Welcome to Miami Dade College’s School of Continuing Education and Professional Development (SCEPD).

Our programs serve Greater Miami-Dade County and beyond. We offer high-quality classroom and online courses for adults and summer camps for children. SCEPD provides the latest workforce programs you need to advance your career including customized courses tailored to meet your company’s needs. Whether you are interested in the arts or athletics, we offer a variety of courses for you and your family’s personal enrichment. There is something for everyone.

Visit one of our eight campuses to meet our team and learn more about our programs!

VISION
To be the premier provider of diverse life-long learning and workforce development experiences for the community.

MISSION
The School of Continuing Education and Professional Development’s (SCEPD) mission is to create high-quality workforce training, adult education programs, and personal enrichment courses that are accessible to the community. SCEPD provides innovative educational experiences that are responsive to the needs and interest of the industry and life-long learners of all ages.

CLASS LOCATIONS
Unless otherwise noted, classes meet at MDC North Campus (address above).

Fees are subject to change without notice.
PROFESSIONAL AND WORKFORCE TRAINING

ACCOUNTING APPLICATIONS

QuickBooks 2015 Level 1
Learn how QuickBooks makes it easy to set up a chart of accounts, reconcile your checking account, create and print invoices, receipts, and statements; track your payables, inventory, and receivables; create estimates and generate reports. $325 | 24 Hours

QuickBooks Level 1
Learn how QuickBooks makes it easy to set up a chart of accounts; reconcile your checking account; create and print invoices, receipts and statements; track your payable, inventory and receivables; create estimates and generate reports. $325 | 24 Hours

QuickBooks Nivel 1
En esta clase de QuickBooks obtendrá el conocimiento necesario para empezar a utilizar este increíble programa de contabilidad. Usted aprenderá a establecer un plan de cuentas, reconciliar su cuenta de cheques, crear e imprimir facturas, recibos y declaraciones, estar al tanto de sus cuentas por pagar, inventarios y cuentas por cobrar y también a crear presupuestos e informes. La clase es dictada en español. El programa y el libro que se utilizan para la clase son en inglés. $315 | 24 Hours

ACCOUNTING, BOOKKEEPING & OFFICE SKILLS

Bookkeeping - Level 1
Good record keeping is essential for your business. Learn how to record journal entries and produce financial statements. (Prerequisite for Certified Bookkeeper Exam Preparation Course). $159 | 20 Hours

INSURANCE INDUSTRY

Accredited Claims Adjuster State Designation Pre-Licensing Course (6-20/3-20)
This 40-hour state designation course is approved by the Florida Department of Financial Services (FLDFS) for company (6-20) and independent (3-20) adjusters. All of the students take an end-of course exam; however, only the ACA students are exempt from the state exam. Upon completion of the course, the ACA students will be eligible to apply for the state license. The book is required on the first day of class and must be purchased at the campus bookstore: Accredited Claims Adjuster Study Manual, latest edition. $509 | 40 Hours

Public Adjuster and ACA State Designation Pre-Licensing Course (3-20/6-20)
This 50-hour course will prepare students for the public adjuster (3-20) state examination. Participants must complete the 40-hour ACA State Designation course, the apprenticeship requirements and pass the state examination to qualify for the public adjuster license. The book is required on the first day of class and must be purchased at the campus bookstore: Accredited Claims Adjuster Study Manual, latest edition. This course includes 10 hours of state exam preparation. For more information, refer to http://www.myfloridacfo.com/Agents/Licensure/General/docs/31-20.htm. $659 | 50 Hours

Title Agent Pre-Licensing Course (4-10) - State ID# 3431
This 40-hour course is required by the state for individuals interested in becoming licensed title agents. Title Agents handle real estate closings. This course is approved by the Florida Department of Financial Services (FLDFS). The book is required. For information regarding your state exam and license, visit: www.myflorida.com/Division/Agents $489 | 40 Hours

REGISTER EARLY!
Our classes are scheduled based on demand. We recommend registering at least one week before the start of the class to secure your enrollment. Register for your class today!

The cost of these non-credit programs is not funded by the State of Florida. The fees charged to students cover the cost of instruction.
PREOFESSIONAL AND WORKFORCE TRAINING

PERSONAL AND PROFESSIONAL DEVELOPMENT

Notary Public Workshop
The Notary Public class is designed to prepare students to be commissioned as a Florida Notary Public. Students will learn the following: Florida Notary laws, powers and limitations, qualifications and application requirements, form completion requirements, required fees, oaths and acknowledgments, duties, procedures and ethics.

$65 | 3 Hours
10473 2/8  Sa  9 a.m. - Noon
11759 4/18  Sa  9 a.m. - Noon

Parking Enforcement Specialist (PEST)
The course provides information on state and local ordinances that govern parking, how to communicate with the public and via a radio with the agency. In addition, the student learns how to operate an official agency vehicle and check the vehicle for safety. The third main area of study is how to prepare for court. Upon successfully passing of training test, the student will receive a certificate of completion.

$95 | 16 Hours
11410 2/1 - 2/2  SaSu  8:30 a.m. - 4:30 p.m.
11411 4/4 - 4/5  SaSu  8:30 a.m. - 4:30 p.m.

Signing Agent Workshop
You must be a Notary Public to become a Signing Agent. Students completing the course will be able to perform the functions of Mobile Notaries or Signing Agents, who are used by lenders to handle mortgage closings. Signing Agents are not Title Agents.

$95 | 3 Hours
10484 3/21  Sa  9 a.m. - Noon

REAL ESTATE INDUSTRY

Home Inspection Pre Licensing Provider #0002375 (State Course ID No. 0000004)
This 120-hour pre-licensing home inspection course is approved by the state. Students successfully taking this course receive a certificate of completion, which will qualify them to take the state exam. The course covers the following components of a home, per Florida Statutes: Structure, electrical system, HVAC system, roof covering, plumbing system, interior components, exterior components and site conditions. Students must attend 100% of the hours to receive their certificate. Students who miss a class must register and pay for a make-up class. This class includes 80 face-to-face hours and 40 hours of field inspection. Book is required on the first day of class.

$819 | 120 Hours

Principles of Home Inspection – Field Inspections Provider #0002375 (ID# 0000031)
This is a 40-hour field inspection course. It consists of inspecting homes and writing the reports on these inspections. Miami Dade College students must complete both portions of the course (online portion and field inspection portion) to sit for the state exam. Space for this course is limited.

$779 | 40 Hours

Real Estate Exam Retake
This course is for students retaking the end-of-course exams.

$18 | 3 Hours
10736 4/21  Tu  6:30 – 9:30 p.m.

Real Estate Sales Associate License Exam Preparation - Book Included
This 63-hour state-required course will prepare you to sit for the state exam. Textbook included: Florida Real Estate Principles, Practices and Law, latest edition.

$397 | 63 Hours
11458 2/18 – 4/21  TuTh  6:00 – 9:30 p.m.

Repeat - Real Estate Sales Associate License Exam Preparation
This course is designed for students who have taken and failed the end-of-the-course exam twice and need to repeat the entire course. This is a requirement of the Florida Real Estate Commission.

$158 | 63 Hours
11676 2/18 – 4/21  TuTh  6:00 – 9:30 p.m.

M=Monday (Lunes) Tu=Tuesday (Martes)
W=Wednesday (Miércoles) Th=Thursday (Jueves)
F = Friday (Viernes) Sa=Saturday (Sábado)
Su=Sunday (Domingo)
TAX PREPARATION

Corporate Income Tax Preparation
This course provides participants with an understanding of the principles and limitations of corporate income taxes. Particular emphasis will be directed to the unitary business principle, the determination of apportionment income, the apportionment formula, combined reporting and various other issues associated with income attribution and apportionment. It includes the following topics: pre-audit procedures, conducting unitary investigations, computing combined income, analyzing business/non-business income issues, computing state modifications, computing the combined apportionment factor, computing net operating losses and analyzing nexus issues.
$159 | 20 Hours
11495 3/28 - 4/25 Sa 9 a.m. - 2 p.m.

Personal Income Tax Preparation
Learn the fundamental requirements for filing a personal income tax return. Topics include requirements for filing an income tax return, dependents, taxable and nontaxable income, deductions and exemptions and tax credits. After completing this course, students will be able to complete a typical federal income tax return for individual taxpayers. This class does not use or cover any specific tax preparation software.
$159 | 20 Hours
11184 1/25 - 2/22 Sa 9 a.m. - 2 p.m.

THE NONPROFIT INSTITUTE

Finding the Right Funder and Partners for Grant Proposals
Students will acquire the hands-on experience and skills to identify grant funding sources. This course will cover identifying funding opportunities, matching funder preference with site needs, assessing organizational capacity, conducting research to support grant writing process and creating broad community partnerships.
$125 | 6 Hours
12704 3/21 Sa 8:30 a.m. - 3:00 p.m.

Grants and Proposals Concept Development
Students will acquire the hands-on experience and skills to develop grant and proposals concept paper which are the foundation to a successful grant. This course will cover identifying a problem, conducting a literature review and identifying best practices; determining strategies and solutions, identifying partnerships and establishing collaborative relationships and developing the concept paper.
$145 | 8 Hours
12701 1/25 - 2/1 Sa 8:30 a.m. - 12:30 p.m.

TYPES OF GRANT AND PROPOSALS

Types of Grant and Proposals
Students will acquire the hands-on experience and skills to compare grant funding. This course will cover learning about the different types of grants and comparing funding sources: local, state, federal, private and corporate.
$175 | 10 Hours
12705 4/18 - 4/25 Sa 8:30 a.m. - 1:30 p.m.

Writing Winning Grant Proposals
Students will acquire the hands-on experience and skills to write winning grant proposals. This course will cover creating templates for letters of commitment, creating an outline for a grant proposal, customizing existing templates for common grant sections, creating a budget, avoiding common proposal weaknesses, acting as a liaison to funding agency during proposal development and evaluating grant proposals.
$195 | 12 Hours
12703 2/22 - 3/7 Sa 8:30 a.m. - 12:30 p.m.

CONSTRUCTION INDUSTRY

OSHA 10 for the Construction Industry
This OSHA authorized course will cover OSHA standards, teach safety awareness, and help employees and employers reduce the risk of job site hazards. Students who successfully complete the course will receive an OSHA 10-hour completion card and a completion certificate via email.
$95 | 10 Hours
12683 2/22 - 2/29 Sa 8:30 a.m. - 1:30 p.m.

OSHA 30 for the Construction Industry
This is a comprehensive safety program designed for anyone involved in the construction industry. Specifically devised for safety directors, foremen, and field supervisors, the program provides complete information on OSHA compliance issues. A wallet card and a certificate will be issued certifying that the student has completed 30 hours of OSHA training for the construction industry.
$225 | 30 Hours
11467 3/28 - 4/19 SaSu 8:30 a.m. - 1:30 p.m.

FORKLIFT CERTIFICATION

Forklift Certification
Students will be required to watch a FL-OSHA State compliance video on safety rules and regulations. Answer a 40 questions written test and receive comprehensive hands-on forklift training.
$99 | 3 Hours
13553 1/25 Sa 9 a.m. - Noon
13554 2/22 Sa 9 a.m. - Noon
13555 3/21 Sa 9 a.m. - Noon
13556 4/18 Sa 9 a.m. - Noon

REGISTER EARLY!
Our classes are scheduled based on demand. We recommend registering at least one week before the start of the class to secure your enrollment. Register for your class today!
CHILD CARE TRAINING

CHILD CARE IN-SERVICE & CEUS

Florida Child Care Professional Credential (FCCPCII)
Complete su preparación finalizando el segundo curso del programa. Las 120 horas de estudio junto a las 480 horas de prácticas apropiadas en un centro licenciado de cuidado infantil o un centro en el hogar más la aprobación de la evaluación final ayudará al estudiante a obtener el Florida Child Care Professional Credential. Aprobar el curso de FCCPC I es un prerequisito para tomar este curso.

$439 | 60 Hours
13842 1/25 - 4/25 Sa 8:30 a.m. - 1:30 p.m.

Operación de un Centro Infantil (Credencial de Director)
El Estado de la Florida requiere que se complete este curso aprobado por el Departamento de Niños y Familias para otorgarles el nivel 1 de Credencial de Director del Estado de la Florida. Este curso dirigido a administradores de centros infantiles le permitirá a mejorar su rol de líder y de implementación de programas de educación temprana, abordando en el mismo, temas de estudio tales como: liderazgo organizativo, administración de programas, asuntos legales y financieros.

$389 | 45 Hours
13446 2/1 - 4/25 Sa 8:30 a.m. - 1:30 p.m.

Taller para Matrícula Electrónica
Este curso está diseñado para que personas que trabajen con niños se familiaricen con la página web del estado, para que aprendan como crear sus propias cuentas de correo electrónico y su archivo personal en el sistema de DCF.

$19 | 2 Hours
12760 4/6 M 4 - 6 p.m.
12761 1/25 Sa 8 - 10 a.m.
12762 3/14 Sa 8 - 10 a.m.

10 Horas de Prácticas Apropiadas para Ninos con Necesidades Especiales
Curso requerido para personas que trabajan con niños incapacitados incluye técnicas para integrar a estos niños en sus respectivos programas educacionales. Requisito para la Credencial de Director. Libro se distribuye en clase. El costo del libro está incluido en el precio de la clase.

$99 | 10 Hours
11894 4/18 - 4/25 Sa Noon - 5 p.m.

10 Hours Special Needs - Appropriate Practices
This course is intended to help child care professionals provide care to children who have disabilities, developmental delays, or intellectual gifts. The course includes an overview of the knowledge and skills that will help providers work with children, information about support network services available and assists providers in learning how to comply with federal and state laws.

$99 | 10 Hours
10659 2/1 - 2/8 Sa Noon - 5 p.m.

30 Horas de Cuidado Infantil en un Centro
Primero curso para trabajadores en centros de cuidado infantil. El requisito de las 45 horas consiste de este curso de 30 horas introductorias, un curso de 10 horas de especialidad que también están incluidos en este horario de clases (infantes-párvulos, preescolares, niños de edad escolar, o niños con necesidades especiales) y un curso de cinco horas sobre el desarrollo del lenguaje. Libro se distribuye en clase. El costo del libro está incluido en el precio de la clase.

$199 | 30 Hours
10957 1/25 Sa 10:30 a.m. - 3:30 p.m.
10958 2/1 - 3/7 Sa 8:30 a.m. - 1:30 p.m.
10959 3/14 Sa 8:30 a.m. - 1:30 p.m.
10960 3/21 - 4/25 Sa 8:30 a.m. - 1:30 p.m.
10961 4/6 - 4/23 MtTuWTh 6:30 - 9:00 p.m.

30 Hours Child Care Facility Personnel Training
The first course for child care personnel working in a child care facility. The state’s 45-hour training requirement consists of basic training, a five-hour specialized training, (infant-toddler, preschooler, or school-age), a five-hour UDAP (Understanding Developmentally Appropriate Practices) course and a five-hour literacy in-service component. Book is included.

$199 | 30 Hours
10576 1/11 Sa 10:30 a.m. - 3:30 p.m.
10577 1/25 - 2/29 Sa 8:30 a.m. - 1:30 p.m.
10578 3/14 Sa 10:30 a.m. - 3:30 p.m.
10579 3/21 - 4/25 Sa 8:30 a.m. - 1:30 p.m.
10580 4/13 - 4/30 MiLuWh 6:30 - 9:00 p.m.
Niños de Edad Preescolar
Entrenamiento para trabajadores de centros de cuidado infantil especializados en programas adecuados para niños de 3 a 5 años de edad. El libro está incluido.

$49 | 5 Hours
11770 3/7 - 3/14 Sa 2:00 - 4:30 p.m.

5 Hours Preschool Appropriate Practices
Training for before and after-school care personnel to implement a curriculum specific for children, ages 3 through 5. Book is included.

$49 | 5 Hours
13140 4/13 - 4/14 TuW 6:30 - 9:00 p.m.

5 Hours School-Age Appropriate Practices
Training for before and after-school care personnel to implement a program for children, ages 5 through 12. Book is included.

$49 | 5 Hours
11770 3/7 - 3/14 Sa 2:00 - 4:30 p.m.

5 Hours Infant-Toddler Appropriate Practices
Trains child care personnel to implement a curriculum specific for children, birth to age 3. Book is included.

$49 | 5 Hours
10597 4/18 Sa Noon - 5 p.m.
10594 1/11 - 1/25 Sa 2:00 - 4:30 p.m.
TOEFL EXAM PREPARATION

Preparation Course for the TOEFL iBT
Students will prepare to meet the challenge of the new iBT TOEFL which involves an integrated approach to reading, listening, speaking, and writing tasks specific to an academic context. Included in the necessary skill sets are note taking and the synthesizing, paraphrasing, and summarizing of spoken and written information.

$175 | 28 Hours
12431 2/1 – 3/21 Sa 9 a.m. – 1 p.m.

TECHNOLOGY INSTITUTE

DIGITAL MARKETING AND GRAPHIC DESIGN

Adobe Photoshop – Basic
Photoshop is the most powerful image editing program used for all design industries, from photography and magazines, to advertising and film. This introductory course will guide you through Photoshop’s essentials - the interface, navigation, selections, layers and channels. Hands-on lessons will help develop basic knowledge of image production such as resolution and image size, selection techniques, color models, shortcuts and tips for enhancing productivity. (Textbook and USB drive required).

$209 | 10 Hours
13185 2/1 – 2/29 Sa 9:00 – 11:30 a.m.

Adobe Photoshop – Intermediate
Take your Photoshop knowledge to the next level by learning tools and techniques for creating and retouching images. Learn how to use layers, image manipulation and effects. Students will have real world exercises in image production and retouching. Subjects such as color correction, photo-restoration, automation, ad production and web graphics will be covered. (Textbook and USB drive required).

$209 | 10 Hours
13209 3/7 – 3/28 Sa 9:00 – 11:30 a.m.

MICROSOFT® OFFICE SUITE

Microsoft Excel for Businesses
Learn the basics of this application including the use of formulas, basic mathematical functions and formatting and how to apply it to keep your business finances in order.

$279 | 24 Hours
12294 2/1 – 3/14 Sa 9 a.m. – 1 p.m.

Microsoft Office Basic: Word, Excel and PowerPoint
Learn the basics of Word, Excel and PowerPoint including techniques to merge and import documents with other MS Office modules. This new version will encourage users to share data via the cloud for an easier and accessible experience. (Textbook required)

$279 | 24 Hours
11932 3/14 – 4/25 Sa 9 a.m. – 1 p.m.

NEW TECHNOLOGY USERS

Computers and Windows 10
If you have never used a computer before, this is the right class for you! This class will teach the basics of hardware and software as well as to fully navigate the Windows Operating System. Learn the new features of Windows 10. The program is designed to unify the operating systems of personal computers, Windows phones, Windows Embedded and Xbox One product families. Next Suggested Class - MS Windows 10 - Advanced.

$189 | 15 Hours
12646 2/1 – 3/7 Sa 9:00 – Noon

VIDEO EDITING

Adobe Premiere Pro - Basic
Learn how to create digital movies containing video, audio, transitions, special effects and export a movie in Quick Time format. (Textbook required).

$209 | 10 Hours
13186 4/4 – 5/2 Sa 9:00 – 11:30 a.m.

Production Assistant Bootcamp
This hands-on, rigorous, job training course will prepare students for work as production assistants in the film, television, and entertainment industry. This “bootcamp” will take place over one weekend of two, 8-hour days. Upon completion of the course, students will earn an official certificate of completion, which is recognized by the official sponsor of the course, the Miami-Dade County Office of Film & Entertainment.

$400 | 16 Hours
13858 2/22 – 2/23 Sa-Su 8:30 a.m. – 5:00 p.m.

WEB DESIGN

Creating WordPress Websites
Discover how to build content management websites and blogs with WordPress.org. Content management lets you control your own site by providing an easy-to-use online administrative area that makes creating and updating content as simple as sending an email—no coding required! Your online visitors will be able to comment on your articles, fill out forms and applications, buy your products and even make appointments. If you want to build or maintain a professional WordPress website with great functionality, this course is for you.

$239 | 24 Hours
12729 3/7 – 4/18 Sa 9 a.m. – 1 p.m.

THE LANGUAGE CENTER AT THE NORTH CAMPUS

ENGLISH PROGRAM

English Conversation 1
Beginning class to develop basic communication skills through theme-based grammar exercises and role-play interaction in class.

$135 | 28 Hours
11188 3/14 – 4/18 Sa 9 a.m. – 1 p.m.

English Conversation 2
Intermediate class to develop basic communication skills through theme-based grammar exercises and role-play interaction in class.

$135 | 28 Hours
11191 3/14 – 4/18 Sa 9 a.m. – 1 p.m.

REGISTER EARLY!

Our classes are scheduled based on demand. We recommend registering at least one week before the start of the class to secure your enrollment.

Register for your class today!
The **freedom** of doing it online

Take classes wherever you are and on your own time! We have partnered with leading online training vendors to offer you a varied schedule of online classes. We invite you to visit our website at [mdc.edu/ce/online](http://mdc.edu/ce/online) to review our most current offerings. Can’t find what you are looking for? Please give us a call at **305-237-2543**, so we can assist you in finding the right class for you.

- Foreign Languages
- Graduate Exam Preparation
- Health Care Courses
- Income Tax Preparation
- Microsoft Certifications
- Photography
- Real Estate
Intensive English 1
Some knowledge of English is recommended. You will build on your basic knowledge and improve your ability to speak and understand simple sentences in spoken and written English. You will understand structures for simple present, present continuous and simple past tenses in affirmative, negative and interrogative sentences.

$199 | 56 Hours
10466 1/13 – 3/9 MW 6:00 – 9:45 p.m.
10467 3/11 – 4/29 MW 6:00 – 9:45 p.m.

Intensive English 2
Learn to carry on simple conversations and read and write using more complex structures. You will learn to use past continuous and future tenses, as well as adjectives and adverbs.

$199 | 56 Hours
10469 1/13 – 3/9 MW 6:00 – 9:45 p.m.
10470 3/11 – 4/29 MW 6:00 – 9:45 p.m.

Intensive English 3
Learn to express yourself well by using a variety of verb tenses and phrasal verbs. You will understand and use the present and past perfect tenses.

$199 | 56 Hours
10544 1/14 – 3/3 TuTh 6:00 – 9:45 p.m.
10545 3/10 – 4/30 TuTh 6:00 – 9:30 p.m.

Intensive English 4
Review structures from previous levels and learn more sophisticated structures. You will practice the passive voice, embedded questions, tag questions, reported speech and modals.

$199 | 56 Hours
10551 1/14 – 3/3 TuTh 6:00 – 9:45 p.m.
10553 3/10 – 4/30 TuTh 6:00 – 9:30 p.m.

Intensive English 5
In this advanced level course you will continue to develop your English language skills through speaking, listening, reading and writing activities. Additional vocabulary will be introduced.

$199 | 56 Hours
12969 1/14 – 3/3 TuTh 6:00 – 9:45 p.m.
13535 3/10 – 4/30 TuTh 6:00 – 9:30 p.m.

Spanish Conversation - Beginners
Learn the essential techniques of conversational Spanish in this course which includes an emphasis on vocabulary development, idiomatic expressions and pronunciation. Role-playing and group activities to prepare you for daily conversational situations. You will learn to communicate in Spanish as it is used by ordinary native speakers while also becoming accustomed to the way native speakers speak in real (casual) Spanish dialogue. All explanations are followed by examples of and in practical Spanish language.

$139 | 28 Hours
10754 1/11 – 3/7 Sa 9 a.m. – 1 p.m.
10755 3/14 – 5/2 Sa 9 a.m. – 1 p.m.

Spanish Conversation - Intermediate
Continue practicing Spanish dialogues while reinforcing skills such as expressing ideas, needs and wants. In this conversational course you will engage in role-play and dialogue exercises that mimic everyday situations.

$149 | 28 Hours
11460 11/1 – 3/7 Sa 9 a.m. – 1 p.m.
12645 3/14 – 5/2 Sa 9 a.m. – 1 p.m.

THE ARTS
MUSIC PROGRAMS
55+ Guitar for Adults
Play the guitar and learn the basic chord patterns and rhythm techniques to apply to different music styles in this friendly and relaxing group class. Course topics include picking techniques, guitar tuning and learning to play two songs. Must be 55 years old or older to enroll in this class.

$87 | 18 Hours
11022 1/25 – 5/2 Sa 2:00 – 3:40 p.m.

55+ Piano Adult Group
Enjoy the challenge of learning the piano in a group setting and share the development of the performing arts. Play the piano and read music while you develop a taste for music appreciation and an improvement in manual dexterity. Must be 55 years old or older to enroll in this class.

$87 | 18 Hours
11579 1/25 – 5/2 Sa 2:00 – 3:40 p.m.

Akademia Precollege Studies
Akademia is a gradual and outstanding 10-year music educational training program for young artists at the pre-college level. The program is created under the curriculum model of European conservatories and provides a nurturing environment for kids aged 7 to 18 working together with exceptional faculty and acclaimed guest artists.

$360 | 14 Hours
10977 1/11 – 5/2 Sa 10:30 – 11:30 a.m.

Guitar - Adults (Intermediate)
Continue playing the guitar and learn more complex chord patterns and rhythm techniques that can be applied to different music styles in this friendly and relaxing intermediate level course.

$93 | 9 Hours
11085 3/21 – 5/2 Sa 10:00 – 11:40 a.m.

Guitar Adult - Intermediate
$153 | 18 Hours
11026 1/25 – 5/2 Sa 10:00 – 11:40 a.m.
Guitar Adult Group
In this class, the student will learn holding, tuning and parts of the guitar. Fundamentals of the right and left hand, review note reading and rhythms, chords, rhythm guitar, how to play a melody and major scale construction.

$153 | 18 Hours
11024 1/25 – 5/2 Sa 2:00 – 3:40 p.m.

Guitar for Adults
Play the guitar and learn the basic chord patterns and rhythm techniques to apply to different music styles in this friendly and relaxing group class. Course topics include picking techniques, guitar tuning and learning to play two songs.

$93 | 9 Hours
11023 3/21 – 5/2 Sa 2:00 – 3:40 p.m.

Guitar Kids Group (Ages 8 – 15)
This class is designed to help students learn basic chord patterns, picking techniques, two songs and how to tune your guitar. Students will learn which basic chord patterns and rhythm techniques can be applied to different music styles.

$93 | 9 Hours
13817 1/25 – 3/7 Sa Noon – 1:40 p.m.
13816 3/18 – 5/2 Sa Noon – 1:40 p.m.
1353 $153 | 18 Hours
13524 1/25 – 5/2 Sa Noon – 1:40 p.m.

Piano - Adult Group
Learn the basics of playing the piano in a friendly group of fellow beginners. Small class sizes allow for a high level of personal attention. Classes fill up fast, so register early. Great for building a foundation for future music study on any instrument.

$93 | 9 Hours
11580 3/21 – 5/2 Sa 2:00 – 3:40 p.m.

Piano Adult Group
Learn the basics of playing the piano in a friendly group of fellow beginners. Small class sizes allow for a high level of personal attention. Classes fill up fast, so register early.

$153 | 18 Hours
11025 1/25 – 5/2 Sa 2:00 – 3:40 p.m.

Piano Group (Ages 8 – 15)
This class is offered to young people between the ages of 8 and 15 years. They will obtain the following skills: Read simple music notation, sing as they play pieces, play five finger positions in different keys, recognize intervals: melodic & harmonic, recognize and play simple chords, recognize and learn the meanings of basic music, symbols and vocabulary.

$153 | 18 Hours
13525 1/25 – 5/2 Sa Noon – 1:40 p.m.

PRIVATE MUSIC LESSONS
Work one-to-one with a teacher for a weekly half-hour or one-hour lesson.

Private lessons are taught at all skill levels. Lessons are scheduled on an individual basis, contingent upon teacher availability and student preferences of weekly lesson time.

Please call the department after you register to set up an appointment for your lessons.

Guitar

$572 | 14 Full-Hour (14 Hours)
11613 1/25 – 5/2 Sa By Appointment
$315 | 14 Half-Hour (7 Hours)
11612 1/25 – 5/2 Sa By Appointment
$315 | 7 Full-Hour (7 Hours)
11611 1/25 – 5/2 Sa By Appointment
$180 | 7 Half-Hour (3.5 Hours)
11610 1/25 – 5/2 Sa By Appointment

Piano

$572 | 14 Full-Hour (14 Hours)
11621 1/21 – 5/2 MtuWThFsSa By Appointment
$315 | 14 Half-Hour (7 Hours)
11635 1/21 – 5/2 MtuWThFsSa By Appointment
$315 | 7 Full-Hour (7 Hours)
11619 1/21 – 5/2 MtuWThFsSa By Appointment
$180 | 7 Half-Hour (3.5 Hours)
11620 1/21 – 5/2 MtuWThFsSa By Appointment

Violin

$572 | 14 Full-Hour (14 Hours)
11617 1/25 – 5/2 Sa By Appointment
$315 | 14 Half-Hour (7 Hours)
11616 1/25 – 5/2 Sa By Appointment
$315 | 7 Full-Hour (7 Hours)
11615 1/25 – 5/2 Sa By Appointment
$180 | 7 Half-Hour (3.5 Hours)
11614 1/25 – 5/2 Sa By Appointment

Voice

$572 | 14 Full-Hour (14 Hours)
11624 1/25 – 5/2 Sa By Appointment
$315 | 14 Half-Hour (7 Hours)
11618 1/25 – 5/2 Sa By Appointment
$315 | 7 Full-Hour (7 Hours)
11623 1/25 – 5/2 Sa By Appointment
$180 | 7 Half-Hour (3.5 Hours)
11622 1/25 – 5/2 Sa By Appointment

Other Instruments

$572 | 14 Full-Hour (14 Hours)
11018 1/21 – 5/2 MtuWThFsSa By Appointment
$315 | 14 Half-Hour (7 Hours)
11017 1/21 – 5/2 MtuWThFsSa By Appointment
$315 | 7 Full-Hour (7 Hours)
11016 1/21 – 5/2 MtuWThFsSa By Appointment
$180 | 7 Half-Hour (3.5 Hours)
10978 1/21 – 5/2 MtuWThFsSa By Appointment

THEATER

ñ Actors Arena - Beginners
El curso está compuesto de ejercicios de memoria sensorial y emocional, improvisaciones, trabajos de monólogos y escenas.

$108 | 18 Hours
12756 2/4 – 3/10 Tu 7 – 10 p.m.
12757 3/17 – 4/21 Tu 7 – 10 p.m.

ñ Actors Arena - Advanced
¿Quieres ser actor? Únete a nosotros. En este curso intensivo de teatro te prepararás técnicamente para afrontar una producción teatral y serás parte activa del movimiento teatral de nuestra ciudad.

$108 | 18 Hours
12758 2/5 – 3/11 W 7 – 10 p.m.
12759 3/18 – 4/22 W 7 – 10 p.m.

The cost of these non-credit programs is not funded by the State of Florida. The fees charged to students cover the cost of instruction.
## COURT-APPROVED COURSES

### PARENTING AND FAMILY COURSES

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
<th>Days</th>
<th>Times</th>
<th>Fee</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curso de Educacion y Estabilizacion Familiar (CODP)</td>
<td>13575</td>
<td>Sa</td>
<td>9 a.m. - 1 p.m.</td>
<td>$41</td>
<td>4 Hours</td>
</tr>
<tr>
<td>KIDS (SandCastles Program) 11-13 yrs</td>
<td>13993</td>
<td>Sa</td>
<td>9 a.m. - 1 p.m.</td>
<td>$41</td>
<td>4 Hours</td>
</tr>
<tr>
<td>KIDS (SandCastles Program) 14-17 yrs</td>
<td>13995</td>
<td>Sa</td>
<td>9 a.m. - 1 p.m.</td>
<td>$41</td>
<td>4 Hours</td>
</tr>
<tr>
<td>KIDS (SandCastles Program) 6-7 yrs</td>
<td>13997</td>
<td>Sa</td>
<td>9 a.m. - 1 p.m.</td>
<td>$41</td>
<td>4 Hours</td>
</tr>
<tr>
<td>KIDS (SandCastles Program) 8-10 yrs</td>
<td>13999</td>
<td>Sa</td>
<td>9 a.m. - 1 p.m.</td>
<td>$41</td>
<td>4 Hours</td>
</tr>
<tr>
<td>Parent Education and Family Stabilization Course (CODP)</td>
<td></td>
<td></td>
<td></td>
<td>$41</td>
<td>4 Hours</td>
</tr>
</tbody>
</table>

## FITNESS AND SPORTS

### AQUATIC CERTIFICATION & SAFETY COURSES

**Certified Pool/Spa Operator**

Join our excellent CPO 16-hour course from the National Swimming Pool Foundation, the only nationally recognized certification program, which covers pool and spa chemistry, testing, treatment, filtration, maintenance and government requirements.

**$335 | 16 Hours**

- 12554 2/1 - 2/8 Sa 8:30 a.m. - 4:30 p.m.
- 12556 4/18 - 4/25 Sa 8:30 a.m. - 4:30 p.m.

**Lifeguard Training Certification Preparation**

This course provides entry-level participants the knowledge and skills to prevent, recognize and respond to aquatic emergencies and to provide care for breathing and cardiac emergencies, injuries and sudden illnesses until EMS personnel take over. **Includes all student materials.** Minimum age: 16 years.

**$249 | 24 Hours**

- 13848 1/11 - 2/29 Sa 9 a.m. - 1 p.m.
- 13849 3/7 - 4/18 Sa 9 a.m. - 1 p.m.

### SWIMMING

**Aqua Fitness**

Splash into fitness with our aqua classes and build cardiovascular fitness and strength. This cooling, non-impact workout is excellent in enhancing your fitness and ease stress on the joints. Because of their low-impact format, water aerobics classes are suitable for every age and fitness level, from beginning exercisers through elite athletes. Participants may bring and use their own water shoes and gloves. Other aqua fitness devices are provided. Burn up to 400 calories.

**$91 | 6 Hours**

- 13833 1/14 - 1/30 TuTh 11:15 a.m. - 12:15 p.m.
- 13841 2/18 - 3/5 TuTh 11:15 a.m. - 12:15 p.m.
- 13850 3/14 - 4/25 Sa 9 - 10 a.m.

**Level 1 - Introduction to Water Skills (Ages 6 - 15)**

Level 1 helps participants feel comfortable in the water. Students will learn to enter and exit water independently, fully submerge their face, exhale underwater, bobbing, opening their eyes underwater and picking up submerged objects. In addition, students will learn how to float, glide and roll front to their back. Basic water safety topics will be covered.

**$52 | 3.5 Hours**

- 12388 1/11 - 3/7 Sa 9:50 - 10:20 a.m.

**Level 2 - Fundamental Aquatic Skills (Ages 6 - 15)**

Fundamental Aquatic Skills for future swimmers: Students entering this course must have a Level 1 certificate or must be able to demonstrate all the completion requirements of Level 1. Students in this level should not be fearful of the water and have basic propulsion skills in the water.

**$77 | 5.25 Hours**

- 12389 1/11 - 3/7 Sa 10:30 - 11:15 a.m.
- 13854 3/14 - 4/25 Sa 12:00 - 12:45 p.m.

**Level 3 - Stroke Development (Ages 6 - 15)**

Students entering this course must have a Level 2 certificate or must be able to demonstrate all the completion requirements in Level 2. Students should be able to independently swim 15 yards in the water.

**$77 | 5.25 Hours**

- 12384 1/11 - 3/7 Sa 10:30 - 11:15 a.m.
- 13855 3/14 - 4/25 Sa 12:00 - 12:45 p.m.

### REGISTER EARLY!

Our classes are scheduled based on demand. We recommend registering at least one week before the start of the class to secure your enrollment.

Register for your class today!
Need to learn English or Spanish for work, practice Chinese for travel, or brush up on your Portuguese for that trip back to Brazil? MDC’s Language Center has the right program for you!

We understand that students have different learning styles and design our courses to meet your needs. In addition to regular group classes, we offer private tutoring and contextualized language study sessions for your company.

- English as a Second Language
- English Conversation
- Foreign Language
- Literature and Culture
- Writing
- American Sign Language

Call today to learn more! 305-237-0651
Parent and Child Aquatics 1 (Ages 2-3)
This class is designed to introduce kids of ages 2-3 years old to the pool with their parent or guardian. Parents should plan on going into the water. Swimming readiness will be taught by leading parents and their children in water exploration activities with the objectives of having fun and becoming comfortable in and around the water.

$52 | 3.5 Hours
12382 1/11 - 3/7 Sa 12:20 – 12:50 p.m.
13845 1/13 - 2/3 MW 1:30 – 2:00 p.m.

Parent and Child Aquatics 1 (Ages 6-24 months)
This class is designed to introduce babies ages 6 to 24 months to the pool with their parent or guardian. A parent or guardian must go into the water with the child. Swimming readiness will be taught by leading parents/guardians and their children in water exploration activities with the objectives of having fun and becoming comfortable in and around the water.

$52 | 3.5 Hours
12383 1/11 - 3/7 Sa 12:20 – 12:50 p.m.
13846 1/13 - 1/30 TuTh 1:30 – 2:00 p.m.

Preschool Aquatics Level 1 (Ages 4 - 5)
Note: Parent must go in water with child. Children are taught total immersion, swimming to the side of the pool, flutter kick, paddling with arms, breaststroke, jumping in, diving for toys. Water safety is emphasized.

$52 | 3.5 Hours
12385 1/11 - 3/7 Sa 9:10 – 9:40 a.m.
13847 1/13 - 2/3 MW 2:15 – 2:45 p.m.

Private Swim Classes
You can choose your preferred time and location and we will organize the swimming classes according to your availability.

$183 | 3 Hours
10474 1/7 - 2/28 MiThSa By Appointment
13533 3/9 - 4/18 MiThSa By Appointment

Swimming for Adults Beginners
Designed for adults with minimum swimming experience, this class teaches American Red Cross swimming skills. Participants will learn to tread water and float. Additionally, they will be introduced to freestyle, American crawl, breaststroke and elementary backstroke styles.

$77 | 5.25 Hours
12386 1/11 - 3/7 Sa 11:25 a.m. – 12:10 p.m.
13839 1/13 - 2/3 MW 12:30 – 1:15 p.m.

Swimming for Adults Intermediate
Adult students will continue to improve on their swimming strokes. Participants will improve their arm and leg coordination for the American crawl, breaststroke, butterfly, back crawl and backstroke. Glides, breathing control and underwater swimming will be practiced. Students must demonstrate all completion requirements of Swimming for Adults Beginners.

$77 | 5.25 Hours
13838 1/14 - 1/30 TuTh 12:30 – 1:15 p.m.
13837 1/11 - 3/7 Sa 11:25 a.m. – 12:10 p.m.

Water Aerobics
Water aerobics is a workout for everyone. It provides an excellent workout for the heart and lungs, improving cardiovascular conditioning. The support and cushioning of the water encourages added flexibility in joints and additional strength in ligaments.

$91 | 6 Hours
13834 1/13 - 2/3 MW 11:15 a.m. – 12:15 p.m.
13840 2/19 - 3/9 MW 11:15 a.m. – 12:15 p.m.
13851 3/14 - 4/25 Sa 10:10 - 11:10 a.m.

HEALTH CARE CAREERS

HEALTH CARE MANDATORY CE

Domestic Violence
This two-hour domestic violence course is required by the Florida legislature for all health care providers during each licensure period. This course satisfies that requirement and it will provide you with information on victim identification, procedures used to screen victims of domestic violence, methods and resources used in counseling.

$39 | 2 Hours
15208 1/25 Sa 8:30 – 10:30 a.m.
15211 2/22 Sa 8:30 – 10:30 a.m.
15224 3/21 Sa 8:30 – 10:30 a.m.
11888 4/18 Sa 8:30 – 10:30 a.m.
HIPAA - Health Insurance Portability and Accountability Act
This course has been designated for all health care providers who need to abide by the government regulations concerning privacy and anonymity of health care information.
$29 | 2 Hours
15225 1/25 Sa 10:45 a.m. - 12:45 p.m.
15226 2/22 Sa 10:45 a.m. - 12:45 p.m.
15212 3/21 Sa 10:45 a.m. - 12:45 p.m.
11905 4/18 Sa 10:45 a.m. - 12:45 p.m.

HIV/AIDS in the Health Care Environment
This course will meet the four-hour requirement that most providers in health fields need. Topics include HIV/AIDS definitions, modes of transmission, high-risk groups, stages of HIV infection, testing and treatment for HIV, statistics, legal issues, confidentiality of the information, use of Universal Precautions, personal protective equipment, hand washing and other infection control procedures to prevent transmission of the virus.
$55 | 4 Hours
15217 1/11 Sa 8:15 a.m. - 12:15 p.m.
15218 2/8 Sa 8:15 a.m. - 12:15 p.m.
15219 3/14 Sa 8:15 a.m. - 12:15 p.m.
10572 4/4 Sa 8:15 a.m. - 12:15 p.m.

HIV/AIDS Update
This is a one-hour course to update health care providers about current issues in HIV/AIDS. In addition to furnishing current AIDS statistics and drug therapy information, this course allows participants to discuss topics such as sex education, mandatory testing, confidentiality and more.
$29 | 1 Hour
15214 1/11 Sa 10:15 - 11:15 a.m.
15215 2/8 Sa 10:15 - 11:15 a.m.
15216 3/14 Sa 10:15 - 11:15 a.m.
10573 4/4 Sa 10:15 - 11:15 p.m.

Occupational Exposure to Blood Pathogens (OSHA)
This course is designed to review the recommendations of The Occupational Safety and Health Administration (OSHA) for infection control. This course is intended for participants who provide health care to patients in a wide variety of settings, inside and outside of a hospital. The course is also designed for anyone who is required to take a health care provider course for employment.
$39 | 2 Hours
15227 1/25 Sa 12:45 - 2:45 p.m.
15228 2/22 Sa 12:45 - 2:45 p.m.
15213 3/21 Sa 12:45 - 2:45 p.m.
11889 4/18 Sa 12:45 - 2:45 p.m.

CPR FOR HEALTH CARE PROVIDERS

CPR-BLS for Health Care Providers
The Basic Life Support course is designed to teach the skills of CPR (cardiopulmonary resuscitation) for victims of all ages, including ventilation with a barrier device, a bag-mask device and oxygen; use of an automated external defibrillator (AED); and relief of foreign-body airway obstruction (FBAO). This course is intended for participants who provide health care to patients in a wide variety of settings, inside and outside of a hospital. The course is also designed for anyone who is required to take a health care provider course for employment.
$89 | 6 Hours
10557 3/8 Su 8:00 a.m. - 2:30 p.m.
10559 4/5 Su 8:00 a.m. - 2:30 p.m.
11948 3/14 Sa 8:00 a.m. - 2:30 p.m.
11949 2/2 Su 8:00 a.m. - 2:30 p.m.

CPR-BLS for Health Care Providers (Recertification)
This course is designed to teach the skills of CPR (cardiopulmonary resuscitation) for victims of all ages, including ventilation with a barrier device, a bag-mask device and oxygen; use of an automated external defibrillator (AED); and relief of foreign-body airway obstruction (FBAO). This course is for participants who wish to renew their CPR-BLS certification. It is recommended that students renew their BLS card every 2 years.
$69 | 4 Hours
10566 3/14 Sa 8:00 a.m. - 12:30 p.m.
10567 4/4 Sa 8:00 a.m. - 12:30 p.m.
11951 3/8 Su 8:00 a.m. - 12:30 p.m.
11952 2/2 Su 8 a.m. - Noon

Heartsaver CPR-BLS for the Layperson
This course is designed to teach CPR and relief of foreign-body airway obstruction (FBAO) to all lay rescuers, especially security guards, police and lay responders responding to emergencies in the workplace. This course includes a variety of learning methodologies including a recorded presentation of the Chain of Survival and warning signs of cardiovascular emergencies, skills demonstration and practice, instructor-led discussion regarding signs of heart attack, cardiac arrest, stroke and choking, practice scenarios and peer practice sessions.
$69 | 4 Hours
12380 2/8 Sa 8 a.m. - 4:30 p.m.

Heartsaver CPR/First Aid
The purpose of this course is to provide the layperson with the knowledge, skills and practice to successfully provide resuscitation to a victim and apply first-aid skills inside and outside a hospital setting.
$89 | 8 Hours
11192 1/25 Sa 8:00 a.m. - 4:30 p.m.

REGISTER EARLY!
Our classes are scheduled based on demand. We recommend registering at least one week before the start of the class to secure your enrollment. Register for your class today!

M=Monday (Lunes) Tu=Tuesday (Martes)
W=Wednesday (Miércoles) Th=Thursday (Jueves)
F=Friday (Viernes) Sa=Saturday (Sábado)
Su=Sunday (Domingo)

The cost of these non-credit programs is not funded by the State of Florida. The fees charged to students cover the cost of instruction.
**INTERIOR DECORATING**

**Interior Decorating Level 1**
This course offers a broad introduction to Interior Design by incorporating the basic principles of form and function. Students will learn the characteristics and application of color, light, surfaces and texture using collage techniques and to present their design concepts with the use of elevation drawings and presentation boards.

$153 | 16 Hours
13549 2/7 - 2/28 F 8 a.m. - Noon AVEN

**Interior Decorating Level 2**
This course offers students the opportunity to explore more in depth a variety of decorative elements geared towards residential planning and designing, with an emphasis on Classical, Tropical, Art Déco and Modern. Students will also be introduced to job-estimating fundamentals and calculating material usage.

$153 | 16 Hours
13550 3/6 - 3/27 F 8 a.m. - Noon AVEN

**REAL ESTATE INDUSTRY**

**Community Association Manager License Exam Preparation (CAM - PRE 33)**
This 18-hour course fulfills the requirements to take the state exam and obtain the license to manage homeowner associations, condominiums, mobile homes and cooperatives.

$279 | 18 Hours
13544 3/20 - 5/1 F 9 a.m. - Noon AVEN

**Real Estate Sales Associate License Exam Preparation - Book Included**
This 63-hour state-required course will prepare you to sit for the state exam. Textbook included: Florida Real Estate Principles, Practices and Law, latest edition.

$397 | 63 Hours
13198 1/25 - 5/2 Sa 8 a.m. - 1 p.m. AVEN

**TAX PREPARATION**

**Corporate Income Tax Preparation**
This course provides participants with an understanding of the principles and limitations of corporate income taxes. Particular emphasis will be directed to the unitary business principle, the determination of apportion income, the apportionment formula, combined reporting and various other issues associated with income attribution and apportionment. It includes the following topics: pre-audit procedures, conducting unitary investigations, computing combined income, analyzing business/non-business income issues, computing state modifications, computing the combined apportionment factor, computing net operating losses and analyzing nexus issues.

$159 | 20 Hours
13545 2/28 - 4/3 F 8 a.m. - 1 p.m. AVEN

**Personal Income Tax Preparation**
Learn the fundamental requirements for filing a personal income tax return. Topics include requirements for filing an income tax return, dependents, taxable and nontaxable income, deductions and exemptions and tax credits. After completing this course, students will be able to complete a typical federal income tax return for individual taxpayers. This class does not use or cover any specific tax preparation software.

$159 | 20 Hours
13546 1/24 - 2/14 F 8 a.m. - 1 p.m. AVEN

**CITIZENSHIP EXAM PREPARATION**

**Citizenship**
Improve your English language skills and prepare to become an U.S. citizen. Through listening, speaking, reading and writing exercises, you will learn the skills and information necessary to succeed in the naturalization interview and citizenship exam.

$79 | 15 Hours
13547 2/7 - 3/6 F 9 a.m. - Noon AVEN
13548 3/27 - 5/1 F 9 a.m. - Noon AVEN

**REGISTER EARLY!**
Our classes are scheduled based on demand. We recommend registering at least one week before the start of the class to secure your enrollment. Register for your class today!
ENGLISH PROGRAM

All students must take a free placement exam before registering for English classes.

**Testing Hours**
Monday-Thursday: 8:00 - 11:30 a.m. 5:30 - 8:00 p.m.
Friday: 8:00 - 11:30 a.m.
Saturday: 9:00 - 11:30 a.m.

**Spanish**
Todos los estudiantes deben de tomar una prueba de nivelación gratis antes de registrarse para las clases de inglés.

**Horario de Examen**
Lunes-Jueves: 8:00 - 11:30 a.m. 5:30 - 8:00 p.m.
Viernes: 8:00 - 11:30 a.m.
Sábado: 9:00 - 11:30 a.m.

**Accent Reduction - Beginners**
Improve your pronunciation by practicing the phonetic patterns of American English.

$139 | 28 Hours
12418 1/14 – 3/3 Tu 6:00 – 9:30 p.m. AVEN
12426 3/10 – 4/28 Tu 6:00 – 9:30 p.m. AVEN

**ENGLISH CONVERSATION - 1**
Beginning class to develop basic communication skills through theme-based grammar exercises and role-play interaction in class.

$179 | 42 Hours
10459 1/21 – 3/10 TuTh 8 – 11 a.m. AVEN
10460 3/17 – 4/30 TuTh 8 – 11 a.m. AVEN
12415 1/22 – 3/11 MW 6 – 9 p.m. AVEN
12416 3/16 – 4/29 MW 6 – 9 p.m. AVEN

**English Conversation 2**
Intermediate class to develop basic communication skills through theme-based grammar exercises and role-play interaction in class.

$179 | 42 Hours
10461 1/21 – 3/10 TuTh 11 a.m. – 2 p.m. AVEN
10462 3/17 – 4/30 TuTh 11 a.m. – 2 p.m. AVEN
10463 1/22 – 3/11 MW 11 a.m. – 2 p.m. AVEN
10464 3/16 – 4/29 MW 11 a.m. – 2 p.m. AVEN

**English Conversation 3**
High-Intermediate class to develop basic communication skills through theme-based grammar exercises and role-play interaction in class.

$179 | 42 Hours
10463 1/22 – 3/11 MW 11 a.m. – 2 p.m. AVEN
10464 3/16 – 4/29 MW 11 a.m. – 2 p.m. AVEN

**ESL Placement Exam**
Assessment to determine student’s English proficiency to be placed in the proper class.

FREE | 2 Hours
13414 1/7 – 5/1 Noon – Noon AVEN

**Intensive English 1**
Some knowledge of English is recommended. You will build on your basic knowledge and improve your ability to speak and understand simple sentences in spoken and written English. You will understand structures for simple present, present continuous and simple past tenses in affirmative, negative and interrogative sentences.

$199 | 56 Hours
10570 1/9 – 3/3 TuTh 6:00 – 9:30 p.m. AVEN
10571 3/10 – 4/30 TuTh 6:00 – 9:30 p.m. AVEN
13724 1/17 – 3/11 Sa 8:00 a.m. – 12:45 p.m. AVEN

$299 | 84 Hours
10468 1/21 – 3/11 MTuWTh 11 a.m. – 2 p.m. AVEN
11396 1/21 – 3/11 MTuWTh 11 a.m. – 2 p.m. AVEN
11488 3/16 – 4/30 MTuWTh 11 a.m. – 2 p.m. AVEN
12401 3/16 – 4/30 MTuWTh 11 a.m. – 2 p.m. AVEN

**Intensive English 2**
Learn to carry on simple conversations and read and write using more complex structures. You will learn to use past continuous and future tenses, as well as adjectives and adverbs.

$199 | 56 Hours
10471 1/9 – 3/3 TuTh 6:00 – 9:30 p.m. AVEN
10472 3/10 – 4/30 TuTh 6:00 – 9:30 p.m. AVEN
13284 1/17 – 3/11 Sa 8:00 a.m. – 12:45 p.m. AVEN

$299 | 84 Hours
10564 1/21 – 3/11 MTuWTh 11 a.m. – 2 p.m. AVEN
10565 3/16 – 4/30 MTuWTh 11 a.m. – 2 p.m. AVEN

The cost of these non-credit programs is not funded by the State of Florida. The fees charged to students cover the cost of instruction.
Intensive English 3
Learn to express yourself well by using a variety of verb tenses and phrasal verbs. You will understand and use the present and past perfect tenses.
$199  |  56 Hours
10547  |  1/6 - 3/4  |  MW 6:00 - 9:30 p.m.  |  AVEN
10548  |  3/9 - 4/29 |  MW 6:00 - 9:30 p.m.  |  AVEN
13188  |  2/1 - 5/2  |  Sa 8:00 a.m. - 12:45 p.m.  |  AVEN

$299  |  84 Hours
10549  |  1/21 - 3/11 |  M/W/Th 8 - 11 a.m.  |  AVEN
10550  |  3/16 - 4/30 |  M/W/Th 8 - 11 a.m.  |  AVEN

Intensive English 4
Review structures from previous levels and learn more sophisticated structures. You will practice the passive voice, embedded questions, tag questions, reported speech and modals.
$199  |  56 Hours
10551  |  1/6 - 3/4  |  MW 6:00 - 9:30 p.m.  |  AVEN
10552  |  3/9 - 4/29 |  MW 6:00 - 9:30 p.m.  |  AVEN

$299  |  84 Hours
11397  |  3/16 - 4/30 |  M/W/Th 8 - 11 a.m.  |  AVEN
11398  |  3/1/ - 4/11 |  M/W/Th 8 - 11 a.m.  |  AVEN

Intensive English 5
In this advanced level course you will continue to develop your English language skills through speaking, listening, reading and writing activities. Additional vocabulary will be introduced.
$199  |  56 Hours
10560  |  1/6 - 3/4  |  MW 6:00 - 9:30 p.m.  |  AVEN
10561  |  3/9 - 4/29 |  MW 6:00 - 9:30 p.m.  |  AVEN

$299  |  84 Hours
10562  |  1/21 - 3/11 |  M/W/Th 8 - 11 a.m.  |  AVEN
10563  |  3/16 - 4/30 |  M/W/Th 8 - 11 a.m.  |  AVEN

Intensive English 6
In this advanced level course you will continue to develop your English language skills through speaking, listening, reading and writing activities. Additional vocabulary will be introduced.
$199  |  56 Hours
10564  |  1/6 - 3/4  |  MW 6:00 - 9:30 p.m.  |  AVEN
10565  |  3/9 - 4/29 |  MW 6:00 - 9:30 p.m.  |  AVEN

$299  |  84 Hours
10984  |  1/21 - 3/11 |  M/W/Th 8 - 11 a.m.  |  AVEN
10985  |  3/16 - 4/30 |  M/W/Th 8 - 11 a.m.  |  AVEN

Let’s Talk - Beginners
Practice English listening and speaking skills in this dynamic, interactive conversation class. Use the vocabulary, idioms, and phrases needed to communicate effectively socially and at work. Video clips and websites create context for real-life, timely conversations. “Let’s Talk” courses follow the communication tasks and conversation practice needed to achieve English fluency.
$50  |  9 Hours
11398  |  1/17 - 1/31 |  F 10 a.m. - 1 p.m.  |  AVEN
11399  |  2/14 - 2/28 |  F 10 a.m. - 1 p.m.  |  AVEN
11400  |  3/13 - 3/27 |  F 10 a.m. - 1 p.m.  |  AVEN
11401  |  4/17 - 5/1  |  F 10 a.m. - 1 p.m.  |  AVEN

FOREIGN LANGUAGES
Foreign Language Test
FREE  |  1 Hour
11987  |  1/7 – 5/1 |  Noon – Noon  |  AVEN

French Conversation - Intermediate
Practice the French you have already learned and increase your vocabulary in this low-level conversation class. Topics include travel, French culture, art, music, recreation, and much more. You will build on your basic knowledge and be able to speak for 2 or 3 minutes on a given topic, express opinions, agree or disagree, ask for and give advice.
$179  |  42 Hours
10751  |  2/1 - 5/2  |  Sa 9:00 a.m. - 12:30 p.m.  |  AVEN

Spanish Conversation- Advanced
Continue improving your Spanish conversational skills, fluency and vocabulary. Come prepare to class to talk for 3-5 minute on a current topic of interest and discuss with fellow students. This course is conducted entirely in Spanish and students are encouraged to use descriptions and gestures to describe an unknown word. Course prerequisite: Spanish 4 or fluency.
$159  |  28 Hours
10753  |  1/25 - 3/7  |  Sa 8:00 a.m. - 12:30 p.m.  |  AVEN
11936  |  3/21 - 5/2  |  Sa 8:00 a.m. - 12:30 p.m.  |  AVEN

Spanish Conversation Intermediate
Continue practicing Spanish dialogues while reinforcing skills such as expressing ideas, needs, and wants. You will also focus on broader issues from our Hispanic culture. In this conversational course you will engage in role-play and dialogue exercises that mimic everyday situations and will help you when traveling or living in Spanish-speaking countries or dealing with Spanish speaking people in the United States. All explanations are followed by plenty of practical examples in natural Spanish language.
$179  |  42 Hours
11636  |  1/28 - 4/8  |  Tu 6:30 - 9:30 p.m.  |  AVEN

AQUATIC CERTIFICATION & SAFETY COURSES
Certified Pool/Spa Operator
Join our excellent CPO 16-hour course from the National Swimming Pool Foundation, the only nationally recognized certification program, which covers pool and spa chemistry, testing, treatment, filtration, maintenance and government requirements.
$335  |  16 Hours
13543  |  4/3 - 5/1  |  F 8 a.m. - Noon  |  AVEN

Spanish Conversation - Beginners
Learn the essential techniques of conversational Spanish in this course which includes an emphasis on vocabulary development, idiomatic expressions, and pronunciation. Role-playing and group activities to prepare you for daily conversational situations. You will learn to communicate in Spanish as it is used by ordinary native speakers while also becoming accustomed to the way native speakers speak in real (casual) Spanish dialogues. All explanations are followed by examples of and in practical Spanish language.
$169  |  42 Hours
10752  |  1/23 - 4/30 |  Th 6:30 - 9:30 p.m.  |  AVEN

M=Monday (Lunes)  Tu=Tuesday (Martes)  W=Wednesday (Miércoles)  Th=Thursday (Jueves)  F=Friday (Viernes)  Sa=Saturday (Sábado)  Su=Sunday (Domingo)
**PAYMENT METHODS**

<table>
<thead>
<tr>
<th>Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>In Person</td>
<td>Visit the campus. Pay by check, cash, money order, or credit card. Cash payments are accepted only at the Bursars office during office hours.</td>
</tr>
<tr>
<td>Mail</td>
<td>Enclose a check or money order payable to Miami Dade College. Mail it with the completed form to the campus location (see address on the right).</td>
</tr>
<tr>
<td>Web</td>
<td>Log on to mdc.edu/ce/north. Pay with credit card or e-check.</td>
</tr>
</tbody>
</table>

**Questions?** Call 305-237-1019.

---

**PERSONAL INFORMATION**

Please type or clearly print the requested information.

<table>
<thead>
<tr>
<th>MDC Student #</th>
<th></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle (Former Name)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Gender</th>
<th>Date of Birth</th>
<th>Birth Location</th>
<th>Birth Country</th>
<th>Birth State</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>_________ / _________ / _________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street Address</th>
<th>City</th>
<th>State Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Evening Phone #</th>
<th>Day Phone #</th>
<th>E-Mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**CAMP/CLASS SELECTION**

<table>
<thead>
<tr>
<th>Class Number</th>
<th>Class Title</th>
<th>Start Date / Time</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Fees Enclosed  ____________________________
Join our swimming program at the North Campus with certified American Red Cross instructors (Read more on pages 12-14)

- Learn to Swim for Children and Adults
- Parent and Child Aquatics
- Private Lessons

For more information, please call us at 305-237-1019