

Bellflower Adult School

Your LOCAL & AFFORDABLE Job Training Center!



(562) 461-2218 9242 EAST LAUREL STREET, BELLFLOWER, CALIFORNIA 90706

FALL 2011 SCHEDULE OF CLASSES

Tuesday, September 6, 2011 - Thursday, February 2, 2012 (18 weeks)

Although the semester have started you can still enroll to many classes!



BUSINESS TECHNICAL TRAINING CENTER

Don't let traditional programs stop you from reaching your computer skills or business goals!

Create a customized program that meets your needs and budget.

Join the Computer Lab today!

Our programs are suitable for both career-changers as well as established professionals who need to upgrade their skills. The BTTC provides students; with **individualized instruction, Microsoft Certification Training**, the equipment needed for hands-on training for a variety of computer software and business subjects and assists with **résumé and job preparation skills**.

Computer Applications offered:

- MS Word
- Photoshop
- QuickBooks
- Microsoft Windows
- MS Outlook
- MS Excel
- MS Publisher
- Introduction to PC's
- PageMaker
- MS PowerPoint
- MS Access
- Internet

Business Courses offered:

- Computerized Keyboarding
- Accounts Receivable
- Office Procedures
- Resume Preparation
- Business Math
- Accounts Payable
- Business English
- Telephone Techniques
- Portfolio
- Ten-Key
- Filing



Certificates of Mastery Programs offered:

- Receptionist Information Clerk
- General Office Clerk
- Administrative Assistant/Secretary
- Accounting Clerk/Financial Records Processor

Registration Dates: September 7 & 8, 2011 from 8:30 am to 3:00 pm

Class times:

Term	Class	Days	Dates	Time	Room	Instructor
Term I	060103	M & W	9/12/11 - 11/10/11	8:00 am - 3:00 pm	BAS 1	Bassi
	060103	T & Th	9/13/11 - 11/10/11	8:00 am - 6:00 pm	BAS 1	Bassi
Term II	060103	M & W	11/14/11 - 2/2/12	8:00 am - 3:00 pm	BAS 1	Bassi
	060103	T & Th	11/15/11 - 2/2/12	8:00 am - 6:00 pm	BAS 1	Bassi

Registration Fee: One time registration fee is charged per term. \$20

Class fee, customize a schedule that meets your needs and budget:

- \$45 every 9 weeks for attending 8 hours a week
- \$90 every 9 weeks for attending 16 hours a week
- \$135 every 9 weeks for attending 24 hours a week
- \$190 full time flexible, schedule



California Adult Schools
LEARNING FOR LIFE

Need proof of computer or business skills?

The Business Lab offers certification testing that will help build your **Résumé** and **Job Portfolio**. Call and setup an appointment today!

Fee per test: \$40 Photo ID required!

Certifications offered:

- Typing Speed
- Ten-Key Speed
- Microsoft Access
- Microsoft Excel
- Microsoft Word
- Microsoft PowerPoint
- Alpha Numeric Timing
- Windows

PC COMPUTER TRAINING CLASSES



9 week course Fee: \$65

Computer Applications such as Word, Access and Excel have permeated every aspect of modern business. This nine week course rests heavily on the practical approach to grasp important concepts of current technological skills. This course will explore the efficient use of word processing, spreadsheets and data collection in a business setting. **For more details and information call (562) 461-2218. Class fee:** \$45. **Registration fee:** \$20. **Textbook purchase required, approximate cost \$25 - \$35.**

Term I: Word 2007 Basic Skills

063801	9/13/11 - 11/10/11	T & Th	6:00 pm - 8:00 pm	BAS 1	Bassi
--------	--------------------	--------	-------------------	-------	-------

Term II: Excel 2007 Basic Skills

063801	11/15/11 - 2/2/12	T & Th	6:00 pm - 8:00 pm	BAS 1	Bassi
--------	-------------------	--------	-------------------	-------	-------

KINDERGARTEN READINESS

7 week sessions

Kindergarten Readiness is a class designed for prekindergarten aged children (2½ - 5 years) which focuses on fun activities that prepare children for kindergarten. The program focuses on good listening skills taught through music and storytelling, letter and number recognition, shapes, colors, phonics, and handwriting. The curriculum assists the young students with development of their fine motor skills, confidence, literacy, and math readiness in a small group setting. Parents are required to participate in class and activities three hours per week.

Register in Class: September 6, 7 & 8, 2011.

Class begins: September 13, 2011. *Minimum of 15 students are required for each session.*

Instructor: Graciarena-Knapp

Term	Class	Days	Dates	Time	Room
Term I	070409	M - Th	9/12/11 - 10/27/11	8:30 am - 11:30 am	LIND 24
Term I	070410	M - Th	9/12/11 - 10/27/11	12:30 pm - 3:30 pm	LIND 24
Term II	070409	M - Th	10/31/11 - 12/22/11	8:30 am - 11:30 am	LIND 24
Term II	070410	M - Th	10/31/11 - 12/22/11	12:30 pm - 3:30 pm	LIND 24

Class fees:

- Morning Session:** \$160 for a 7 week session, late enrollees pay full price
- Afternoon Session:** \$160 for a 7 week session, late enrollees pay full price

SEPTEMBER - OCTOBER SCHEDULE

Bellflower Adult School Office Hours

Monday - Thursday	8:00 am to 9:00 pm
Fridays	8:00 am to 3:30 pm

Guidance Center Hours:

Monday	8:30 am - 4:00 pm	(Closed from 12:30 pm - 1:30 pm)
Tuesday & Wednesday	1:00 pm - 8:30 pm	(Closed from 5:00 pm - 6:00 pm)
Thursday	8:30 am - 4:00 pm	(Closed from 12:30 pm - 1:30 pm)
Friday	8:30 am - 3:00 pm	(Closed from 12:30 pm - 1:30 pm)

Unlock your potential!

NURSING ASSISTANT

Nursing Assistant fees: \$1,314 and \$60 registration fee and other fees payable by participant.

Orientation for Term II: November 14, 28, December 5, 12, 2011 at 10 am & November 16, 30 & December 7, 2011 at 6 pm

Class begins: January 9, 2012 *Students interested in our Nurse Assistant Program must attend one of our orientation and assessments, approximate time 2 hours.*

Orientations are held in the Bellflower Kiwanis Hall, 9302 East Laurel Street, Bellflower CA. (Adjacent to the Adult School)

Students successfully completing this course qualify to take the state examination for Nurse Assistant certification. After passing this examination, students are prepared for immediate employment in a long-term care or skilled nursing facility. This state-approved course combines classroom and hospital training under the supervision of a licensed nurse. A reading assessment is required to demonstrate reading, writing, and understanding English at the 10th grade level or above. For more information call the adult school at (562) 461-2218.

Nurses' Job Fair & Pinning Ceremonies: Term II - Thursday, April 19, 2012.

Term II Schedule:

Days: M, T, W & Th	1/9/12 - 4/19/12	8:45 am - 1:30 pm	Las Flores Rm 6 & 7	Bumgarner
Nights: M, T, W & Th	1/9/12 - 4/19/12	5:00 pm - 9:15 pm	Las Flores Rm 6 & 7	Horrington

Please Note: Night schedule includes 7 Saturdays, day hours: 6:45 am - 12:30 pm

HOME HEALTH AIDE

Upon completion of your Nurse Assistant certification, enhance your employment potential and wages by completing the Home Health Aide training and receiving your state issued Home Health license. Classroom and clinical experiences prepare students for the certification requirements set by the California State Department of Health Services. State approval #HHP571. **Prerequisite:** CNA, current CPR, health clearance (history and physical) and Tuberculosis screening. **Lab fee:** \$175

Class Schedule: January 9 to 13, 2012

064501	M - F	1/9/12 - 1/13/12	7:00 am - 3:30 pm	Las Flores Rm 6 & 7	Bumgarner
--------	-------	------------------	-------------------	---------------------	-----------

MEDICAL TERMINOLOGY

18 week course Class fee: \$85

This class is specifically designed to help students learn Medical Terminology who have interest in any medical field. Medical Terminology is the language of the health care system. Comprehensive knowledge of medical terms is essential for any medical career. This course teaches the basic design of medical terminology and how to remember the meanings of 350 Latin and Greek word elements. Students will learn to easily interpret and understand more than eleven thousand complex medical terms, giving them a powerful foundation for understanding the language of medicine. **Class fee:** \$85. **Textbook purchase required.**

062701	Wednesday	9/7/11 - 2/2/12	3:45 pm - 5:45 pm	SHS 4	Augustine
--------	-----------	-----------------	-------------------	-------	-----------

MEDICAL ICD-9-CM CODING

18 week course Class fee: \$130

Emphasis is placed on learning ICD-9-CM (International Classification of Diseases, Ninth Revision, Clinical Modification) coding and its principles. The student will understand and identify diagnoses involving the different body systems and their related surgical procedures utilizing Volumes I, II, and III of the ICD-9-CM Coding book. **Textbook purchase required, approximate cost \$100 - \$150.**

Class begins: September 7, 2011

062901	Wednesday	9/7/11 - 2/2/12	6:00 pm - 9:15 pm	SHS 4	Augustine
--------	-----------	-----------------	-------------------	-------	-----------



CNA 2 LVN PROGRAM

This class is specifically for licensed Certified Nursing Assistants who aspire to become Licensed Vocational Nurses (LVN). This program provides a nursing pathway by combining attained health care licenses, work experience and course work that will assist in gaining entrance into a local public school LVN program. The class prepares students for the entrance exam and monitors progress toward achieving their career goal of advancing within the nursing field. Flexible class schedule to accommodate working students will be determined at program orientation. **Class fee:** \$49. **Textbook purchase may be required, approximate cost \$25 - \$35.**

Program Orientation:

Wednesday	9/28/11	6:00 pm - 8:00 pm
SHS 3		Staff

Continuous Enrollment! Enroll Any Time!
Check out our schedule of classes at: BUSD.k12.ca.us

CALL (562) 461-2218 FOR MORE INFORMATION!

Bellflower Adult School

Your LOCAL & AFFORDABLE Job Training Center!

Unlock your potential!

SEPTEMBER - OCTOBER CLASS SCHEDULE

BELLFLOWER ADULT SCHOOL OF COSMETOLOGY

6024 North Clark Avenue, Lakewood, CA 90712 • (562) 804-6506

COSMETOLOGY

Cosmetology Course - 1600 Hours

Class fees are approximately \$5840. Call (562) 804-6506 for information. This California State approved course prepares students for the California State Board Examination by covering both the theoretical and technical aspects of the license.



Orientation & Enrollment Date:

October 24 & December 12, 2011.

Day Program: Monday - Friday 8:00 am - 4:30 pm COS 1, 2, 3 & 4
Instructors: Anderson, Cousins, Gonzalez & Ortega

Night Program: Monday - Thursday 5:00 pm - 10:00 pm COS 1 & 2
Instructor: Ortega

Weekend Program: Saturday 8:00 am - 4:30 pm COS 1 & 2

Cosmetology Fees: TOTAL \$5840

Payment Schedule:

Payable at enrollment (kit, books, uniform & lab fee)	\$1,460
Lab Fee due at 400 hours	\$1,460
Lab Fee due at 800 hours	\$1,460
Balance of lab Fee due at 1200 hours	\$1,460

Cosmetology/Brush-Up Course - 550 Hours - This course is for students needing to update their skills in order to pass the California State Board of Cosmetology exam. These classes cover both the theoretical and technical aspects of the individual license. Call (562) 804-6506 for enrollment dates and fee schedule.

ESTHETICIAN **Read student success story on page 3!**

Esthetician - 600 Hours

Class fees are approximately \$2195. Call (562) 804-6506 for information. This course prepares you for an exciting career in esthetics.

Orientation & Enrollment Dates: September 27 & Nov. 29, 2011.

Day Program: Monday - Friday 8:00 am - 4:30 pm COS 5 & 6
Instructor: Simon

Night Program: Monday - Thursday 6:00 pm - 10:00 pm COS 5 & 6
Instructor: Lopez & Martinez

Saturday Program: (Required for night program)
Saturday 8:00 am - 4:30 pm COS 5 & 6
Instructors: Martinez & Simon



Esthetician Fees: TOTAL \$2195
Payment Schedule:
Payable at enrollment (kit, books, uniform & lab fee) \$1,495
Balance of Lab Fee due at 300 hours \$700

Esthetician/Brush-Up Course - 220 Hours - All classes are state approved preparation for California State Board Examinations covering both the theoretical and technical aspects of the individual license. Call (562) 804-6506 for enrollments dates and fee schedule.

FULL SERVICE SALON

WOW! *Luxury you can afford!*

Bellflower Adult School of Cosmetology offers a full service salon. **All work is done by our students with the supervision of our fully qualified instructors.** Clients who are 55 and over get a 20% discount on services except the Age Smart Facial Treatment. Under the state laws in California, it is required that all clients get a pre-disposition test 24 hours before any hair coloring service.

Salon Hours: Wednesday & Thursday 10:30 am until 7:30 pm (Lunch 12:00 pm to 1:00 pm)
Friday & Saturday 8:30 am until 4:00 pm (Lunch 12:00 pm to 1:00 pm)

SERVICE PRICES

(55+ Prices)

SHAMPOO & STYLE

SHAMPOO & STYLE (Short)	7.00	5.60
SHAMPOO & STYLE (Long)	14.00	11.20
HAIRCUT & STYLE	13.50	10.80
HAIRCUT ONLY	8.00	6.40
NECK OR BANG TRIM	6.00	4.80
UPDO (with curls)	30.00	24.00
PRESS & CURL (Long)	35.00	28.00
PRESS & CURL (Short)	25.00	20.00
SHAMPOO & PRESS ONLY (Short)	18.00	14.40
SHAMPOO & PRESS ONLY (Long)	22.00	17.60

COLOR & TINT

**VIRGIN TINT	38.00	30.40
**VIRGIN TINT (long hair)	50.00	40.00
**TINT TOUCH-UP (no more than one 1")	25.00	20.00
Excess regrowth (over 1")	32.00	25.60
EYELASH OR EYEBROW TINT	10.00	8.00
**TINT BACK TO NATURAL	45.00	36.00
Prizm - short (style not included)	25.00	20.00
Prizm - long (style not included)	32.00	25.60

SERVICE PRICES

(55+ Prices)

PERMANENT WAVE

SPIRAL (or long hair)	50.00	40.00
Extra Solution	10.00	N/A
All Perms	30.00	24.00

MANICURING

MANICURE (Plain)	6.00	4.80
MANICURE (Oil)	8.00	6.40
PEDICURE	12.00	9.60
POLISH CHANGE	2.50	2.00
ACRYLICS (Full Set)	18.00	14.40
Each	2.50	2.00

ESTHETICIAN

EUROPEAN FACIAL	38.00	30.40
PEEL (SIX WEEK PROGRAM)	45.00	N/A
BACK FACIAL	38.00	30.40
ARCH (With Tweezers)	8.00	6.40
WAX Per Facial Area	8.00	6.40
**EYELASH APPLICATION	11.00	8.80
MAKE-UP Daytime	12.00	9.60
MAKE-UP Evening	15.00	12.00

ADULT ACADEMIC CLASSES

Adult Basic Education and Literacy

- Registration fee is \$40. Open Entry - Contact the Guidance Center for information (562) 461-2218.

010101	T & Th	8:00 am - 11:30 am	BAS 2	Tully
--------	--------	--------------------	-------	-------

GED® Preparation

- Registration fee is \$40. Prepare for GED tests through teacher-assisted classes, using a variety of materials and media, including direct teaching and computer instruction. Students may enroll in as many classes each week as necessary. One fee is charged, regardless of the classes taken. See the Guidance Technician, Bridget Reyes, to enroll, or call her at (562) 461-2218.

020021	T & Th	8:00 am - 11:30 am	BAS 2	Tully
020022	T & Th	11:30 am - 2:00 pm	BAS 2	Tully
020023	F	8:00 am - 1:00 pm	BAS 2	Tully
020027	T & Th	6:30 pm - 9:00 pm	SHS 11	Tully

GED® - General Educational Development (GED®) Test requirements are:

- You must be a California resident.
- You must be 18 years of age or older or within 60 days of your 18th birthday.
- You must present current valid government-issued picture identification at the time of the test.

GED® Testing Schedule

SESSION	OCTOBER	NOVEMBER	DECEMBER
Mandatory Orientation	Tuesday, 10/4/2011 5 - 6 pm	Tuesday, 11/8/2011 5 - 6 pm	Tuesday, 12/6/2011 5 - 6 pm
Session I English & Reading	Tuesday, 10/11 5 - 8 pm	Tuesday, 11/15 5 - 8 pm	Tuesday, 12/13 5 - 8 pm
Session II Math	Wednesday, 10/12 5 - 8 pm	Wednesday, 11/16 5 - 8 pm	Wednesday, 12/14 5 - 8 pm
Session III Science & Social Studies	Thursday, 10/13 5 - 8 pm	Thursday, 11/17 5 - 8 pm	Thursday, 12/15 5 - 8 pm

New testing scheduling being formulated to meet GED student needs, call Ms. Bridget Reyes at (562) 461-2218 with your preferred schedule.

Walk-in Students must be placed on a waiting list to attend orientation.

Pre-registration is required to attend orientation.

Costs are as follows:

- \$140 - Entire test battery if you are NOT enrolled as a Bellflower Adult School student.
- \$100 - Entire test battery if you are enrolled as a Bellflower Adult School student.
- \$30 - Cost for EACH test being re-taken.

Cash or credit cards only; no personal checks accepted.

Costs are not refundable but may be applied to future tests at this site.

HIGH SCHOOL SUBJECTS

Get that Diploma! Get ahead!

High School Subjects

- Registration fee: \$40. This is primarily a competency-based, individualized, self-paced study center in which adult students can complete courses required for graduation. Select courses of interest in a variety of academic areas. Individual units allow each student to complete each course at his/her own pace.

Computer-assisted instructional units are used in some subject areas. Instructors are always available to answer questions and to assist students, when necessary. These classes are open to diploma students whose assessment scores are at the high school level. There is open enrollment throughout the semester with variable credit.

High School Subjects Forum - Possible Courses Offered:

• English	• Geography	• Earth Science	
• Environmental Science	• Government	• Economics	
• U.S. History	• World History	• Health	
		• Electives	
028520 M & W	8:00 am - 1:00 pm	BAS 2	Tully
028522 M-Th	6:45 pm - 8:45 pm	BAS 2	Droessler
028504 M & W	3:30 pm - 6:30 pm	SHS 11	Droessler
028505 T & Th	3:30 pm - 6:30 pm	SHS 11	Droessler
028510 W	3:45 pm - 8:00 pm	SHS 5	Manriquez

GENERAL MATH REVIEW/

CAHSEE MATH PREPARATION

Math Preparation

- Registration fee: \$40. A review of basic math concepts up to beginning algebra. Students will prepare for the math section of the CAHSEE and the Algebra I readiness requirement.

022703	M & W	8:00 am - 1:00 pm	BAS 2	Tully
022701	M & W	6:30 pm - 9:00 pm	SHS 13	Tully

CALL (562) 461-2218 FOR MORE INFORMATION!

PHOTOGRAPHY - LEVEL I

DIGITAL PHOTOGRAPHY FOR BEGINNERS

NEW!

6 week course Class fee: \$79

24-HOUR COURSE (SIX WEEKS | EVERY WEDNESDAY & THURSDAY | 6:00 - 8:00 PM)

WHO SHOULD ATTEND - Individuals who want to learn how to use a digital camera and maximize its features and capabilities in digital photography. To advance to the next level of digital photography, you want a solid foundation, learn how and when to use your camera's shooting modes/setup to take better pictures. Learn by doing with practical exercises, tips and tricks from a professional photographer, Joseph Montesa. The class is held at ZION STUDIO, 16435 Bellflower Blvd., Bellflower, CA 90706 (entrance and parking are in the back of the building). **RECOMMENDED CAMERA:** Digital Single Lens Reflex Camera (DSLR Camera) with a basic zoom or prime lens(es).

Class Syllabus

WEEK ONE: WEDNESDAY - Understanding your digital camera: its features, setup, functions and accessories. THURSDAY - Understanding EXPOSURE (shutter speed, aperture and ISO), information which is the foundation of photography. If you want full control of your camera to take better pictures, you need better understanding to setup your exposure.

WEEK TWO: WEDNESDAY - Setting up your digital camera in different modes/setup - exercises and hands-on shoots. THURSDAY - Better handling techniques of your camera and focus points discussed - exercises and hands-on shoots.

WEEK THREE: WEDNESDAY - Introduction to flash photography - exercises and hands-on shoots. THURSDAY - Natural lighting vs. fill-in flash - Exercises and hands-on shoots.

WEEK FOUR: WEDNESDAY - Composition 101 - Filing the frame, the golden section and the rules of thirds. Exercises and hands-on shoots - Homework (street photography). THURSDAY - Homework (street photography) discussed. Exercises and hands-on shoots.

WEEK FIVE: WEDNESDAY - Setting up your digital camera in different modes/setup - exercises and hands-on shoots. THURSDAY - Better handling techniques of your camera and focus points discussed exercises and hands-on shoots.

WEEK SIX: WEDNESDAY - Choosing the right equipment, accessories and gear for a shoot and setting up for a shoot including exercises and hands-on shoots.

THURSDAY - Introduction to creative portraiture and exercises and hands-on shoots.

200101	W & Th	6:00 pm - 8:00 pm	Zion Studio (ZS)	Montesa
--------	--------	-------------------	------------------	---------

LOCKSMITH

18 week course Class fee: \$25 per class

Grab The Keys To Your Future!!! - Learn lock terminology, key blank identification, key duplicating, and key code cutting. Fundamental construction, disassembly, assembly, installation, and rekeying of key-in-knob, key-in-lever, and deadbolt type locksets. The location of the class is at Mayfair Middle/High School, 6000 Woodruff Avenue, Lakewood, CA 90713 in room 501. For more information please e-mail cjpgahc@juno.com or call (562) 461-2218.

066001	T & Th	9/6 - 2/2/12	6:00 pm - 9:00 pm	MHS Room 501	Garcia
--------	--------	--------------	-------------------	--------------	--------

SEE MORE CLASSES OFFERED BY BELLFLOWER ADULT SCHOOL ON PAGE 3 AND BACK COVER!

Bellflower Adult School

Your LOCAL & AFFORDABLE Job Training Center!

(562) 461-2218 9242 EAST LAUREL STREET, BELLFLOWER, CALIFORNIA 90706



SEPTEMBER - OCTOBER CLASS SCHEDULE

STUDENT SUCCESS STORY

Study hard, be featured in this column!

TRAINED IN BELLFLOWER TO WORK IN PARADISE!

EACH MONTH, BELLFLOWER ADULT SCHOOL WILL FEATURE STUDENTS WHO HAVE SET PERSONAL GOALS AND COMMITMENTS TO THEIR STUDIES AND HAVE EMBARKED ON NEW CAREERS AND OPPORTUNITIES.

Living in paradise may seem perfect to most, but when it comes to advancing one's career, no vocational programs are to be found. Bellflower native, Rachel Nuerohr (left, picture below with Bellflower Adult School of Cosmetology department chairperson and teacher, Vikki Martinez) currently lives in paradise while working for the Ritz-Carlton Hotel. **As a massage therapist, she decided to increase both her skills and her salary by taking advantage of the Ritz-Carlton's tuition assistance program.** She began by investigating esthetician schools in Florida and California. Fortunately, while visiting her niece, **she discovered the Bellflower Adult School of Cosmetology.**

"It was a decision I never regretted," stated Nuerohr.

She is currently on a leave of absence from her profession and expects to graduate from the Bellflower Adult School esthetician program this November. **As a licensed esthetician, she will be able to expand her services, all while working in Caribbean paradise, the Virgin Islands.**



ARTISTRY OF MAKEUP SERIES

Certificate Program - 32 hours - 4 class meetings - Begin a new career for yourself in the beauty industry. Through our certificate program you will be able to work as a makeup artist in film, Hi-Def TV, photography, print-work, weddings, salons, movie sets, and special occasions/events. You will learn facial contouring, highlighting, and mixing of foundation color and much more as you cover every form of makeup work including airbrushing. To ensure the quality of the program, this class is limited to 12 students. A \$200 non-refundable deposit is required to reserve your seat. If you have a passion for makeup and want to be your own boss then this is the program for you! The class fee for entire series is \$995. The remaining balance of \$795 is payable before the first class session. This fee includes your uniform smock and a complete professional makeup kit.

Session class dates: Call for information for upcoming dates.

Beginning Makeup

0650502 Sat TBD 8:00 am - 4:30 pm COS Hernandez

Intermediate Makeup **Pre-requisite:** You must have completed Beginning Makeup.

0650502 Sat TBD 8:00 am - 4:30 pm COS Hernandez

Special Effects in Makeup

Pre-requisite: You must have completed Beginning and Intermediate Makeup.

0650502 Sat TBD 8:00 am - 4:30 pm COS Hernandez

Air Brushing Makeup Applications

Pre-requisite: You must have completed Beginning, Intermediate and Special Effects in Makeup.

0650502 Sat TBD 8:00 am - 4:30 pm COS Hernandez

ONLINE COURSES - MORE THAN 300 ONLINE COURSES!



Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners. **And best of all, you can try before you buy!** You may preview three classes before paying class fees. Fees can be paid in person at the adult school or by phone using your Visa or MasterCard. All courses run for six weeks (with a 10-day grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office. Any time of the day or night. **Enroll Now! Visit our Online Instruction Center today www.busd.k12.ca.us or call: (562) 461-2218!**

SEE COURSES AVAILABLE AT OUR ONLINE INSTRUCTION CENTER www.busd.k12.ca.us

RISK FREE OFFER: TRY THREE ONLINE CLASSES BEFORE YOU DECIDE TO PURCHASE.

CLASSES BEGIN AT \$79. BELLFLOWER ADULT SCHOOL

The Bellflower Adult School offers both the convenience and flexibility of online study and a focus on personal attention that gives you the support you need to achieve your personal goals. We understand that classes must not only fit your schedule—with all of its obligations and commitments—but compete fiercely for your time and attention. Our online courses are engaging and interactive to provide the tools you need to let nothing stand in the way of achieving your goals.

Our exclusive try before you buy offer allows students to complete three classes before payment is due. If you like the course and consider it worthwhile, pay your fees and continue your studies.

Enroll Now!

Visit our Online Instruction Center today!

WWW.BUSD.K12.CA.US

or call:

(562) 461-2218

How to Get Started:

1. Visit our Online Instruction Center: www.busd.k12.ca.us
2. In the left hand column, Click on **Adult Education** and then **Online Course Schedule**.
3. Review the online registration steps and click on **Online Instruction Center** at the bottom of the page.
4. Search for a class by **Browse Catalog** in the top left column or enter your subject in the **Search for Courses**.
5. To enroll click the red **Enroll Now** button. Follow the instructions to enroll.

Our 20 Most Popular Online Classes

- Introduction to Microsoft Excel**
Discover the secrets to setting up fully formatted worksheets quickly and efficiently.
- Creating Web Pages**
Learn the basics of HTML so you can design, create, and post your very own site on the Web.
- Accounting Fundamentals**
Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.
- Speed Spanish**
Learn six easy recipes to glue Spanish words together into sentences, and you'll be speaking Spanish in no time.
- A to Z Grantwriting**
Learn how to research and develop relationships with potential funding sources, organize grantwriting campaigns, and prepare proposals.
- Medical Terminology: A Word Association Approach**
Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.
- Introduction to QuickBooks**
Learn how to quickly and efficiently gain control over the financial aspects of your business.
- Grammar Refresher**
Gain confidence in your ability to produce clean, grammatically correct documents and speeches.
- Intermediate Microsoft Excel**
Work faster and more productively with Excel's most powerful tools.
- Real Estate Investing**
Build and protect your wealth by investing in real estate.
- Introduction to Microsoft Access**
Store, locate, print, and automate access to all types of information.
- Introduction to Microsoft Word**
Learn how to create and modify documents with the world's most popular word processor.
- Project Management Fundamentals**
Gain the skills you'll need to succeed in the fast-growing field of project management.
- Computer Skills for the Workplace**
Gain a working knowledge of the computer skills you'll need to succeed in today's job market.
- Introduction to Dreamweaver**
Harness the broad range of capabilities Dreamweaver brings to Web development.
- Introduction to PC Troubleshooting**
Learn to decipher and solve almost any problem with your PC.
- Introduction to PowerPoint**
Build impressive slide presentations filled with text, images, video, audio, charts, and more.
- Going Green at Home**
Step into a green lifestyle as you discover simple, cost-effective ways to make your home environmentally friendly.
- Discover Digital Photography**
An informative introduction to the fascinating world of digital photography equipment.
- GRE Preparation - Part 1**
Discover powerful strategies for success in the verbal and analytical sections of the GRE.

MORE COURSES AVAILABLE AT OUR ONLINE INSTRUCTION CENTER

WWW.BUSD.K12.CA.US

NEED A RIDE TO SCHOOL? — TAKE THE BUS!

The Bellflower Adult School now offers Metro TAP student passes at a reduced rate.

For more information go to www.taptogo.com.

