completed within 6 months of class start date.

NEW! PHLEBOTOMY TECH TRAINING

\$1520

70 classroom hours (35 online, 35 classroom/lab)

This course facilitates entry level training for Phlebotomy Technicians or those seeking the medical training necessary to pursue the knowledge and skills necessary to perform in a medical laboratory environment.

Through this training, students will gain the confidence and knowledge needed in the art of obtaining blood samples through repeated venipuncture, hands-on practice and instructor feed-back. Students are provided instruction on collecting, transporting, and processing of blood specimens, communication, medical terminology, safety and precautions for blood specimen collection, factors that may affect specimen collection, quality control, professional behaviorism, inflectional control and the legal aspects for the phlebotomy practice. **PREREQUISITE:** Please refer to mandatory preregistration requirements above. **PLEASE NOTE:** Students must wear a white uniform, white shoes, and a watch with a second hand.

Staff

14 classes @ 5 hours each,

3550 (01), Sep 5 to Oct 19, 9:00 AM-2:00 PM, Tuesday &

Thursday

ALL classes are held at Tidewater Medical Training,

1300 Diamond Springs Rd, Suite 102, Virginia Beach VA, 23455.

CERTIFIED NURSE AIDE

\$1235 95 classroom hours + 40-hour externship

Approved by Hampton Roads Workforce Council (HRWC)

HRWC funding may be subject to change

This nursing fundamentals course prepares the student to assess and provide for the basic physical and emotional needs of clients in all areas of healthcare and prepares the student for the State Certification Examination to become a Certified Nursing Assistant. The clinical portion of the program is an opportunity for students to competently and safely transfer classroom theory into practice with instructor guidance and supervision. This course is required by the Virginia State Board of Nursing for Certified Nursing Assistants. **PREREQUISITE:** Please refer to mandatory preregistration requirements above.

PLEASE NOTE: Students must wear a white uniform, white shoes, and a watch with a second hand. 40-hour clinical externship starts when classroom hours end.

Staff

21 classes @ 4.5 hours each,

3548 (01), Oct 13 to Dec 1, 7:00 AM-3:00 PM, Monday through Friday

ALL classes are held at Tidewater Medical Training,

1300 Diamond Springs Rd, Suite 102, Virginia Beach VA, 23455.



Adult Learning Center,
5100 Cleveland St.
Virginia Beach, VA 23462



Attention: Free Healthcare Training!

We are seeking out-of-school youth between the ages of 18 and 24 who would like a career in the healthcare field.

The Foundations Transition Program **pays for** the following training:

- **Clinical Medical Assistant (\$2599)**
- **Medical Administrative Assistant (\$1199)**
- **Patient Care Technician (\$3148)**
- **Monitor Surveillance (\$3175)**



Participants must:

- have high school diploma or G E D®
- achieve TABE score requirements
- pass background and drug tests
- provide proof of U.S. residency or right to work
- participate in a paid externship
- be fluent in English (reading, writing, & speaking)
- be in good physical health

Additionally, participants must have one of the following barriers:

- pregnant or a parent
- homeless
- runaway
- disability, foster care recipient
- low income (SNAP, TANF, SSI, or federal poverty guidelines)
- or live in a high poverty area



**For more information, please contact Lisa Belcher
at (757) 648-6066 or Lisa.Belcher@vbschools.com**



The Foundations Transition Program is an Equal Opportunity employer/program. Auxiliary aids and services available upon request to individuals with disabilities. VA Relay 7 1 1.

The Foundations Transition Program is funded 100% through WIOA Title I funds via an award made to School Board of the City of Virginia Beach via HRWC via pass through entity VCCS.



NEW! EVERYDAY PROJECT MANAGEMENT
\$78

This course will provide an introduction to the foundational concepts of Project Management in any industry, even those that can apply to your day to day personal endeavors. Learn the principles behind Plan, Do, Check and Act to prepare yourself for successful Project Management. It is truly very simple. **PREREQUISITE:** Basic computer skills, preferably Excel or MS Word.

Lew

2 classes @ 4 hours each at Adult Learning Center
2301 (01), Oct 7 and Oct 21, 9:00 AM-1:00 PM, Saturday

NEW! VOICE-OVERS...NOW IS YOUR TIME!
\$35

In what could be the most enlightening 2 1/2 hours you've ever spent, this class will show you how you can actually begin using your speaking voice for commercials, films, videos, and more. Most people go about it the wrong way. In this introductory class, you will learn about a unique, outside the box way to break into this creative, fulfilling and potentially lucrative industry. Voice-overs can be managed on your own terms, on your own turf, in your own time and with minimal overhead! Whether you choose to pursue voice-overs part-time or full-time, this could be the game changer you've been looking for.

Such A Voice Staff

1 class @ 2.5 hours at Adult Learning Center
2305 (01), Oct 7, 10:00 AM-12:30 PM, Saturday

Join our team! Teach at the ALC!

Share your passion and expertise. We are always in search of talented instructors with varied backgrounds and experiences to design new courses that are timely, beneficial, and fun.

Browse our catalog and see where you fit into our family as an ALC Community Education instructor.

Inspire someone to begin a new career, a new hobby or learn a new language.

Please call 757-648-6063 for more information.

Offering quality education to Hampton Roads for over 50 years.



Personal Trainer Certification

NATIONAL CERTIFICATION THROUGH WORLD INSTRUCTOR TRAINING SCHOOLS (WITS)

\$799 36 hours + 30-hour internship

For more information visit www.witseducation.com

WITS Certified Personal Trainer is NCCA Accredited.

Get all the important information needed to start an exciting fitness career as a Certified Personal Trainer! The certification course will teach you all of the essentials to be a successful fitness trainer.

The course includes the following:

- the **ONLY IN-PERSON** hands-on practical skill labs in the fitness industry. In the **practical skill labs** you will learn each week in the gym by role-playing and completing essential job tasks. You will be able to design and lead assessment testing of clients', stretching regimens, Cardio warm ups/cool downs with a purpose, exercise analysis for implementing free weight, exercise tubing, machines, and body weight exercises for clients' needs and abilities.
- the virtual "LIVE" lectures on core knowledge are led by our 5-star veteran instructors each week at a set time. Topics will cover 15 hours on anatomy, exercise physiology, kinesiology, biomechanics, nutrition, and more.
- the class is NCCA Accredited program which employers desire to work in the field.
- optional 3 college credits towards a degree through the American Council on Education. Transcripts provided as needed from ACE.
- the program includes the national test voucher (\$450 value) to use at the end of the course.
- a 30-hour bonus employer internship (Level 2 Certification) helps walk you into jobs with local employers.

Required textbook (sold separately): *Fitness Professional's Handbook, 7th Edition*. Howley, Edward T. and Thompson, Dixie L. 2017 Publisher: Human Kinetics, Champaign, IL. The ebook costs \$74 and the hardcover costs \$99. Shipping is \$15.95. Textbook is not available for purchase at the ALC, student must purchase book on their own.

Please contact WITS for more details. www.witseducation.com

12 classes @ 3 hours each, WITS Staff

2330 (01), Oct 3 to Nov 4, 6:00 PM to 9:00 PM on Tuesdays & 12:00 PM-3:00 PM on Saturdays

Tuesday classes will be held VIRTUALLY (online). Saturday classes will be held at a location to be determined.

Discover Personal Training, Mastering Practical Skills & Jobs!

Wednesday, September 13, 2023, 6:30 PM - 7:15 PM EDT

WITS is the Practical Skills Course YOU need to lead. Meet some of our amazing teachers, employers and alumni on **WHY WITS** is the course and certification for your new career. **Why a career in personal training? How do in-person practical skills set you apart in the job market?** Learn all the essential information to be successful in the fitness industry. The WITS program is Accredited through NCCA which is the #1 requirement of most employers. Bring all your questions and be ready to have a fun interactive exchange with employers and past graduates who now work in the field.

Register online at <https://attendee.gotowebinar.com/register/5653207634611429461>. After registering, you will receive a confirmation email containing information about joining the webinar. Visit www.witseducation.com or call 757-428-4796 for more details.

NEW! Health Coach Certification

\$499 9 classroom hours

For more information visit www.witseducation.com

This class will help you develop the skills to be more effective as a personal trainer, and most importantly, to help your clients achieve their fitness and lifestyle goals. This interactive course includes 9 hours of instruction and testing and will teach you the skills of successful coaching. It will allow you to practice and build confidence in your coaching relationships. In order to successfully complete this certification course and receive 12 CECs, you must participate in all activities, complete homework assignments, and pass your final written exam with at least a 70% score.

PREREQUISITES: Preferred fitness experience or certification in the field. **PLEASE NOTE:** Call WITS at 757-428-4796 for any questions you may have.

WITS Staff

3 classes @ 3 hours each—VIRTUAL

2334 (01), Oct 12 to Oct 26, 6:00 PM-9:00 PM, Thursday

Fitness grads—do you need to renew one or more of your certifications?

Try an ONLINE CEC workshop today.

Register for courses through this link: <https://www.witseducation.com/fit/store-shop/vbalc-course-registration/>

GROUP FITNESS CERTIFICATION COURSE HYBRID (Virtual lectures + In-person practical skills labs)

\$650 Written and practical test vouchers are included

2 Certification Levels—One Price

Level 1. Pass both Written & Practical Skills Exams

Level 2. Be a Level 1 CPT & Complete 30 Hour Internship

This 5-module hybrid certification is like no other in the fitness industry. The online virtual lectures are with a top teacher in the field to break down all of the key information to understand exercising and body reactions. Lectures will cover the essentials of group exercise history, music, choreography, safety techniques, as well as basic applied science specifically relating to group strength, cardiovascular, muscular, and flexibility. The in-person practical labs will help you to develop skills for leading any group in an exciting safe routine. The practical labs will expand into skill development for functional training, sports conditioning, circuit, boot camp, dance, step, kickboxing and equipment-based class techniques. A mind-body overview in Yoga & Pilates will cap it off so you can incorporate this knowledge into sections of your classes.

Summary:

15 hours of lecture – 3 hours virtually each week for 5 weeks

15 hours of practical skill labs – 3 hours each week for 5 weeks at a fitness center

1 Written exam – 2 hours

1 Practical skill exam – 30 minutes at a fitness center

Textbook: Yoke, M. and Armbruster, Y. 2019. *Methods of Group Exercise Instruction*. 4th Edition. Human Kinetics, Champaign, IL.

FITNESS MANAGEMENT CERTIFICATION

\$375 – Includes online exam for national certification

This certification course prepares students to practice at the management level in the field of fitness. The course topics include history, membership sales and retention, business skills, managing staff, operational practices, facilities and equipment, budgeting and finance, and other important topics relevant to successful management of a large or small facility. Students who successfully complete the online classroom education and exam will receive their nationally recognized W.I.T.S. Fitness Management Certification.

Textbook: Tharrett, S. and Peterson, J. (2012). *Fitness Management* (3rd ed.). Human Kinetics, Champaign, IL

MEDICAL FITNESS SPECIALIST FITNESS HYBRID (Virtual Lectures + In-person Skill Labs)

\$825 Written and practical test vouchers are included

This 30-hour certification is an advanced certification for fitness professionals and other types of health occupations. If you are ready to take the next step in your career and offer safe new services to a wide variety of clients, then this program will prepare you to succeed. You will learn in this challenging exercise course the core essentials of helping clients with specialized chronic illness. You will be able to practically apply the knowledge in programming safe and effective workouts. Nothing is more rewarding than working with the medical community to do great things for people with special medical issues. This MFS Level 1 Certification includes a written core exam and a practical case scenario exam to demonstrate operational safe and effective competency.

Summary

15 hours of lecture – 3 hours virtually each week for 5 weeks

15 hours of practical skill labs – 3 hours each week for 5 weeks at a fitness center

1 Written exam – 2 hours

1 Practical skill exam – 30 minutes at a fitness center

Textbook: Moore, G., Durstine, J. Larry, Painter, P. 2016. *ACSM's Exercise Management for Persons with Chronic Diseases and Disabilities-4th Edition*, American College of Sports Medicine

SENIOR FITNESS SPECIALIST HYBRID (Virtual Lectures + In-person skill labs)

\$499 – Includes online exam for national certification

2 Certification Levels

Level 1. Written Exam & practical skills exam

Level 2. Be a Level 1 CPT & Complete the 20 Hour Internship

Get the training and education you need to serve the fastest growing fitness population in the US. This course includes 9 hours of virtual lectures and 9 hours of in-person practical skill training. As a bonus the course comes with online access to our Gold course and the test vouchers (\$250 value) at any of our college approved sites. Passing both exams will award you a Level 1 Senior Fitness Specialist Certification. This unique specialist certification provides you with the specific knowledge and practical skills you will need for working with older adult clientele. Learn what common ailments and physical conditions are germane to this special population and how to design age appropriate, fun and functional exercise programs.

Summary

3 - 3 hour lectures each week

3 - 3 hour practical skill labs at a fitness center

1 Written exam, 90 minutes

1 Practical skill exam, 30 minutes

Textbook: Rose, D. (2019). *Physical Activity Instruction of Older Adults* (2nd ed.). Human Kinetics, Champaign, IL

Register online today!

alc.vbschools.com

Avoid the disappointment of a canceled class—register early.



Business & Marketing

NEW! ETSY 101: BUILDING A SUCCESSFUL ETSY SHOP \$94

If you are looking to share your talents and expand your sales, this is the class for you. Learn how to create and run a fully functional Etsy shop. This class will cover the necessary paperwork needed before opening your Etsy business, instructions on how to open a shop, an overview of the Etsy Seller Dashboard, creating listings and photos, increasing visibility using SEOs, and how to market successfully. Now is the time. Get ready to increase your holiday sales.

Hazley

5 classes @ 2 hours each at Adult Learning Center

2245 (01), Oct 2 to Oct 16, 6:00 PM-8:00 PM,

Monday & Wednesday

2245 (02), Jan 9 to Jan 23, 6:00PM-8:00PM

Tuesday & Thursday

NEW! VIDEO MARKETING: SELL YOUR PRODUCTS, SERVICES & IDEAS

\$97 Senior Price \$74

How would you like to make money 24/7 from the videos you create? Social media expert, Ed Sykes, will show you how to make videos that get leads, sell your products and services, and make you money! You will also learn the best low-cost video producing tools that produce great videos. You will learn the secrets to driving traffic to your organization through video, the elements of a great video, how to use secret tools to get your prospects to act, and how to convert viewers into customers. **PLEASE NOTE:** A \$30 course manual is available for purchase from the instructor (recommended, not required).

Sykes

4 classes @ 2.5 hours each at Adult Learning Center

2212 (01), Sep 11 to Sep 20, 6:30 PM-9:00 PM,

Monday & Wednesday

2212 (02), Jan 9 to Jan 18, 6:30 PM-9:00 PM,

Tuesday & Thursday

Register online today!

alc.vbschools.com

NEW! SHARPENING YOUR PERSONAL BRAND

\$61 Senior Price \$47

A cornerstone of anyone's career is "Personal Branding". This course aims to create a learning environment that will enable you to gain insight and the skills needed to fulfill life-long learning and personal development through "know-how" techniques to help create your own **IT FACTOR**. You will explore, educate, and elevate your personal brand/style for the workforce and beyond.

PREREQUISITES: Reading ability, basic computer, research, and presentation skills. **PLEASE NOTE:** Purchase of the following textbook is optional: *RIP the Résumé, Job Search and Interview Power Prep* by Torin Ellis, ISBN-13: 9780768941395. Textbook is available for purchase through Amazon and Barnes & Noble.

Wansley

3 classes @ 2 hours each at Adult Learning Center

2220 (01), Oct 18 to Nov 1, 6:00 PM-8:00 PM, Wednesday

NEW! PRESENTATION SKILLS: PRESENTING YOURSELF FOR GREAT RESULTS

\$97 Senior Price \$74

Want to learn how to be a powerful presenter in any situation? Presentation skills expert Ed Sykes will teach the secrets to giving powerful, persuasive presentations that sell you, your ideas, products, and services! Learn the techniques to being confident, developing a power message, quickly outlining a speech, holding the audience's attention, answering questions, and closing with impact. You will also learn the secrets to how to present online with Zoom and other online presentation tools. **PLEASE NOTE:** A \$20 course manual is available for purchase from the instructor (recommended, not required).

Sykes

4 classes @ 2.5 hours each at Adult Learning Center

2214 (01), Oct 3 to Oct 12, 6:30 PM-9:00 PM,

Tuesday & Thursday

2214 (02), Dec 5 to Dec 14, 6:30 PM-9:00 PM,

Tuesday & Thursday



INCOME TAX BASICS

\$42 Senior Price \$34

Key concepts in Income Tax Code, both federal and state, will be covered. Students will be able to better understand their 1040 form and learn tax planning strategies that will help save money.

Moorjani

2 classes @ 2 hours each at Adult Learning Center

2233 (01), Jan 30 to Jan 31, 6:00 PM-8:00 PM,

Tuesday & Wednesday

Job Skills

NEW! THE ART OF PUBLIC SPEAKING

\$153 Senior Price \$116

Many people have a fear of public speaking and try to avoid it at all cost. This class will help you improve your public speaking ability and keep your nervousness at bay. Learn to prepare and deliver a flawless speech by using practical skills, maintain your audience's attention, and speak comfortably using stories and acting techniques. This class will have you ready and excited for your next speech!

Rosini

8 classes @ 2 hours each at Adult Learning Center

2215 (01), Sep 5 to Sep 28, 6:00 PM-8:00 PM,

Tuesday & Thursday

1-ON-1 RÉSUMÉ & JOB SEARCH

\$144

Virtual 1-on-1 consultation for the job market and realistic goal setting as it relates to your résumé or job search goals. Gain an honest evaluation and assessment of your résumés, hopes, talents, experiences, likes and dislikes. Hear the latest expectations, techniques, and tips when job hunting and interviewing. With help from a professional career coach and résumé writer, you will learn the tools needed to develop a powerful résumé to meet your career goals. A virtual video session requires student to have access to Zoom or Skype.

Harrison

1 class @ 3 hours—VIRTUAL

2219 The instructor will contact you to arrange a meeting time.

*Please see 1-on-1 class policy on page 38.***START WRITING!**

\$92 Senior Price \$72

Do you dream about becoming a writer and don't know where to start? In this course, you will utilize fun writing prompts to engage in weekly writing sessions and nonjudgmental group discussions. You will also learn ways to keep the creative juices flowing after the class ends. **PLEASE NOTE:** Instructor requires students purchase the following textbook: *100 Writing Prompts Inspired by Social Media* by Rekaya Gibson, ISBN-13: 978-1976801983. Textbook is available for purchase from the instructor or through Amazon. Students are required to bring writing tools, notebook or laptop and textbook to class. ALC isn't responsible for any damage, loss or replacement of your personal device.

Gibson

6 classes @ 1.5 hours each at Adult Learning Center

2204 (01), Sep 20 to Oct 25, 6:30 PM-8:00 PM, Wednesday

NEW! BECOMING A HIGHLY QUALIFIED TEACHER

\$37 Senior Price \$29

Being a teacher is a rewarding and impactful career! You have an opportunity to influence the youth and help them become productive citizens. Whether you are embarking on a new career or just have a desire to enhance your skill-set, this course will provide a layout of tips and strategies that will assist you in becoming a highly qualified teacher. (Non-certification class.)

Tyler

1 class @ 2.5 hours at Adult Learning Center

2240 (01), Sep 19, 6:00 PM-8:30 PM, Tuesday

2240 (02), Oct 18, 6:00 PM-8:30 PM, Wednesday



The ALC teams up with **ed2go** to bring you hundreds of engaging online courses. Our courses are affordable, fun, fast, convenient, and geared just for you.

Most courses run six weeks and are just \$129.

- Accounting & Finance
- Business
- Computers & Technology
- Personal Development
- Teaching & Education
- Writing & Publishing
- Design & Composition
- Language & Arts
- Law & Legal

ed2go courses are led by expert instructors, many of whom are nationally known authors. Participate in lively discussions with your fellow students and get plenty of practical information that you can put to immediate use.

Enroll today at www.ed2go.com/vbalc

Fun Stuff

ANIMATED GIF CREATIVE FUN

\$42 Senior Price \$34

Ever wondered how those cute little animated cliparts are made? Join us for a basic class on how to create them. Animated gifs can be used in presentations, emails, Facebook and on web pages. We will use several free online programs and PowerPoint to create the gifs. Class is designed to be light and fun, not intense. Come have fun! **PREREQUISITE:** Basic computer skills.

Schmidt

1 class @ 3 hours at Adult Learning Center
2670 (01), Sep 28, 12:30 PM-3:30 PM, Thursday
2670 (02), Nov 18, 10:00 AM-1:00 PM, Saturday
2670 (03), Jan 24, 8:30 AM-11:30 AM, Wednesday

ZOOM FOR BEGINNERS

\$37 Senior Price \$29

Are you suddenly having to participate in Zoom meetings? Do you have any idea of how to even start Zoom? In this class for beginners, you will learn how to join Zoom meetings and set up meetings inviting others.

Schmidt

1 class @ 3 hours at Adult Learning Center
2662 (01), Dec 14, 6:00 PM-9:00 PM, Thursday

NEW! EBAY BASICS

\$59 Senior Price \$46

Have something to sell? New to eBay? This course provides step-by-step instruction for beginners on how to set up your account, create strong passwords, and list and sell your items for the best price. Tips on taking pictures of your item and when is the best time of day to list it. **PREREQUISITE:** Basic computer skills.

Schmidt

2 classes @ 3 hours each at Adult Learning Center
2664 (01), Dec 12 to Dec 13, 6:00 PM-9:00 PM,
Tuesday & Wednesday

NEW! GETTING TO KNOW YOUR IPAD

\$37 Senior Price \$29

So you have purchased your iPad...now what? In this informative hands-on class, you will learn how to use your iPad for more than just playing games. Discover how to customize your iPad to suit your needs while reflecting your unique personality. This class is perfect for beginners. **PLEASE NOTE:** Bring your iPad. The ALC isn't responsible for any damage, loss or replacement of your personal device.

Burrus

1 class @ 2 hours at Adult Learning Center
2678 (01), Sep 26, 6:30 PM-8:30 PM, Tuesday



NEW! IPHONE FOR BEGINNERS

\$37 Senior Price \$29

Get the most out of your new iPhone. In this course, you will learn how to put the "Smart" back in your Smartphone by learning some of the basic aspects of the Apple iPhone. This hands-on course will give you the confidence that you need to use your iPhone more effectively. **PLEASE NOTE:** Bring your iPhone. The ALC isn't responsible for any damage, loss or replacement of your personal device.

Burrus

1 class @ 2 hours at Adult Learning Center
2676 (01), Oct 16, 6:30 PM-8:30 PM, Monday

Basics

COMPUTER BASICS 101

\$193 Senior Price \$147

This course is a good starting point for learning computer basics, mouse skills and keyboard shortcuts. Get to know the hardware, learn common terminology, how to shop for a new computer, and how to buy software for an existing computer. Learn basic file management, how to create secure passwords that you will remember, and obtain an introduction to software applications.

Schmidt

6 classes @ 3.5 hours each at Adult Learning Center
2601 (01), Sep 5 to Sep 14, 8:30 AM-12:00 PM,
Tuesday, Wednesday & Thursday
2601 (02), Sep 19 to Sep 28, 5:30 PM-9:00 PM,
Tuesday, Wednesday & Thursday
2601 (03), Oct 10 to Oct 19, 12:30 PM-4:00 PM,
Tuesday, Wednesday & Thursday
2601 (04), Oct 24 to Nov 2, 5:30 PM-9:00 PM,
Tuesday, Wednesday & Thursday
2601 (05), Dec 5 to Dec 14, 8:30 AM-12:00 PM,
Tuesday, Wednesday & Thursday
2601 (06), Jan 3 to Jan 16, 12:30 PM-4:00 PM,
Tuesday, Wednesday & Thursday

GOOD TO KNOW!

Save your course confirmation letter to use for purchasing discounted software. More information will be available during class.

MS OneNote, Outlook, Publisher & PowerPoint

FILE MANAGEMENT BASICS

\$42 Senior Price \$34

The Windows operating systems create a file structure containing folders to hold files (documents, pictures, music, videos, etc.). Learn how to create folders and organize their files for easy retrieval. You will also learn how to copy and move files to and from a USB thumb drive.

Schmidt

1 class @ 3 hours at Adult Learning Center

2602 (01), Nov 28, 8:30 AM-11:30 AM, Tuesday

FILES, FOLDERS & LIBRARIES: UP & BEYOND BASICS

\$64 Senior Price \$51

This course is for students who need more in-depth file management skills or need a refresher from a previous class. Learn to create and use libraries and set the default programs to open files. **PREREQUISITE:** 2601 Computer Basics 101 or equal knowledge.

Schmidt

2 classes @ 3 hours each at Adult Learning Center

2660 (01), Nov 29 to Nov 30, 8:30 AM-11:30 AM,

Wednesday & Thursday

2660 (02), Jan 30 to Jan 31, 6:00 PM-9:00 PM,

Tuesday & Wednesday

MS OFFICE 365/2019 OVERVIEW

\$143 Senior Price \$110

An overview of the Microsoft Office Suite 365/2019 (Word, Excel, Publisher, PowerPoint, Access, OneNote) will show you how to produce files in each program. Learn quick tips and tools that will help you understand the fundamentals of each program.

Schmidt

5 classes @ 3 hours each at Adult Learning Center

2621 (01), Sep 19 to Sep 27, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

2621 (02), Oct 24 to Nov 1, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2621 (03), Nov 8 to Nov 16, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2621 (04), Jan 17 to Jan 25, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

WINDOWS 11: TIPS & TRICKS

\$42 Senior Price \$34

If you have a computer with Windows 11, learn tips and tricks that can save you time and effort. Learn the Windows 11 shortcut keys, how to adjust text size to make reading easier, and other hidden tricks and features. **PREREQUISITE:** 2601 Computer Basics 101 or equal knowledge. **PLEASE NOTE:** You are welcome to bring your own computer. ALC isn't responsible for any damage, loss or replacement of your personal devices.

Schmidt

1 class @ 3 hours at Adult Learning Center

2667 (01), Oct 3, 6:00 PM-9:00 PM, Tuesday

2667 (02), Jan 20, 10:00 AM-1:00 PM, Saturday

MS ONENOTE 365/2019 BASICS

\$64 Senior Price \$51

This course will cover the basics of OneNote. Learn how to create notebooks with sections and pages. Create text containers, tables, drawings, and insert pictures, clips, and hyperlinks. **PREREQUISITE:** 2601 Computer Basics 101 or equal knowledge.

Schmidt

2 classes @ 3 hours each at Adult Learning Center

2634 (01), Oct 25 to Oct 26, 8:30 AM-11:30 AM,

Wednesday & Thursday

2634 (02), Jan 30 to Jan 31, 12:30 PM-3:30 PM,

Tuesday & Wednesday

MS OUTLOOK 365/2019 BASICS

\$92 Senior Price \$72

This course will provide a basic overview of Outlook. Learn how to create, read, and reply to email. Learn how to add attachments, and contacts and appointments, including reminders. **PREREQUISITE:** 2601 Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 3 hours each at Adult Learning Center

2636 (01), Sep 5 to Sep 7, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2636 (02), Oct 3 to Oct 5, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2636 (03), Oct 31 to Nov 2, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

MS PUBLISHER 365/2019 BASICS

\$92 Senior Price \$72

This course will cover the basics of Publisher. Learn how to create and format text frames and add graphics, lists, and tables. Use templates to create cards and calendars. **PREREQUISITE:** 2601 Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 3 hours each at Adult Learning Center

2638 (01), Oct 4 to Oct 10, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2638 (02), Nov 2 to Nov 9, 12:30 PM-3:30 PM,

Wednesday & Thursday

2638 (03), Jan 25 to Jan 31, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

IMPORTANT!

Please see refund policy on page 4.

Avoid the disappointment of a canceled
class—register early.

MS POWERPOINT 365/2019 BASICS

\$92 Senior Price \$72

Learn the basics of MS PowerPoint 365/2019 by creating presentations using textboxes, images, shapes, charts and tables. Also learn how to modify themes, add animations, add transitions, change background, add sound, make a presentation from a set of pictures automatically, and add automatic timing for showing a presentation.

Schmidt

3 classes @ 3 hours each at Adult Learning Center

2640 (01), Sep 12 to Sep 14, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2640 (02), Nov 14 to Nov 16, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2640 (03), Jan 17 to Jan 23, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

MS Word, Excel & Access

MS WORD 365/2019 SIMPLIFIED

\$170 Senior Price \$131

Learn essential word processing fundamentals, shortcuts, tips, ribbons, tool bars, formatting, paragraph and page tools, templates and merging.

Schmidt

6 classes @ 3 hours each at Adult Learning Center

2644 (01), Sep 14 to Sep 27, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2644 (02), Oct 11 to Oct 24, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

2644 (03), Nov 28 to Dec 7, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2644 (04), Jan 3 to Jan 16, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

MS EXCEL 365/2019 SIMPLIFIED

\$143 Senior Price \$110

This outstanding course will help you quickly learn essential spreadsheet design and development skills. Major topics covered are: basic structure, formatting and custom formatting, absolute/relative addressing, basic formulas, sorting/searching, ranges, charts, graphics, pivot tables, filters, and more! Plenty of shortcuts and practical applications are included. **PREREQUISITE:** 2601 Computer Basics 101 or some experience with Microsoft Office applications.

Schmidt

5 classes @ 3 hours each at Adult Learning Center

2650 (01), Sep 5 to Sep 13, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2650 (02), Sep 28 to Oct 10, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

2650 (03), Nov 28 to Dec 6, 12:30 PM-3:30 PM,

Tuesday, Wednesday & Thursday

2650 (04), Jan 3 to Jan 11, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

NEW! MS EXCEL 365/2019 Level 2

\$143 Senior Price \$110

Do you know the basics of Excel and would like to go to the next level? Do not let the names of the topics to be covered intimidate you. They are not difficult. Topics covered will be more advanced functions such as the If, VLookup, and other functions and the creation of Named Ranges and how to use them. Learn how to create your own ribbons, and how to connect to other programs, such as using Excel as the data for a mail merge. You will get an introduction to Macros (no programming knowledge necessary). Everything will be taught in a simple easy way. **PREREQUISITE:** 2650, MS Excel 365/2019 Simplified or equivalent experience.

Schmidt

5 classes @ 3 hours each at Adult Learning Center

2652 (01), Oct 11 to Oct 19, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

2652 (02), Dec 7 to Dec 14, 12:30 PM-3:30 PM,

Monday, Tuesday, Wednesday & Thursday

MS ACCESS 365/2019 SIMPLIFIED

\$170 Senior Price \$131

Access isn't rocket science—it's a database. This is the most simplified Access 365/2019 course you can find. You will learn to design and create a basic database using tables, queries, forms, and reports.

PREREQUISITE: 2601 Computer Basics 101 or equal knowledge.

Schmidt

6 classes @ 3 hours each at Adult Learning Center

2656 (01), Nov 8 to Nov 21, 8:30 AM-11:30 AM,

Tuesday, Wednesday & Thursday

2656 (02), Jan 16 to Jan 25, 6:00 PM-9:00 PM,

Tuesday, Wednesday & Thursday

1-on-1 Classes Just For You!

1-on-1 classes are available throughout the semester.

Register by mail or in person at the Adult Learning Center. The instructor will contact you to arrange a meeting time. Once you have scheduled course times with the instructor, the ALC requires 24 hours' notice to cancel a course meeting time. If notice is not given, you will forfeit that meeting time and it will not be rescheduled. All classes must be completed within one month of scheduled first class and/or before the semester ends. Written documentation is required for an extension to be granted due to unforeseen circumstances. **PLEASE NOTE: Save and bring your course confirmation letter to the first class to receive instructions on purchasing discounted software.**

1-ON-1 COMPUTER BASICS

\$256

Need tutoring or help with a subject not covered in our catalog? Have specific questions that are not appropriate for a classroom setting? Maybe a 1-on-1 class is best for you.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2687 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 38.

1-ON-1 MS EXCEL 365/2019

\$256

A 1-on-1 class is a great way to learn how to design and develop an Excel spreadsheet. Major topics covered are: basic structure, formatting, absolute/relative addressing, basic formulas, sorting/searching, ranges, charts, graphics, pivot tables, filters and more. **PREREQUISITE:** Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2688 The instructor will contact you to arrange a meeting time.

*Please see 1-on1 class policy on page 38.***1-ON-1 MS ACCESS 365/2019**

\$256

A 1-on-1 Access class customized to your needs! Learn how to plan a database from scratch. Design the structure, query the database, and create forms and reports. Perfect class for those running a small business or who are required to make simple business decisions. **PREREQUISITE:** Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2689 The instructor will contact you to arrange a meeting time.

*Please see 1-on1 class policy on page 38.***1-ON-1 MS WORD 365/2019**

\$256

In today's business environment, it is critically important that employees are knowledgeable in creating business-related documents and sharing them with others. Learn the essentials of creating a business letter, formatting a document, addressing an envelope, establishing properties in a document, tracking changes, authorship, and emailing a document. **PREREQUISITE:** Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2690 The instructor will contact you to arrange a meeting time.

*Please see 1-on1 class policy on page 38.***1-ON-1 MS PUBLISHER 365/2019**

\$256

What could be more fun than learning how to make cards and calendars using your computer? Learn the basics of Publisher - how to create and format text frames, and add graphics, lists, and tables. Use templates to create cards and calendars.

PREREQUISITE: Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2691 The instructor will contact you to arrange a meeting time.

*Please see 1-on1 class policy on page 38.***1-ON-1 MS POWERPOINT 365/2019**

\$256

Learn how to train, persuade, and inform your audience via PowerPoint, the gold standard in presentation packages. Specifically, learn how to create a presentation with themes, graphics, tables, and photos included. Learn how to add media and special effects. **PREREQUISITE:** Computer Basics 101 or equal knowledge.

Schmidt

3 classes @ 2 hours each at Adult Learning Center

2692 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 38.



In the Kitchen

NEW! BAKLAVA MADE EASY

\$61

Baklava is a delicious dessert served in many Middle Eastern countries during special occasions and holidays. This delicate dessert traditionally requires a lot of labor to develop those crisp layers that add character to this dish. Learn to make this dish in a few easy steps, eliminating hours of prep work. Students will prepare a small dish to take home. Supplies provided.

Shtrepi

1 class @ 3 hours at Adult Learning Center

2749 (01), Dec 6, 6:00 PM-9:00 PM, Wednesday

NEW! TRICK OR TREAT! HALLOWEEN COOKIE DECORATING

\$45

Do you love sugar cookies and want to learn how to decorate with royal icing? Come and unleash your inner Picasso, and join Sarah, owner of *Sarah Bakes Custom Cookies*, to learn how to decorate trick-or-treating Halloween cookies! You will learn all you need to know about royal icing and how to decorate a mummy head, bear, and jack-o-lanterns to create the cutest trick-or-treating sets that you will take home. **PLEASE NOTE:** Cost includes supplies.

Schaefer

1 class @ 2 hours at Adult Learning Center

2745 (01), Oct 18, 6:00 PM-8:00 PM, Wednesday

NEW! WINTER WONDERLAND COOKIE DECORATING

\$45

We've all seen those beautifully decorated sugar cookies that look like they should be on display in an art gallery. Join Sarah, owner of *Sarah Bakes Custom Cookies*, and learn to decorate like the pros. This hands-on class will teach you the proper techniques and how to decorate with royal icing. You'll be holiday ready after this class. These cookies make the perfect gifts for family and friends. Or let your cookies be the excitement at the holiday cookie exchange. You will learn how to decorate winter wonderland cookies, and take home a snowman, snow globe, snowflake, and a happy holiday plaque. **PLEASE NOTE:** Cost includes supplies.

Schaefer

1 class @ 2 hours at Adult Learning Center

2747 (01), Nov 4, 10:00 AM-12:00 PM, Saturday



AMAZING GRAZE: CHARCUTERIE BOARD

\$67

Join us as we learn to build the perfect Charcuterie Board. Just in time for the holidays, students will learn to assemble a beautiful grazing board and how to pair cheeses, meats and other goodies to make the most eye-catching board for holiday guests. These amazing boards are great for special occasions and to personalize for gift giving. Register with a friend and come enjoy this fun-filled class.

Staff

1 class @ 2 hours at Adult Learning Center

2740 (01), Oct 25, 6:00 PM-8:00 PM, Wednesday

Registration for 2740 (01) closes 10/11/23. Student-initiated refunds will not be permitted after this date.



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Free Seminars

Take advantage of one or more of our free seminars! Learn how to have a happier life, a healthier lifestyle or master your money. Be more successful with your federal employment application or retirement.



Register for this seminar by calling 757-648-6050. You will not be able to register through our website or by mail. **PLEASE NOTE:** A confirmation email will not be sent; however, you will be notified of any schedule changes.

MASTER YOUR MONEY

Financial education is more than dollars and cents. It is about establishing better spending habits, saving, and budgeting your money. Anita Wyche – Financial Empowerment Coordinator for Bank On Hampton Roads will discuss ways to improve your financial decision making and give you some easy tips on how to save and budget your hard earned dollars!!!!

Wyche - Bank On Hampton Roads

1-hour seminar at Adult Learning Center,
October 5, 6:30 PM–7:30 PM, Thursday

JOB SEARCH STRATEGIES

Learn strategies that will set you apart from other job candidates! This seminar will provide tips to enhance your resume and help you ace the job interview.

1-hour seminar at Adult Learning Center,
Oct 25, 6:00 PM–7:00 PM, Wednesday

BUDGETING FOR THE HOLIDAYS

Find out what savvy shoppers do to take control of spending while still staying festive. Representatives from Towne Bank will discuss tips to improve your finances and budget during the holidays.

Towne Bank Staff

1-hour seminar at Adult Learning Center,
Oct 26, 6:00 PM–7:00 PM, Thursday

Register for these seminars online at alc.vbschools.com, by email or mail.

13 STRATEGIES FOR A SUCCESSFUL RETIREMENT

Are you worried about your financial ability to retire or that you might outlive your retirement assets? Let this two-part workshop answer all your questions. The workshop will cover Social Security rules and strategies, how to access your retirement accounts, calculating your Required Minimum distributions (RMD), reducing investment risks in your portfolio, "Stretch" IRA and Roth IRA tax delay strategies, Will and Trust planning, and what to spend 1st, 2nd, and 3rd in retirement. Start planning your retirement now!

Hannahs

2 classes @ 2.5 hours each at Adult Learning Center,
2244 (01), Oct 11 to Oct 18, 6:00 PM–8:30 PM, Wednesday

TALK SAVES LIVES: AN INTRO TO SUICIDE PREVENTION

Talk Saves Lives: An Introduction to Suicide Prevention is a community-based presentation that covers the general scope of suicide, the research on prevention, and what people can do to fight suicide. Learn common risk factors and warning signs associated with suicide, and how to keep yourself and others safe.

Orius

1-hour seminar at Adult Learning Center,
3101 (01), Sep 13, 6:00 PM–7:00 PM, Wednesday
3101 (02), Nov 2, 6:00 PM–7:00 PM, Thursday





Beginning Photography

NEW! BEGINNING SLR PHOTOGRAPHY PART 1: HOW TO USE YOUR CAMERA

\$104 Senior Price \$81

Do you ever wonder why some pictures are blurry? Some are too light, while others are too dark? Why all the knobs and dials confuse you? This could be the class for you. You will learn not only how to hold your camera, but how to create amazing images you will be proud to hang on your walls and give as gifts. **PLEASE NOTE:** Bring camera, operation manual, pen and paper to class. ALC is not responsible for any damage, loss or replacement of your personal property.

Darracott

5 classes @ 2 hours each at Adult Learning Center
3210 (01), Oct 3 to Oct 31, 6:00 PM-8:00 PM, Tuesday

NEW! BEGINNING SLR PHOTOGRAPHY PART 2: HOW TO USE YOUR CAMERA

\$104 Senior Price \$81

Now that you have the basics down, let's move to the next step. Learn how to better use your camera by understanding how to control light and how light contributes to image creation. See the image in your mind and create it with your camera. **PLEASE NOTE:** Bring camera, operation manual, pen and paper to class. ALC is not responsible for any damage, loss or replacement of your personal property.

Darracott

5 classes @ 2 hours each at Adult Learning Center
3211 (01), Nov 2 to Dec 7, 6:00 PM-8:00 PM, Thursday

Creatively Use Your Photos

PRESERVE, ORGANIZE & SAVE YOUR OLD PHOTOS & MEDIA!

\$37 Senior Price \$29

Imagine all your photos organized and all in one place, stored permanently and safely, where you're able to find any photo in seconds. If you think of all of your photos and memories and think "where do I even begin?" then this is the perfect course for you. Learn to organize/preserve slides, home movies, other memorabilia and outdated media (videotapes, slides, film reels, etc.). This class will provide an overview of photo scanning, digitalization options, digital photo hub organization,

and how to choose the right cloud storage solutions for your needs. We will briefly explore different ways to celebrate and share memories with photo gifts, framing, photo books and slide shows.

Williams

1 class @ 2 hours at Adult Learning Center
3213 (01), Aug 23, 6:30 PM-8:30 PM, Wednesday
3213 (02), Sep 23, 9:30 AM-11:30 AM, Saturday
3213 (03), Nov 15, 6:30 PM-8:30 PM, Wednesday

PHOTO ORGANIZATION 101: IT'S TIME TO SAVE YOUR PHOTOS

\$42 Senior Price \$34

Are your photos here, there and everywhere? This photo organization course is a great follow up to the Preserve, Organize & Save Your Old Photos & Media class (a suggested, but not required prerequisite). Learn how to convert to the latest digital formats and how to save, curate, organize and share your photo and video memories. Explore ways to celebrate your loved ones with custom gifts. In this class, you will get a free photo storage account where you will upload, organize, tag and share photos with friends and family. You will quickly see how easily you can go from overwhelmed to overjoyed with your photos in less time than you think, in pockets of 5-15 minutes at a time. **PLEASE NOTE:** Bring your laptop, tablet and/or smart phone to class with you. ALC is not responsible for any damage, loss or replacement of your personal property. If you do not have a laptop, a limited number of laptops will be available during class.

Williams

2 classes @ 2 hours each at Adult Learning Center
3214 (01), Oct 11 to Oct 18, 6:30 PM-8:30 PM, Wednesday
3214 (02), Jan 6 and Jan 20, 9:30 AM-11:30 AM, Saturday
3214 (03), Jan 24 to Jan 31, 6:30 PM-8:30 PM, Wednesday

IMPORTANT!

Please see refund policy on page 4.

Avoid the disappointment of a canceled class—register early.

More DIYs To Love

WICK-IT: CUSTOM CANDLE MAKING

\$50

Register with a friend for this hands-on candle making class. Hosted by the owner of Sugared Mango, learn how to choose proper containers, wicks, scents, waxes, and how to properly burn candles. These handcrafted personalized candles make the perfect gift for family, friends, and coworkers. These candles are made with wicks and can be lit. Students will leave with their own custom created candles. **PLEASE NOTE:** Supplies Included in cost of tuition.

Sterling

1 class @ 2.5 hours at Sugared Mango

3217 (01), Sep 23, 10:00 AM-12:30 PM, Saturday

3217 (02), Nov 8, 6:00 PM-8:30 PM, Wednesday

Class is held at Sugared Mango at 4425 Shore Drive, Suite 101, in Shoreline Shops, Virginia Beach, 23455.

LATHER UP: SOAP MAKING FOR BEGINNERS

\$50

Ready for some good clean fun? Come and learn how to make organic handmade soaps using skin safe ingredients. With all of the extra hand washing going on, learn to use ingredients that won't leave your hands feeling harsh and dry. You will take home soap bars you've prepared in class, along with the skills to create gifts for family and friends. **PLEASE NOTE:** Supplies included in cost of tuition.

Sterling

1 class @ 2 hours at Sugared Mango

3260 (01), Oct 7, 10:00 AM-12:00 PM, Saturday

3260 (02), Jan 10, 6:00 PM-8:00 PM, Wednesday

Class is held at Sugared Mango at 4425 Shore Drive, Suite 101, in Shoreline Shops, Virginia Beach, 23455.



NEW! BEGINNERS CROCHET: HOOK IT UP!

\$94 Senior Price \$73

Join us for our beginner's class and learn the basics of crocheting. This class will introduce you to the history of crocheting, necessary materials, and how to crochet a scarf. You'll be on your way to hooking up your family and friends with fabulous scarves. These make great gifts, and who doesn't like a handmade gift? Crocheting is a great relaxing pastime that can be done while watching TV or waiting for appointments. Use those moments to create your works-of-art. **PLEASE NOTE:** Supply list available online at alc.vbschools.com. Please bring supplies to each class.

Shtrepi

4 classes @ 2 hours each at Adult Learning Center

3236 (01), Nov 1 to Nov 29, 6:00 PM-8:00 PM, Wednesday

NEW! CUT IT OUT: CRICUT FOR BEGINNERS

\$42

Do you have big plans for your Cricut machine and can't seem to get started? This class will not only teach you how to install and operate your machine, but will also cover how to use Cricut's software, Design Space. This class is packed with a lot of information that includes external design websites, software cutting methods and tools, types of vinyl material, and step-by-step walk-through of different projects. You'll be ready to create perfect holiday gifts for family and friends.

RECOMMENDATION: Bring practice vinyl to class.

Hazley

1 class @ 3 hours at Adult Learning Center

3216 (01), Sep 14, 11:00 AM-2:00 PM, Thursday

3216 (02), Oct 21, 9:00 AM-12:00 PM, Saturday

3216 (03), Nov 14, 6:00 PM-9:00 PM, Tuesday

Don't miss out on new classes and ALC news. Follow us and stay connected!



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Wreath Making

RAG WREATH MAKING

\$42 Senior Price \$34

Do you have unused fabric items sitting around the house that are not being used, but you just can't seem to part with? Learn to create a memory wreath by repurposing family memorabilia such as curtains, tablecloths, clothing, etc. These wreaths are a great way to pass down family heirlooms. Whether it is for a baby shower, wedding, for a sports enthusiast or a special holiday, these are meaningful gifts to be cherished.

PLEASE NOTE: Supply list available online at alc.vbschools.com.

Lovitt

2 classes @ 2 hours each at Adult Learning Center
3250 (01), Oct 7 to Oct 21, 10:00 AM-12:00 PM, Saturday
Class will not meet Saturday, October 14.

NEW! FALL TO WINTER WREATH MAKING

\$36

Come and join this fun filled class and prepare for fall to winter decorating. Let your creativity soar and make an indoor wreath to display above the mantle, over your door, or on a focal wall. You will use floral picks that represent all things fall or winter, while learning simple concepts of color, contrast, balance, and symmetry.

PLEASE NOTE: Supply list available online at alc.vbschools.com.

Lew

1 class @ 2 hours at Adult Learning Center
3202 (01), Sep 23, 10:00 AM-12:00 PM, Saturday
3202 (02), Nov 4, 10:00 AM-12:00 PM, Saturday

Genealogy

BEGINNING GENEALOGY

\$56 Senior Price \$43

Course will provide an overview of basic genealogy techniques for tracing family history using home records, census records and vital records (birth, marriage, death).

Moore

5 classes @ 1 hour each at Adult Learning Center
3205 (01), Sep 19 to Oct 17, 6:30 PM-7:30 PM, Tuesday

INTERMEDIATE GENEALOGY

\$45 Senior Price \$36

This class will discuss the use of deed, probate, and non-census population records in genealogical research and demonstrate basic problem-solving techniques to resolve conflicting information. **PREREQUISITE:** 3205 Beginning Genealogy or basic genealogy knowledge.

Moore

4 classes @ 1 hour each at Adult Learning Center
3206 (01), Nov 14 to Dec 5, 6:30 PM-7:30 PM, Tuesday



NEW! ASTROLOGY: UNLOCK YOUR COSMIC BLUEPRINT & DECODE YOUR NATAL CHART

\$70

Ev Zervoudakis, a seasoned Astrologer with over 50 years of experience, will teach you simple strategies to decipher your natal astrology chart. This class will cover the elements, modalities, houses, signs and planets of astrology. You will also learn the components of astrology, how it works, and other tips and secrets from a professional.

PREREQUISITE: Astrology Natal Chart.

Zervoudakis

4 classes @ 2 hours each at Adult Learning Center
3245 (01), Jan 4 to Jan 25, 6:00 PM-8:00 PM, Thursday



Fun Funky Mixed Media

Experience a different type of art! Fun Funky Mixed Media Art uses a variety of media to make each piece one of a kind. Have fun discovering a unique style of art!

NEW! FUN FUNKY ART—SEASHELL RESIN I \$75

We will be creating your "Seashell" resin masterpiece. You pick your shells or bring your own that have special meaning and then arrange them to your liking. We then pour the resin to secure your treasures for eternity. (5.5 X 15 rectangle canvas). **PLEASE NOTE:** All supplies included.

Clemons

1 class @ 3 hours at the Adult Learning Center
3219 (01), Sep 28, 6:00 PM-9:00 PM, Thursday

NEW! FUN FUNKY ART—SEASHELL RESIN II \$85

We will be creating your "Seashell" resin masterpiece. You pick your shells or bring your own that have special meaning and then arrange them to your liking. We then pour the resin to secure your treasures for eternity. (9 X 12 canvas). **PLEASE NOTE:** All supplies included.

Clemons

1 class @ 3 hours at the Adult Learning Center
3221 (01), Oct 19, 6:00 PM-9:00 PM, Thursday

NEW! FUN FUNKY ART—CHRISTMAS AT THE BEACH \$60

Join us to create your version of a multi-media "Christmas at the Beach" canvas. Your choice of colors, papers, and embellishments. (9 X 12 canvas). **PLEASE NOTE:** All supplies included.

Clemons

1 class @ 3 hours at the Adult Learning Center
3222 (01), Nov 30, 6:00 PM-9:00 PM, Thursday

Sewing

1-ON-1 SEWING FOR BEGINNERS \$247

The course will teach you the basics of sewing in a one-on-one setting. Learn sewing terminology, how to read patterns, determine tools and notions needed to construct a garment, how to use a sewing machine, and how to sew fabric pieces and complete a garment.

PLEASE NOTE: Supply list available online at alc.vbschools.com. Bring supplies to the first class. Students need to provide all necessary materials including a sewing machine. ALC isn't responsible for any damage, loss or replacement of your personal sewing machine. Instructor is available on Wednesday morning only.

Tyler

2 classes @ 3 hours each at Adult Learning Center
3230 The instructor will contact you to arrange a meeting time.
Please see 1-on1 class policy on page 38.

1-ON-1 SEWING PROJECTS \$127

This course is for students who want assistance with a specific sewing project in a one-on-one setting. **PLEASE NOTE:** Students must know the basics of sewing and use of a sewing machine. Students need to provide all necessary materials including a sewing machine. ALC isn't responsible for any damage, loss or replacement of your personal sewing machine. Instructor is available on Wednesday morning only.

Tyler

1 class @ 3 hours at Adult Learning Center
3232 The instructor will contact you to arrange a meeting time
Please see 1-on1 class policy on page 38.



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Creative Connections Workshops

Creative Connections is your Direct Connect to FUN-on-menal Experiences!

Register with a friend and have fun while learning a new hobby.

The address for classes held at Creative Connections is Cypress Point Shopping Center,
928 Diamond Springs Road, Unit 113, Virginia Beach, 23455.

Most art and crafting supplies are provided and included in the class price.

So What? Sew This!

NEW! QUILTED BOWL COZY

\$35

Brrrrr – put a Cozy on that bowl! So “cozy” those handy little bowl pads that keep your bowl and fingers at the right temperature, warm or cold! You’ve admired them at the craft fairs and now you can learn to make your own for daily use or as a thoughtful personalized gift. Class includes all cozy materials, instruction for cutting and sewing two bowl cozies in your choice of fabrics. Fabric cozy kits available for an additional cost. **PLEASE NOTE:** Basic sewing skills, personal sewing machine, spool of neutral color thread and two bobbins required.

Cartwright

1 class @ 3 hours at Creative Connections

3305 (01), Sep 21, 6:00 PM-9:00 PM, Thursday

NEW! RECYCLED JEANS GARDENING APRON

\$35

Upcycle old jeans into an adorable denim apron! Embellish with fun fabrics and trims. Perfect for your garden projects or a delightful gift for a gardening friend. Use your old jeans or a pair of ours. All crafting supplies are provided and included in the class price. Basic sewing skills required. **PLEASE NOTE:** Student must bring sewing machine, neutral color thread (i.e., grey, beige, white, black), two wound bobbins, and extra sewing machine needles.

BYOBcc Team

1 class @ 3 hours at Creative Connections

3304 (01), Sep 15, 10:00 AM-1:00 PM, Friday



NEW! WINE BOTTLE QUILTED RUNNER

\$50

Learn the delightful wine bottle design quilt technique! Begin with the 7-bottle design placemat and add “bottles” for your perfect runner length. Instruction includes: cutting and sewing bottle topper; batting, backing, edging and quilting. Kit includes 6 x 11 fabric panels, batting and backing. **PLEASE NOTE:** Basic sewing skills, personal sewing machine, spool of thread and two bobbins required.

Cartwright

1 class @ 3 hours at Creative Connections

3307 (01), Nov 15, 6:00 PM-9:00 PM, Wednesday

NEW! QUILTED SANTA RUNNER

\$50

Perfect for holiday cookies—and making memories. Learn quilted square techniques to create a pieced Santa Runner of your desired length. Instruction includes: cutting and sewing batting, backing, edging, and quilting. Kit includes pre-cut quilting squares, batting, and backing. Basic sewing skills and sewing machine required. All crafting supplies are provided and included in the class price. **PLEASE NOTE:** Student must bring sewing machine, neutral color thread (i.e., grey, beige, white, black), two wound bobbins, and extra sewing machine needles.

BYOBcc Team

1 class @ 3 hours at Creative Connections

3308 (01), Dec 1, 10:00 AM-1:00 PM, Friday





NEW! MONSTER OF A RUNNER
\$50

Get ready for a haunting October—and making memories. Learn quilted square techniques to create a Monster of a runner of your desired length. Select from a Frankenstein or Mummy theme for this class but take home templates for even more Monster alternatives. Instruction includes: cutting and sewing batting, backing, edging, and quilting. Kit includes pre-cut quilting squares, batting, and backing. Basic sewing skills and sewing machine required. All crafting supplies are provided and included in the class price. **PLEASE NOTE:** Student must bring sewing machine, neutral color thread (i.e., grey, beige, white, black), two wound bobbins, and extra sewing machine needles.

BYOBcc Team

1 class @ 3 hours at Creative Connections

3306 (01), Oct 5, 10:00 AM–1:00 PM, Thursday



Ceramics Fun

NEW! INTRODUCTION TO CERAMICS—LEARN TO POUR, CLEAN & PAINT IN ONE SESSION!
\$50

What???? Learn ceramics basics—pour, clean, and paint in a SINGLE session? Yes!!! How??? By applying a progressive approach to hands-on learning (think cooking show), you will complete all three steps of ceramics creation—and take your project home the same day! Select from a variety of molds, greenware, and bisque. All materials provided!

BYOBcc Team

1 class @ 3 hours at Creative Connections

3351 (01), Sep 7, 10:00 AM–1:00 PM, Thursday

NEW! GLOWING LIGHTHOUSE

\$45

Design and personalize a ceramic lighthouse using drybrush technique! Mount to a wooden base with accent “boulders” and sand finish. Electric or battery-operated light option. All crafting supplies are provided and included in the class price.

BYOBcc Team

1 class @ 3 hours at Creative Connections

3352 (01), Sep 18, 6:00 PM–9:00 PM, Monday

NEW! SHINE ON WITH FRANKIE OR BOO FAUX VOTIVE BAGS

\$35

Shine on! Learn drybrush finish technique finishing ceramic faux votive bags in the spirit of Frankie or Boo. All crafting supplies are provided and included in the class price.

BYOBcc Team

1 class @ 3 hours at Creative Connections

3353 (01), Oct 13, 6:00 PM–9:00 PM, Friday



NEW! BATTY BATS DRYBRUSH TRIO

\$35

Go Batty at BYOBcc with drybrush on ceramic bisque! Make ‘em & take ‘em—a set of three adorably funny Halloween bats! All crafting supplies are provided and included in the class price.

BYOBcc Team

1 class @ 3 hours at Creative Connections

3354 (01), Oct 20, 10:00 AM–1:00 PM, Friday

Do Slump-thing Different

NEW! SUCCULENT TERRARIUM BOTTLE SLUMPING

\$45

Get your slump on with this bottle terrarium! Select your slumped vessel (melted wine bottle tray), succulents and accessories to create a unique natural arrangement. Perfect accent for work or home! All materials, plants and wine bottle included.

BYOBcc Team

1 class @ 3 hours at Creative Connections

3327 (01) Sep 22, 6:00 PM–9:00 PM, Friday





NEW! HOLIDAY TREAT TRAY BOTTLE SLUMPING
\$45

Get a head start on your gift creation by upcycling your holiday cards into a personalized slumped bottle tray perfect for your homemade treats! A thoughtful gift that will be used each holiday, with warm thoughts of you! All crafting supplies are provided and included in the class price. \$35 for additional bottle tray created at the same session.

BYOBcc Team

1 class @ 3 hours at Creative Connections
3329 (01), Dec 7, 6:00 PM-9:00 PM, Thursday

NEW! BEADED GRAPES BOTTLE SLUMPING
\$55

Transform a trio of slumped (melted) wine bottles into practical charcuterie boards accented with natural neck trim, sparkling touch of beaded grapes, and complemented with a cork cheese spreader. All crafting supplies for the set of three bottle trays plus spreaders are provided and included in the class price.

BYOBcc Team

1 class @ 3 hours at Creative Connections
3328 (01), Nov 1, 6:00 PM-9:00 PM, Wednesday

IMPORTANT!

Please see refund policy on page 4.

Avoid the disappointment of a canceled class—register early.

Sculpted Clay

NEW! FLORAL FANTASY FAIRIE HOUSE
\$45

Make a fantasy move to the countryside with this Floral Fantasy Fairee House! Create this one-of-a-kind home of recycled jars, bottles, and air-dry clay. Learn hands-on techniques for sculpting and painting air-dry clay. All project supplies included.

Bach

1 class @ 3 hours at Creative Connections
3341 (01) Sep 13, 6:00 PM-9:00 PM, Wednesday

NEW! ICE FAIRIE HOUSE
\$65

Create a one-of-a-kind home of recycled jars, bottles, and air-dry clay. Learn hands-on techniques for sculpting and painting air-dry clay. All crafting supplies are provided and included in the class price.

BYOBcc Team

1 class @ 3 hours at Creative Connections
3342 (01), Nov 7, 10:00 AM-1:00 PM, Tuesday

More Crafting Fun

NEW! SUNFLOWERS ON CANVAS TOTE BAG
\$45

Learn to paint sunflowers and complimentary florals in bright colors! No painting experience required; step-by-step facilitation to create a personalized canvas tote bag. Tote bag and all art supplies provided.

Price

1 class @ 3 hours at Creative Connections
3364 (01) Sep 19, 10:00 AM-1:00 PM, Tuesday

NEW! SUNFLOWERS CLOTHESPIN WREATH
\$45

Such fun! Create a wreath of clothespins. Paint and embellish with sunflowers. All materials provided. Create additional wreaths for only \$25 each.

BYOBcc Team

1 class @ 3 hours at Creative Connections
3363 (01), Sep 5, 6:00 PM-9:00 PM, Tuesday





NEW! YOUR ROCK STAR PET, ABSTRACT PAINTING
\$55

Contemporary, creature specific templated approach capturing your pet's rock star personality. Adorable abstract pet portrait with your choice of glamorous rock star glasses. No painting skills required. Dog, cat, bird, snake, iguana, and more! Just identify your pet type at registration. All materials provided!

Bach

1 class @ 3 hours at Creative Connections
3362 (01) Sep 1, 1:00 PM-4:00 PM, Friday

NEW! ACRYLIC FLORALS ON A STRAW HAT
\$45

Meet new friends as you design your floral embellished straw hat. We will go step by step building a base of foliage and add your choice of flowers in your colors. Hat and all art supplies included! Paint an additional hat for only \$25!

Price

1 class @ 3 hours at Creative Connections
3365 (01) Sep 26, 10:00 AM-1:00 PM, Tuesday

NEW! SEASONAL DÉCOR NO-SEW FUN: POOP-KINS!
\$30

Enjoy crafting fun and practicality creating seasonal Poop-kins! So, what is a Poop-kin? It's a fun inventory storage solution—a fabric pumpkin stuffed with a roll of TP! Select your holiday or seasonal fabric pumpkin "skin" (Fall, Halloween, Thanksgiving, and winter holiday prints), seasonal foliage, trim, and cinnamon stick stem—and stuff a set of Poop-kins for your holidays!!!! Clever décor and great gifts! All crafting supplies are provided for a set of 3 Poop-kins and are included in the class price.

BYOBcc Team

1 class @ 3 hours at Creative Connections
3386 (01), Oct 2, 6:00 PM-9:00 PM, Monday

NEW! COLD PROCESS SOAP MAKING
\$45

Learn the ancient art of soap making from scratch—but with a contemporary twist! Come on out and learn how to make your own soap. Yes, I said it, SOAP! Expert instruction will guide you through every step of the process, from choosing the perfect blend of oils to adding delightful fragrances and colors. With this hands-on approach you will learn how to create your own recipe, calculate the correct amount of lye, and master the perfect soap batter. Have fun creating and decorating—then take home your creation to share! All crafting supplies are provided and included in the class price.

BYOBcc Team

1 class @ 3 hours at Creative Connections
3388 (01), Oct 21, 10:00 AM-1:00 PM, Saturday



**NEW! SPIRITUAL AWARENESS & LIFE SKILLS:
CREATING A VISION BOARD WITH TAROT**
\$55

What do Lily Singh, Beyonce, Ellen Degeneres, Steve Harvey, and Oprah Winfrey have in common? They are all extremely successful people who regularly use vision boards. Vision boards (also called dream boards or treasure maps) are a creative and artistic way to think through and manifest your goals using a collage of inspirational, motivational images. Common goals include: career, money, love, health, travel, social goals, and spiritual goals. Materials will be provided. However, you may wish to bring printed images that represent personal goals. Workshop includes instruction, vision board creation, and team discussion.

BYOBcc Team

1 class @ 3 hours at Creative Connections
3381 (01), Oct 18, 6:00 PM-9:00 PM, Wednesday



NEW! HOW TO BE HAPPY EVERY DAY
\$40

Who doesn't want to be happier? Learn specific, time-tested ways to make your life happier and more meaningful. These are concrete, proven step-by-step ways that will give your life a new outlook, starting TODAY! All of this taught by the guy who was selected "The Happiest Man in America" by USA Today. It's fun, interactive and moves so quickly the time will fly. Come fly with us! **PLEASE NOTE:** Instructor recommends students purchase the following textbook: *How To Be Happy Every Day* by J.P. Gus Godsey, ISBN-13. Textbook is available for purchase from the instructor or through Amazon and Barnes and Nobles.

Godsey

1 class @ 2 hours at Adult Learning Center
3126 (01), Sep 12, 6:30 PM-8:30 PM, Tuesday
3126 (02), Oct 24, 6:30 PM-8:30 PM, Tuesday

All Made Up

NEW! BEAUTY ON A BUDGET
\$37 Senior Price \$29

The market is saturated with beauty products that can bust anyone's budget. Don't you hate spending your hard-earned money on expensive makeup that lacks the quality and pigment needed to complete that glam look? Professional Makeup Artist, Kimberly Mosley, will teach you how to get that high end look on a budget and what products and brands offer the best outcomes. Learn about pigments, brushes, multi-use items, and where to purchase quality budget friendly items. Register for Ms. Mosley's value packed "All Eyes on You" class and get extensive instructions on how to apply your eye makeup, brows, and lashes.

Mosley

1 class @ 2 hours at Adult Learning Center
3132 (01), Sep 28, 6:00 PM-8:00 PM, Thursday
3132 (02), Dec 7, 6:00 PM-8:00 PM, Thursday

LET'S FACE IT: MAKEUP FOR BEGINNERS

\$36

Do you wish you had the skills of department store makeup artists or YouTube makeup gurus who apply makeup so effortlessly? Let K. Porter, professional makeup artist, walk you through step-by-step methods of applying makeup that best suites you. She will teach you how to apply and transition an easy day look into a glamorous night look. Learn about the tools and techniques to help you master your makeup routine.

PLEASE NOTE: Supply list available online at alc.vbschools.com. Bring supplies to all classes.

Porter

1 class @ 2 hours at Adult Learning Center
3130 (01), Oct 2, 6:30 PM-8:30 PM, Monday
3130 (02), Dec 4, 6:30 PM-8:30 PM, Monday

ALL EYES ON YOU: BEGINNER EYE/EYEBROW MAKEUP APPLICATION

\$59 Senior Price \$46

Do you want to learn how to fill-in or shape your eyebrows like a pro? Or how to apply and blend eyeshadows to create cut creases, smoky or gradient eyes? K. Mosley, professional makeup artist, will help you create stunning eyes that become your main focal point. This class will cover sanitation practices that help preserve makeup, eyebrow, eye makeup and eye lash application. By the end of this course, students will know color compliments and the eyebrow shape that is best for your facial structure. False lash strip application will also be covered during the class for those students who want to create a more elevated eye look. **PLEASE NOTE:** Supply list available online at alc.vbschools.com. Bring supplies to all classes.

Mosley

2 classes @ 2.5 hours each at Adult Learning Center
3133 (01), Oct 10 to Oct 12, 6:00 PM-8:30 PM,
Tuesday & Thursday
3133 (02), Jan 9 to Jan 11, 6:00 PM-8:30 PM,
Tuesday & Thursday





Exploring The Land

Exploring the Land: Herbal Wellness Vickie Shufer is an herbalist and forager with a Master's degree in Therapeutic Herbalism. She teaches classes on how to use edible and medicinal plants for medicine making and wild food cooking. Herbal medicine is vast and complex. These classes are not intended to be a substitute for professional medical advice, diagnosis, or treatment. Always seek the advice of your physician or other qualified health provider with any questions you may have regarding a medical condition or possible contraindications with medications. VBCPS accepts no liability relating to participation in these classes. **The address for classes held at Wild Woods Farm is 4132 Blackwater Road, Virginia Beach, 23457**

NEW! WILD FRUITS OF FIELD & FORESTS \$40

Fruits are the seed-bearing parts of plants and include berries, legumes and nuts. Many of these fruits are not only edible, but provide great health and medicinal benefits. Learn which berries grow wild in our area and how to cook and preserve fruit for future use. Sumac, pawpaws, muscadine grapes and persimmons are a few fruits that begin ripening in September and will be ready to harvest. Sumac-ade will be made for sampling, as well as bean bread or bean salad made from wild beans.

Shufer

1 class @ 2 hours at Wild Woods Farm

3140 (01), Sep 10, 1:00 PM to 3:00 PM, Sunday

NEW! HERBAL SEASONINGS & SPICES \$40

Seasonings and spices add nutrition, flavor, and zest to the foods we eat. Many of these herbs grow wild around us and can be used to season and spice up your food. These herbs come from the leaves, seeds, roots, bark, stems, flowers, or fruits of wild and cultivated herbs. This class will cover plants that grow wild and can be used as seasonings. A prepared dish, using wild herbs, will be available for tasting.

Shufer

1 class @ 2 hours at Wild Woods Farm

3141 (01), Sep 24, 1:00 PM to 3:00 PM, Sunday

NEW! ROOTS & SHOOTS \$40

While many plants are sleeping above the ground, beneath the surface useful and nutritional roots are growing. Evening primrose, dandelions, groundnuts and more will be identified and harvested. The class will gather the shoots of wild greens that are also emerging. Samples will be available for tasting.

Shufer

1 class @ 2 hours at Wild Woods Farm

3142 (01), Oct 15, 1:00 PM to 3:00 PM, Sunday

NEW! SYRUPS, ELIXIRS & FIXERS: RESPIRATORY HEALTH \$40

Prepare for cold and flu season by learning which herbs may boost your immune system and which are best for treating and preventing common colds and flus. Students will learn how to prepare wild ginger syrup and how to blend and prepare herbal infused teas that may be soothing to the respiratory system. Students will learn to make syrups and elixirs for cough and cold remedies. Includes samples to taste and take home. This class will be held at Wild Woods Farm in a shelter setting. Please wear weather appropriate shoes and clothing.

Shufer

1 class @ 2 hours at Wild Woods Farm

3144 (01), Nov 12, 1:00 PM to 3:00 PM, Sunday

NEW! LOTIONS & POTIONS \$40

Join us for an afternoon of self-care. Ms. Shufer will demonstrate how to make lotions and salves for the skin. Learn the soothing and moisturizing benefits of herbs, as well as the physical and mental effects of potions. An herbal walk through the garden will assist you in identifying and harvesting herbs that can be used to make skin remedies and relaxing teas. Students will participate in making a salve and will leave with a sample.

Shufer

1 class @ 2 hours at Wild Woods Farm

3151 (01), Oct 29, 1:00 PM to 3:00 PM, Sunday



Register online today!

alc.vbschools.com

Avoid the disappointment of a canceled class—register early.

American Sign Language

SIGN LANGUAGE 1

\$201 Senior Price \$164

This course is designed for students who have no knowledge of American Sign Language. The topics will cover basic signing vocabulary, finger-spelling, American Sign Language linguistic features, simple phrases, and cultural protocols. Basic American Sign Language conversations will include answering questions, introductions and exchanging personal information, and discussing family, friends, and surroundings.

PREREQUISITE: Student should be fluent in reading and writing the English language.

Freeman

8 classes @ 2 hours each at Adult Learning Center
3730 (01), Oct 2 to Oct 25, 6:30 PM-8:30 PM,
Monday & Wednesday

SIGN LANGUAGE 2

\$177 Senior Price \$140

Expand vocabulary skills and learn to chain signs together. Simple grammatical concepts will be addressed, and we will review all the signing skills in a fun classroom setting. Adapting signs as a means of alternative communication will be incorporated as needed. You will continue to focus on finger-spelling, numbers, structure, syntax and grammar. Learn how to develop the conversational/cultural behaviors necessary to hold a beginning level conversation. **PREREQUISITES:** 3730 Sign Language 1 and/or previous Sign Language experience and knowledge of topics described in Sign Language 1. Textbook from Sign Language 1, Barron's *American Sign Language: A Comprehensive Guide to ASL 1 and 2 with Online Video Practice* ISBN# 9781506263823. Textbook is not available for purchase at the ALC.

Freeman

8 classes @ 2 hours each at Adult Learning Center
3731 (01), Nov 6 to Dec 4, 6:30 PM-8:30 PM,
Monday & Wednesday

Japanese

NEW! NOW YOU'RE TALKING: AN INTRODUCTION TO JAPANESE

\$153 Senior Price \$116

This course for beginners introduces you to Japanese culture and language within the realms of everyday life. Basic Japanese sentence structures are explained with an expectation that you will be able to expand your language skills. **PREREQUISITE:** Proficiency in English.

Murakoshi

8 classes @ 2 hours each at Adult Learning Center
3750 (01), Sep 12 to Oct 31, 6:00 PM-8:00 PM, Tuesday
3750 (02), Nov 14 to Jan 23, 6:00 PM-8:00 PM, Tuesday

1-ON-1 JAPANESE

\$250

Learn Japanese in this 1-on-1 class! Designed for absolute beginners or more experienced individuals. The course will cover basic communications for daily life situations.

Murakoshi

3 classes @ 2 hours each at Adult Learning Center

3752 The instructor will contact you to arrange a meeting time.

Please see 1-on1 class policy on page 38.

Italian

ITALIAN 1

\$189 Senior Price \$152

Learn Italian! This course, designed for absolute beginners, covers greetings and basic communications for daily life situations while exploring the culture. Develop elementary skills in grammar, reading, and writing.

Schaller

8 classes @ 2 hours each at Adult Learning Center

3741 (01), Sep 6 to Oct 25, 6:00 PM-8:00 PM, Wednesday

Advanced English

ENGLISH CONVERSATION 1

\$104

Improve your English conversation skills in this class for advanced English speakers. This course will help students develop their English conversational skills and develop confidence. Students will practice situational dialogue, public speaking, and self-introduction techniques. This course will also help students enhance their one-on-one and group discussions skills by increasing vocabulary, idiomatic expressions, and listening skills. **PREREQUISITE:** Students must be advanced English speakers to register for this class.

Lew

6 classes @ 2 hours each at Adult Learning Center

3748 (01), Oct 3 to Oct 19, 6:00 PM -8:00 PM,

Tuesday & Thursday

3748 (02), Nov 27 to Dec 13, 6:00 PM -8:00 PM,

Monday & Wednesday

NEW! ENGLISH CONVERSATION 2

\$140

This course is for individuals who have taken the English Conversation 1 course and are knowledgeable in theoretical concepts of idioms, consonant digraphs/trigraphs, slang, silent letters and phrasal verbs. This course will focus on speaking exercises and situational vocabulary/jargon. Topics will include mastering speaking and listening, understanding body language, and developing negotiation skills in various situations.

PREREQUISITE: English Conversation 1.

Lew

8 classes @ 2 hours each at Adult Learning Center

3749 (01), Sep 18 to Oct 11, 6:00 PM -8:00 PM,

Monday & Wednesday

3749 (02), Jan 2 to Jan 25, 6:00 PM -8:00 PM,

Tuesday & Thursday

Guitar

NEW! INTERMEDIATE GUITAR PART 2

\$89 Senior Price \$68

This course is a continuation of "Intermediate Guitars Part 1" and focuses on the integration of all previously learned skills and techniques to evoke chord-melody and solo playing. A continued study of the blues is also included. **PLEASE NOTE:** Students must possess a guitar to play and practice. ALC isn't responsible for damage, loss or replacement of your personal instrument. **PREREQUISITE:** 2128 (01) Intermediate Guitar or equivalent knowledge.

Allred

8 classes @ 1 hour each at Adult Learning Center

2129 (01), Sep 7 to Oct 26, 6:30 PM-7:30 PM, Thursday

Acting

LIGHTS, CAMERA, ACTION! BASIC ACTING TECHNIQUES

\$153 Senior Price \$116

Realistic acting is crucial to good drama. The actor must convince you that his experience on stage or film is natural. It's not easy, and not all of us will be professional actors or actresses. However, the techniques for creating good acting are fascinating and helpful in real life. We all need to learn how to "act" in our personal lives as spouses, parents, and friends as well as our professional lives as employees, bosses, and social media content creators. This class introduces basic acting skills to help you communicate better, improve your confidence and improve yourself as an all-around person.

Rosini

8 classes @ 2 hours each at Adult Learning Center

2181 (01), Sep 11 to Oct 4, 6:00 PM-8:00 PM,

Monday & Wednesday



Dance

The benefits of ballroom dancing can change your life!

Ballroom dancing is a wonderful activity that can benefit your mind, body, and soul. How many times have you been at a function and thought, "I would love to command the dance floor and impress others with my skills"? Well, this is your opportunity to develop your dance skills, increase your social skills on the floor, burn calories and strengthen your body's core muscles, and most importantly have fun.

Dance classes are held at Rants Ballroom Company, 3912 Virginia Beach Blvd #102, Virginia Beach 23452

NEW! SALSA FOR BEGINNERS

\$39

This class will progress each week teaching you how to effectively lead and follow, how to stay on rhythm, and how to integrate your moves on the dance floor! This series is created for beginners covering the basics of Salsa. TWO LEFT FEET are welcome! Come by yourself or register with a friend or partner. **PLEASE NOTE:** Please wear comfortable shoes.

Rants Ballroom LLC

4 classes @ 45 minutes each

2172 (01), Sep 7 to Sep 28, 7:30 PM-8:15 PM, Thursday

NEW! COUNTRY TWO-STEP

\$39

Learn to Texas Two-Step to your favorite country songs! Students will learn basic timing and rhythm, lead or follow, and how to spin effortlessly across the dance floor. This series is created for beginners covering the basics of country two-stepping. Come by yourself or register with a friend or partner and have some boot scootin' fun. No boots required. **PLEASE NOTE:** Please wear comfortable shoes.

Rants Ballroom LLC

4 classes @ 45 minutes each

2173 (01), Oct 5 to Oct 26, 7:30 PM-8:15 PM, Thursday

English Language Acquisition (E.L.A.) classes are available for adult non-native speakers of English. Six levels of classes are offered including: reading, writing, speaking, and listening. No appointment needed. Students will enter the program based on class availability, pending a valid test score on program assessments. If classes are full, students will be placed on a waiting list and contacted when openings occur. **A valid, current government-issued picture ID and proof of residency are required at the interview.**

The Adult Learning Center does not provide childcare or transportation.

2023—2024 E.L.A. PROGRAM INTERVIEW INFORMATION

Please check the ALC website for ELA interview dates. Interviews are offered on a walk-in basis. Please call 757-648-6050 if you have any questions.



DAY CLASS SCHEDULES

Monday through Thursday, September 18 to May 16, 8:30 AM - 11:00 AM

Monday through Thursday, September 18 to May 16, 11:30 AM - 2:00 PM

EVENING CLASS SCHEDULES

Monday & Wednesday, September 18 to May 15, 6:30 PM - 9:00 PM

Tuesday & Thursday, September 19 to May 16, 6:30 PM - 9:00 PM.

Classes are held at the Adult Learning Center located at
5100 Cleveland St., Virginia Beach, VA 23462

CLASS FEES:

VIRGINIA BEACH RESIDENTS \$50 registration fee.

NON-RESIDENTS (living in other cities) **\$100** registration/non-resident fee.

Class fees are not refundable.

Call 757-648-6057 for more E.L.A. program information.

2023—2024 A B E / G E D® PROGRAM

Are you interested in improving your reading, language, and math skills while preparing for your G E D® Credential? Please consider enrolling in the Adult Learning Center's Adult Basic Education (A B E) G E D® credentialing program.

The A B E / G E D® program offers day and evening classes at the following times: 8:30-11:00 AM (Monday to Thursday), 12:15-2:45 PM (Monday to Thursday) and 6:30-9:00 PM (Monday and Wednesday). All students (new and returning) who are interested in enrolling in A B E/ G E D® day or evening classes are required to attend a placement evaluation. Students who are eligible for G E D® classes based on their placement test scores will need to attend an orientation session to complete the registration process.

At placement testing, students will take the Test of Adult Basic Education (TABE). TABE scores are used to determine the levels of math and reading classes in which students are placed to help them prepare to take the G E D® exam. The TABE test takes approximately four (4) hours. Students will receive a copy of their TABE scores via email and will be notified by the ALC staff regarding their eligibility to take classes.

Orientation sessions, testing, and classes are held at the ALC located at 5100 Cleveland Street, Virginia Beach, 23462.

A valid, current government-issued picture ID for proof of age and identity is required.

Open to adults age 18 and older who are not enrolled in private or public high school.



**If interested, please contact
Elizabeth Herlong, Adult Academic
Coordinator, at 757-648-6050.**

DAY CLASS SCHEDULE: Monday through Thursday, September 18 to May 16

EVENING CLASS SCHEDULE: Monday & Wednesday, September 18 to May 15

DAY CLASS FEES: VIRGINIA BEACH RESIDENTS \$30 registration fee.
NON-RESIDENTS (living in other cities) \$40 per month

EVENING CLASS FEES: VIRGINIA BEACH RESIDENTS \$30 registration fee.
NON-RESIDENTS (living in other cities) \$30 rper month

Class fees are not refundable.



To take the G E D® Test: Create an account and register online at www.GED.com

PLEASE NOTE: Individuals do not need to be enrolled in A B E/ G E D® classes to take the G E D® test. Anyone interested in taking the G E D® test can create a free account at www.GED.com. The website provides free resources and information about how to schedule a G E D® test that can be taken online or in person. The G E D® test is offered in both English and Spanish. A valid, current, government-issued picture ID is required for G E D® testing.

Questions about the G E D® Test? Call 1-877-392-6433 or email help@ged.com

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The Adult Learning Center follows Virginia Beach City Public Schools rules and regulations for all schools. This facility is a non-smoking, drug-free environment. Students are expected to adhere to School Board policies.

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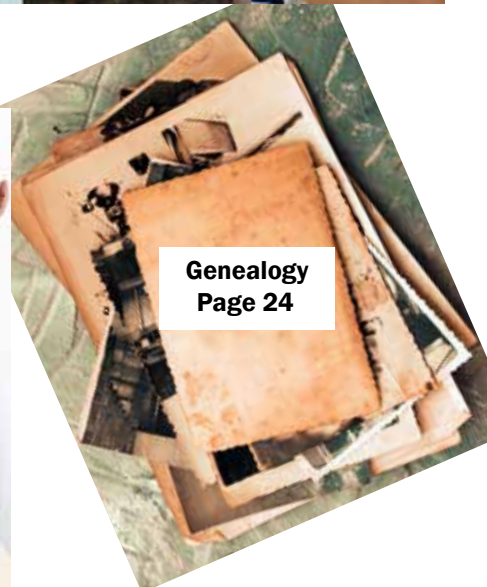
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1-ON-1 CLASSES ARE AVAILABLE THROUGHOUT THE SEMESTER

Register by mail or in person at the Adult Learning Center. Once you have scheduled course times with the instructor, the ALC requires 24 hours' notice to cancel a course meeting time. If notice is not given, you will forfeit that meeting time and it will not be rescheduled. All classes must be completed within one month of scheduled first class and/or before the semester ends. Written documentation is required for an extension to be granted due to unforeseen circumstances. This applies to all 1-on-1 classes in the catalog.



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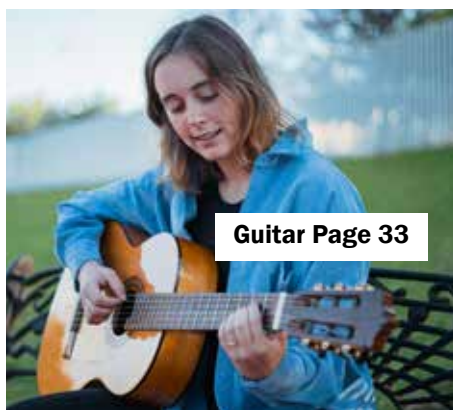
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**Avoid the disappointment of a canceled class,
register early!**

Register online today at alc.vbschools.com



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COMMUNITY EDUCATION REGISTRATION FORM

Accurate phone and email information will allow us to contact you about unforeseen date or time changes.

STUDENT NUMBER LAST NAME FIRST NAME MI

STREET ADDRESS CITY

STATE ZIP EMAIL

☐ Please check if you are a SENIOR Citizen (60 or older)

BIRTH DATE (To verify ADULT/SENIOR status) MM - DD - YYYY

GENDER
☐ M ☐ F

HOME PHONE WORK PHONE CELL PHONE

☐ Check this box only if you do not wish to receive emails about our upcoming courses!

COURSE NUMBER	COURSE TITLE	START DATE	START TIME	LOCATION	FEE

Additional \$12 per course for non-Virginia Beach Residents

Mail to ALC, 5100 Cleveland St.
Virginia Beach, VA 23462

Fax to 757-648-6078

TOTAL

☐ CASH - Bills over \$ not accepted

☐ MONEY ORDER

☐ CHECK - Payable to ALC

☐ DISCOVER

☐ MASTERCARD

☐ VISA

PRINT Cardholder's Name (as it appears on card)

Card Number - - - Exp. Date /

Cardholder's Signature Three Digit Security Code (on back of card)

WITHDRAWAL/TRANSFER POLICY: Student-initiated transfers and withdrawals will be assessed a \$15 processing fee. Withdrawals must be submitted in writing five days before the class start date to be eligible for refund. Allow two weeks for processing. No refunds are issued once class has started or if you fail to attend class.

OFFICE USE ONLY

Office Receipt Number Amount Paid Initials Date

Check Credit Card Cash Money Order

Bookkeeper Receipt Number



Adult Learning Center
5100 Cleveland Street
Virginia Beach, VA 23462

The power to change is in your hands!



Adult Learning Center
Virginia Beach

Next Catalog January 2024

