CONTENTS

Adult Education Locations ......................2
Fall 2021 Calendar ..................................3
Online Registration ..................................4
Practical Nursing ....................................5
GED Information ....................................6
English Learners Classes/
   Clases de inglés ...................................7
Enhance your English Skills ....................8
Adult High School ..................................9

Arts, Hobbies & Crafts ..........................9
Music ....................................................11
Business & Career ................................11
Computer Software &
   Technology ........................................11
Financial Awareness ............................12
Personal Improvement ..........................13
World Languages .................................13
Health & Nutrition ................................16

Courses information are subject to change.
Please visit our website frequently for updates: www.lcps.org/adulted

ADULT EDUCATION LOCATIONS
The Adult Education Office is located adjacent to North Star School:
715 Childrens Center Road, Leesburg, VA 20175

Other Locations:

Academies of Loudoun (ACL)
42075 Loudoun Academy Dr.
Leesburg, VA 20175

Adult Education Learning Center
715 Childrens Center Road
Leesburg, VA 20175

North Star School
715 Childrens Center Road
Leesburg, VA 2017503

Park View High School (PVH)
400 West Laurel Ave.
Sterling, VA 20164

Rock Ridge High School (RRH)
43460 Loudoun Reserve Dr.
Ashburn, VA 20147
## Fall Schedule 2021

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>JUL 12</strong></td>
<td>Registration begins for English Learners (EL) classes until August 6th, 2021</td>
</tr>
<tr>
<td><strong>AUG 02</strong></td>
<td>Registration begins for Enrichment Classes. Refer to our online catalog for specific classes and dates, <a href="http://www.lcps.org/adulted">www.lcps.org/adulted</a></td>
</tr>
<tr>
<td><strong>AUG 30</strong></td>
<td>Adult English Learners Classes Begin</td>
</tr>
<tr>
<td><strong>SEP 03 &amp; 06</strong></td>
<td>Holiday – Labor day - No Classes</td>
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<tr>
<td><strong>SEP 13</strong></td>
<td>Enrichment Classes Begin</td>
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<tr>
<td><strong>SEP 16</strong></td>
<td>Student/Staff Holiday – No Classes</td>
</tr>
<tr>
<td><strong>OCT 11</strong></td>
<td>Holiday – Indigenous People’s Day – No Classes</td>
</tr>
<tr>
<td><strong>NOV 02 &amp; 04</strong></td>
<td>Student/Staff Holiday – No Classes</td>
</tr>
<tr>
<td><strong>NOV 22 – 26</strong></td>
<td>Holiday – Thanksgiving Break – No Classes</td>
</tr>
<tr>
<td><strong>DEC 20 – 31</strong></td>
<td>Holiday – Winter Break – No Classes</td>
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### SCHOOL CLOSINGS — Inclement Weather Information

When Loudoun County Public Schools experiences inclement weather conditions, the safety of our students and staff is the most important consideration. **There will be no classes when LCPS schools are canceled.** Classes will NOT meet when schools are closed for holidays (NOTE: Teacher workdays are not considered holidays). Announcements will be made over the local radio, TV stations and Adult Education website: [www.lcps.org/adulted](http://www.lcps.org/adulted).
Registration Payments & Process

**Enrichment Classes**
Registration can be completed online, www.lcps.org/adulted

**English Learners/GED Preparatory Classes**
Registration information & instructions are located on our website, www.lcps.org/adulted, click on the English Learners and GED Preparatory classes tabs.

**Payments can be completed with credit card online.**

**ONLINE REGISTRATION PROCEDURES:**
Registration Link: www.lcps.org/adulted
Click on online registration. Please read the disclaimer and follow the link to the Adult Education Online Registration website.
In order to register online, you MUST have a student account.

**GENERAL INFORMATION:**

**Registration for General Classes**
Courses are open to residents and non-residents alike (age 18 and older). Registration can be completed online. Students MUST register before attending a class. Registrations are processed in the order they are received and are not accepted after the start of a class.

**Senior Citizen discounts**
There is a 25% discount in some courses for citizens 60 years or over. In order to receive the discount, please send us an email and include your name and phone number, at adult.education@lcps.org. Discounts are NOT AVAILABLE on: English Learners, Business/Career, Practical Nursing, Financial Awareness, Horticulture, Computer Technology/Software or Trade & Industry classes.

**Tuition Fees**
Payment is due at the time of registration. Payments are by credit card.

**Refunds**
Full refund is automatic if the class selected has been filled or canceled. Full refunds are also given if schedule changes are made by the Adult Education Office. Please complete the Online Refund Request Form located on our website. Refunds request must be completed two business days before class start. REFUNDS are not given once class starts.

**Additional Fees**
Some classes may require additional fees that are paid the first night of class. Please review the course descriptions regarding these fees.

**Non Discrimination Disclosure**
The LCPS Adult Education Program does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to adult students. If you have a disability and require accommodation in order to fully participate, please contact the Adult Education Office, via email: adult.education@lcps.org to discuss your specific needs.
Practical Nursing Program

Practical Nursing is a 2 year program

Application window opens February 1st, 2022 – April 22nd, 2022.
(No senior discount available)

Practical Nursing (PN) I & II - $2,700

Practical Nursing semester I & semester II is the first year of the two-year Practical Nursing pathway and is approved by the Virginia Board of Nursing. PN I class units include geriatric nursing, nursing skills, nutrition, growth and development, nursing fundamentals, administration of medication, and anatomy and physiology. There is also a 40-hour clinical experience at a long-term care facility. PN I students are eligible to take the Certified Nurse Aide exam after successful completion. PN II class units taught are medical and surgical nursing, mental health nursing, obstetrical and neonatal nursing, pediatric nursing, advanced nursing skills, and professional issues. There is also a requirement of clinical experience at hospitals and doctors’ offices. During clinical time the students give direct patient care under the supervision of the clinical instructors. All students must provide their own transportation to all clinical sites and to the school.

Practical Nursing (PN) III - $3,600

Prerequisite: Completion of Practical Nursing I & II

This is the second year of a two-year practical nursing program that is accredited by the Virginia Board of Nursing. After successful completion of both years the graduate is eligible to take the NCLEX-PN licensing exam and upon passing is able to work as a Licensed Practical Nurse (LPN). The LPN works in all healthcare settings under the direction of a medical doctor or a registered nurse. The job outlook for the LPN is strong and in demand. LPNs often continue their education to become a Registered Nurse (RN) or similar health care provider. Class units taught are medical and surgical nursing, mental health nursing, obstetrical and neonatal nursing, pediatric nursing, advanced nursing skills, and professional issues. The students have a rigorous schedule of 16 hours a week of classroom instruction and 16 hours a week of clinical experiences. During clinical time the students give direct patient care.

After completing the pathway, students may apply to the Board of Nursing and sit for the NCLEX-PN licensing examination to become Licensed Practical Nurses.

Important Dates:
• Registration: February 1st, 2022 – April 22nd, 2022.
• Required TEAS Test – TBD
• Test Fee: $65.00 paid by April 22nd, 2022.

Requisite(s) to Start the Practical Nursing Program:
• Current Immunization Record
• PPD test (done within 3 months before program starts)
• Background check
• American Heart Association Basic Life Saving certification for healthcare professionals.

Admissions Prerequisites:
1. Completed admission Packet:
   (available on February 1st on our website)
   • Application form (four pages)
   • Transcripts (High School Diploma or General Educational Development/ GED)
   • Resume
   • Test of Essential Academic Skills (TEAS).

The admission packet must include all requirements mentioned above.

2. Three Personal References
   • References forms must be sent directly to the office by the referral person.

3. Panel Interview (finalists only)
General Educational Development (GED) Preparatory Classes

Earning your GED® credential is just a click away!

Adult Education Preparatory Class
Our General Education Development Preparation classes are designed to prepare adult students, 18 and older, for the GED® High School Equivalency. Classes are designed to provide basic skills instruction for adults whose math and reading skills have been assessed at or below the GED® readiness level. A placement test is given prior to class registration to help with proper class placement.

For detailed information on the GED program, please attend one of our required GED informational sessions (free of cost). To register for an informational session, please visit our website: www.lcps.org/adulted, GED Prep. tab.

*English Language Proficiency is required for all GED® preparatory classes.

Ready to take the GED test?
All GED® Tests are given at official Pearson VUE Testing Sites. Testing sites are located throughout the state of Virginia and throughout the Country. Individuals may register for the official GED Test in one of the following ways:

• **Online:** www.ged.com
• **Pearson VUE Call Center:** 1-877-392-6433

Loudoun County Adult Education's Pearson VUE testing site is located at Adult Education Learning Center, 715 Childrens Center Road, Leesburg, 20175.

For special accommodations, please contact the Adult Education office.

2021 – 22: GED In-Person Course Schedule – $180 per session
($20 Non refundable registration/testing + $160 Tuition Fee)

1st Session – Online
Students will meet once a week per subject (Language Arts, Math, Social Studies, Science) for a live online class and assignments utilizing a distance learning platform assigned by the instructor.
August 3rd – Classes Begin
October 14th – Classes End

2nd Session – In Person
October 19th – Classes Begin
January 20th – Classes End

3rd Session – In Person
January 26th – Classes Begin
April 5th – Classes End

4th Session - In-Person
April 19th – Classes Begin
June 28th – Classes End

Tuesdays, Wednesdays & Thursdays
6:30pm – 9:00pm
Adult Education/North Star School
715 Childrens Center Road, Leesburg, 20175

GED Distance Learning – Self-Paced Courses
Prerequisites Apply
Classes are self-paced, online (NOT Live). All 4 subjects available. Student will work independently with instructor support. Recommended for higher level students. All students MUST take a placement test.

1ST SESSION: 8/09/2021 – 10/29/2021
2ND SESSION: 11/29/2021 – 2/1/2021
3RD SESSION: 3/21/2021 – 6/10/2021

Courses information are subject to change. Please visit our website www.lcps.org/adulted frequently for updates.
**English Learners (EL)**

Loudoun County Adult Education program offers EL classes for adults who desire to improve their understanding of the English language. Classes range from basic to advanced levels. Instruction is given in reading, writing, listening and speaking. Students will meet twice per week for 13 weeks. Classes are offered in-person and online (Google Meet & Schoology). Seats are limited. Students MUST register and take a placement test.

**Classes start the week of August 30th, 2021.**

**Registration & Tuition**

Registration starts on July 12th, 2021 through August 6th, 2021. Please visit the website, www.lcps.org/adulted, click on English Learners tab for registration information & instructions.

The cost of EL classes is $170 for the 13 weeks. This includes $150 for the class and a $20 non-refundable registration/testing fee.

The LCPS Adult Education Program does not discriminate on the basis of race, color national origin, sex, disability, or age in its programs and activities and provides equal access to adult students. If you have a disability and require accommodation in order to fully participate, please contact the Adult Education Office.

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**Clases de inglés (EL)**

La educación para adultos del condado de Loudoun ofrece clases de EL para adultos que desean aprender y mejorar su conocimiento del idioma inglés. Las clases van desde nivel básico hasta nivel avanzado. La instrucción incluye lectura, escritura, comprensión y expresión oral. Los estudiantes se reunirán dos veces por semana durante 13 semanas. Las clases se ofrecen en persona y en línea (Google Meet & Schoology). El cupo es limitado. Todos los estudiantes DEBEN registrarse y tomar una exámen de ubicación de nivel.

**Las clases comienzan la semana del 30 de agosto de 2021.**

**Registro y Matrícula**

Las inscripciones comienzan el 12 de julio de 2021 hasta el 6 de agosto de 2021. Visite el sitio web, www.lcps.org/adulted, haga clic en la pestaña “Clases de inglés” para obtener información e instrucciones de inscripción.

El costo de las clases de EL es de $170 por las 13 semanas. Esto incluye $150 de matrícula y $ 20 (no reembolsable) de tarifa de inscripción y exámen de nivel.

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**Class Locations**

- Daytime Classes (9:00am – 11:30am or 11:45am – 2:15pm) Specific time and days will depend on the placement test results.
- Adult Education Learning Center: Leesburg
- Evening Classes (6:30pm – 9:00pm)
- Adult Education Learning Center: Leesburg
- Park View High School: Sterling
- Rock Ridge High School: Ashburn

**Required Information**

- Current, Non-Expired Picture ID
- Proof of Current Address
- Online payment (credit card)

*If you experience difficulties with the online registration, please contact our office.*

**For more Information:**

Phone: 571-252-1393
Email: adult.education@lcps.org
Website: www.lcps.org/adulted

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**Localidad de las Clases**

Clases Diurnas (9:00am – 11:30am ó 11:45am – 2:15pm) El día y la hora dependerá del resultado del exámen de nivel.

- Adult Education Learning Center: Leesburg
- Clases Nocturnas (6:30pm – 9:00pm)
- Adult Education/North Star School: Leesburg
- Park View High School: Sterling
- Rock Ridge High School: Ashburn

**Información requerida**

- Identificación con foto vigente
- Comprobante de vivienda actual
- Pago en linea (Tarjeta de crédito/débito)

*Si tiene dificultades con el registro en línea, comuníquese con nuestra oficina.*

**Para más información:**

Teléfono: 571-252-1393
Correo Electrónico: adult.education@lcps.org
Página Web: www.lcps.org/adulted

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El Programa de Educación para Adultos de LCPS no discrimina por motivos de raza, color, nacionalidad, sexo, discapacidad o edad en sus programas y actividades y proporciona igualdad de acceso a los estudiantes adultos. Si tiene una discapacidad y necesita adaptaciones para poder participar plenamente, comuníquese con la Oficina de Educación para Adultos.
Enhance Your English Language Skills!

Students MUST test & register before attending classes. (No senior discount available)

2021F01: Advanced Conversation A – $150

INSTRUCTOR: Buckman
Students are taught to develop competence in natural conversation. Advanced vocabulary skills are addressed through demonstration speeches and presentations on topics of student's choice dealing with cultural and daily challenges. Improvement in listening comprehension and grammar will be achieved through awareness-building drills and pronunciation skills. Online activities and homework will be expected.

START DATE: 9/13/21, 12 sessions
DAYS: Monday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Park View High School

2021F02: Advanced Conversation B – $150

INSTRUCTOR: Dickerson
Students are taught to develop competence in natural conversation in the community and at work. Advanced vocabulary and pronunciation skills are addressed through presentations on topics of the student's choice dealing with cultural and daily challenges. Improvement will be achieved through awareness-building drills and pronunciation practice. Online activities and homework will be expected.

START DATE: 9/17/21, 12 sessions
DAYS: Friday
TIME: 9:00 a.m. - 11:30 a.m.
LOCATION: Adult Education/North Star School

2021F03: Improve your Reading & Vocabulary Skills – $150

INSTRUCTOR: Reynolds
Develop a solid core of reading skills and increase your vocabulary. By presenting readings within an American cultural context, this course will provide students a useful and practical language base. Through class discussion and activities, you will apply a variety of techniques to improve your reading comprehension and boost your English vocabulary.

START DATE: 9/15/21, 12 sessions
DAYS: Wednesday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Adult Education/North Star School

2021F04: English Grammar & Writing – $150

INSTRUCTOR: Ruiz
Develop understanding of the purpose of learning grammar to improve functional writing skills. To achieve this, the lessons will focus on the following: Parts of Speech, Their Purposes, & Functions; The Sentence, Its Parts, Structures, Purposes, & Functions, including Punctuations; and Writing, Types of Writing, Its Structures, Purposes & Functions.

START DATE: 9/13/21, 12 sessions
DAYS: Monday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Adult Education/North Star School

2021F05: Improve Your Writing Skills – $150

INSTRUCTOR: Villedrouin
Focus on your writing skills. Topics include grammar, structure, formatting documents, and revision. Students will be expected to produce progressively more sophisticated writing samples such as paragraphs, summaries, and essays. Students will develop writing portfolios of their work.

START DATE: 9/22/21, 12 sessions
DAYS: Wednesday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Park View High School

2021F06: English for Academic Purposes – $150

INSTRUCTOR: Nikoolkan
The English for Academic Purposes (EAP) course provides language instruction for academic study in American universities. Language skills addressed include listening reading, grammar, writing, and vocabulary development. Academic study skills a addressed include test taking and note taking skills, academic vocabulary usage, critical reading and writing, comprehending academic lectures, research and library skills, formal composition forms and development, including research papers.

START DATE: 9/23/21, 12 sessions
DAYS: Thursday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Online

Courses information are subject to change. Please visit our website www.lcps.org/adulted frequently for updates.
**Adult High School**

For students needing additional credits in order to complete their high school Standard Diploma requirements. Students should be 18 years old and not currently enrolled in a high school program.

Ongoing registration is from **August 9th, 2021 – February 25th, 2022**. A transcript from the last school attended must be presented prior to registration. Classes begin on **September 7th, 2021 and end on June 2nd, 2022**. All course work must be completed by June 2nd, 2022.

Classes are online and self-paced. Therefore, students must have internet access. Students must meet weekly with classroom teachers at Park View High School:

**Math:** Mondays, 6:30-8:30pm  
**English:** Wednesdays 6:30-8:30pm  
**Social Studies:** Tuesdays 6:30-8:30pm  
**Science:** Thursdays, 6:30-8:30pm  

**Tuition is $300 per course.** Must be payable at time of registration by either cash, check, or credit card.

Upon completion of coursework, students may obtain a transcript showing their diploma status. Diplomas are available to students in June.

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**Arts, Hobbies & Crafts**

### 2021F07: Beginner Canvas Painting – $150

**INSTRUCTOR:** Suitor  
Adults who are interested in learning acrylic painting techniques or refine their skills will find this relaxing class rewarding. Participants will paint a variety of subjects including still life, animals, and landscapes while learning color mixing, brush care, and composition. This class is designed for beginners but artists of all skill levels are encouraged to participate. Students will progress at their own pace and instruction and guidance will be based on individual needs.  
**MATERIALS:** $50. Payable to Instructor.  
**START DATE:** 10/12/21, 8 sessions  
**DAYS:** Tuesday  
**TIME:** 6:30 p.m. - 9:00 p.m.  
**LOCATION:** Adult Education/North Star School

### 2021F08: Art by the Season – $75

**INSTRUCTOR:** Weaver-Lee  
This course is a series of 4 monthly workshops that introduce students to watercolor, pastel, acrylic, and mixed media. During each workshop, students will use the medium being introduced to explore and celebrate the colors, shapes, patterns, textures, and forms unique to the Fall and Winter months of Northern Virginia.  
**MATERIALS:** Visit our website, www.lcps.org/adulted.  
**START DATE:** 9/20/2021; 10/18/2021; 11/15/2021; 12/13/2021, 4 sessions  
**DAYS:** Monday  
**TIME:** 6:30 p.m - 9:00 p.m.  
**LOCATION:** Adult Education/North Star School

### 2021F11: Introduction to Quilting – $95

**INSTRUCTOR:** Wycoff  
Whether you are new to quilting or want to refresh your skills, this class will go through the basics of putting together a “quilt.” You will learn different techniques in 12 blocks and assemble these blocks from start to finish at home. You will end up with a lap quilt.  
**MATERIALS:** Visit our website, www.lcps.org/adulted.  
**START DATE:** 9/20/21, 8 sessions  
**DAYS:** Monday  
**TIME:** 6:30 p.m. - 9:00 p.m.  
**LOCATION:** Park View High School

Courses information are subject to change. Please visit our website www.lcps.org/adulted frequently for updates.
Arts, Hobbies & Crafts (continued)


INSTRUCTOR: Wolfe
Enhance your way of seeing and learn how to your realize your photographic vision. Through fun assignments and critiques, students will grow their technical photographic skills with the primary emphasis on camera work. Students will learn the basics of the DSLR camera, use of aperture and shutter speed and basic editing skills. Student furnishes fully manual digital camera, access to photo editing software.

MATERIALS: Access to a manually adjustable DSLR camera for class and assignments, tripod and Photoshop (optional)

START DATE: 9/13/21, 8 sessions
DAYS: Monday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Adult Education/North Star School


INSTRUCTOR: May
For new, inexperienced camera users. Learn basic camera parts, operation, exposure control, and composition. Use settings and equipment for desired effects. Lecture, demo, and practice. Outside assignments to reinforce concepts.

MATERIALS: Access to a manually adjustable DSLR camera for class and assignments.


START DATE: 9/14/21, 8 sessions
DAYS: Tuesday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Online

2021F14: Photography: After the Basics – $150

INSTRUCTOR: May
For experienced/intermediate camera users only. Improve skills in composition, lighting, and creative techniques. Hands-on workshop format: studio lighting; special effects and techniques; mat-cutting/framing; in-depth critiques and portfolio review. Develop a portfolio of 10-12 images: portraits, events, landscapes, macro, and fine art/alternative.

MATERIALS: Teacher will discuss materials on first day of class

START DATE: 9/13/21, 8 sessions
DAYS: Monday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Park View High School


INSTRUCTOR: May


PREREQUISITE: Photography-Introduction or equivalent knowledge/skills.

START DATE: 9/15/21, 8 sessions
DAYS: Wednesday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Online

2021F16: Posing Like a Pro: Portrait Photography Fundamentals – $150

INSTRUCTOR: Wolfe
For all novice photographers, students will review the basics of the camera and then learn to work with all different types of portrait subjects from Individuals and groups, to pets and self-portraits. Class time will consist of demos and lectures on lighting, posing, studio and location shoots, with outside assignments to reinforce concepts taught in class. Must have access to a manually adjustable DSLR with a 50mm prime lens for class and assignments. Not required but recommended is a tripod that works with your camera.

PREREQUISITE: Beginning Photography or equivalent knowledge/skills.

START DATE: 10/28/21, 8 sessions
DAYS: Thursday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Adult Education/North Star School
## Courses information are subject to change. Please visit our website www.lcps.org/adulted frequently for updates.

### Music

**2021F17: Improv – $120**

**INSTRUCTOR:** Schafer  
In this course, you will learn skills to help with self-confidence, team building, social skills, and most of all making people laugh! No prior acting experience required.  
**MATERIALS:** Notebook and pencil – Teacher will discuss other materials on first day of class  
**START DATE:** 09/28/21, 10 sessions  
**DAYS:** Tuesday  
**TIME:** 11:30 a.m. - 1:00 p.m.  
**LOCATION:** Online

### Computer Software & Technology

**2021F20: Intro to MS Word and MS Excel – $150**

**INSTRUCTOR:** Corry  
Introduction to MS Word includes understanding and working with menu and toolbar commands, features, and shortcuts; creating and formatting resumes, letters, and other business correspondence.  
Introduction to Excel includes understanding and working with menu and toolbar commands, features, and shortcuts to create, format, populate and print spreadsheets.  
**REQUIREMENTS:** Access to a computer with MS Word and Excel installed.  
**START DATE:** 9/14/21, 10 sessions  
**DAYS:** Tuesday & Thursday  
**TIME:** 6:30 p.m. - 9:00 p.m.  
**LOCATION:** Online

### Business & Career

**2021F19: How to Work From Home as a Virtual Assistant – $50**

**INSTRUCTOR:** Hardy  
Tens of thousands of administrative and creative professionals around the country have taken their skill set and transitioned into a successful career as a Virtual Assistant (VA) making more than $5000 a month working from home. The VA industry might just be the path for you too! Consider this session a crash course in how to start and market your own VA business, find your ideal clients, and make money in a new career you’ll love.  
**START DATE:** 11/16/21, 1 session  
**DAYS:** Tuesday  
**TIME:** 6:30 p.m. - 9:00 p.m.  
**LOCATION:** Online

### Music

**2021F18: Beginner Guitar – $100**

**INSTRUCTOR:** Campayno  
The class will focus on both pick-style and finger-style techniques from all genres of music. Students will learn care and maintenance of the guitar (string changing etc.) open chords, basic open scales, chord movement techniques, typical chord patterns used in music, altered chords from open chord forms, finger picking and pick techniques, basic guitar-part writing, chord identification and general music theory. Real time hands-on demonstrations, video examples, recorded examples, vocabulary study, pair and group work, discussion, individual and group playing, note taking, and assignments.  
**REQUIREMENTS:** A guitar, extra strings, guitar picks, guitar tuner (phone type okay). Notebook and pencils/pens. It helps to have sticky notes also.  
**START DATE:** 10/25/21, 8 sessions  
**DAYS:** Monday  
**TIME:** 6:30 p.m. - 9:00 p.m.  
**LOCATION:** Online

### Computer Software & Technology

**2021F20: Intro to MS Word and MS Excel – $150**

**INSTRUCTOR:** Corry  
Introduction to MS Word includes understanding and working with menu and toolbar commands, features, and shortcuts; creating and formatting resumes, letters, and other business correspondence.  
Introduction to Excel includes understanding and working with menu and toolbar commands, features, and shortcuts to create, format, populate and print spreadsheets.  
**REQUIREMENTS:** Access to a computer with MS Word and Excel installed.  
**START DATE:** 9/14/21, 10 sessions  
**DAYS:** Tuesday & Thursday  
**TIME:** 6:30 p.m. - 9:00 p.m.  
**LOCATION:** Online
Financial Awareness

2021F21: Step By Step Guide To Creating a Personal Budget – $45

INSTRUCTOR: TBD
Are you struggling to make ends meet? Are you living paycheck to paycheck? Do you want to reduce the anxiety of not knowing whether you have enough money to pay your bills? Start taking control of your financial situation by mastering budget development. In this class you will master the step-by-step process of keeping track of your spending, determining your monthly income and expenses, finding ways to decrease spending and increase income and balancing your budget.

START DATE: 9/15/21, 1 session
DAYS: Wednesday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Park View High School

2021F22: Building and Maintaining Good Credit – $45

INSTRUCTOR: TBD
Having a good credit history is key to any financial plan. This class will empower you with the knowledge and skills to obtain credit, build a good credit history as well as setting your own debt limit while gaining the confidence needed to make smart financial decisions and to successfully manage debt.

START DATE: 10/14/21, 1 session
DAYS: Thursday
TIME: 6:30 p.m. - 9:00 p.m.
Rock Ridge High School

2021F23: Prepare Yourself for the Home Buying Process – $45

INSTRUCTOR: TBD
Considering buying a home? Don’t know where to start? This class will empower you with the personal finance tools to confidently make this purchase. In addition to learning the steps in the home buying process, you will learn about renting vs buying and which is best for you as well as costs associated with buying a home and become knowledgeable about financing a home.

START DATE: 10/21/21, 1 session
DAYS: Thursday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Rock Ridge High School

2021F24: Investing Basics: The 7 rules of Being a Savvy investor – $60

INSTRUCTOR: Lee
Are you interested in investing, but don’t know how to get started? Whether you’re interested in investing for retirement, or just want to grow your wealth this course is for you. Do you know the difference between mutual funds and ETFs? Are you wondering how to improve your ability to have positive gains over time? This course is designed to educate you on the different types of investments and the 7 rules of being a savvy investor. Topics will cover understanding stocks, bonds, mutual funds and ETFs. Students will gain knowledge of behavioral finance, diversification, concepts of risk and return and other strategies. Taught by an Accredited Portfolio Management Advisor.

START DATE: 9/13/21, 3 sessions
DAYS: Monday
TIME: 6:30 p.m - 9:00 p.m.
LOCATION: Park View High School


INSTRUCTOR: Sams
Do you need the parts of Medicare explained? Medicare is divided into 4 parts, and most people new to Medicare find this very confusing. Why do there have to be so many different Medicare parts?? And what's the difference between the parts of Medicare and Medicare plans? This course will break it all down to make it simpler for you to understand.

START DATE: 10/19/21, 1 session
DAYS: Tuesday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Rock Ridge High School
Personal Improvement

2021F27: US Citizenship – $100

INSTRUCTOR: Rybowski
This citizenship class prepares participants for their interview and exam with U.S. Citizenship and Immigration Services (USCIS). In this class, students will learn about American history, government, and geography. Students will also practice the English skills needed to pass the citizenship process.

START DATE: 9/17/21, 12 sessions
DAYS: Friday
TIME: 9:00 a.m - 11:45 a.m.
LOCATION: Online

2021F28: Public Speaking – $120

INSTRUCTOR: Schafer
We will use theatre basics of improvisation, speaking techniques, etc. to work on public speaking skills.

MATERIALS: Notebook and pencil - Teacher will discuss other materials on first day of class

START DATE: 9/28/21, 10 sessions
DAYS: Tuesday
TIME: 9:30 a.m. - 11:00 a.m.
LOCATION: Online

World Languages

2021F29: American Sign Language - ASL 1 – $150

INSTRUCTOR: Love
The purpose of this course is to enable students to begin to acquire proficiency in American Sign Language through a linguistic, communicative, and cultural approach. Emphasis is placed on the development of receptive and expressive signing skills and on the acquisition of the fundamentals of applied grammar. An exposure to the Deaf and Hard of Hearing culture will be presented and students are expected to participate in the community. ASL is a visual language and therefore: Regular attendance and participation are essential.


START DATE: 9/14/21, 10 sessions
DAYS: Tuesday
TIME: 6:30 p.m. - 8:30 p.m.
LOCATION: Adult Education/North Star School

2021F30: American Sign Language - ASL 2 – $150

INSTRUCTOR: Love
This course is a continuation of the study of American Sign Language, the language used by Deaf people in the United States and most of Canada. Students will also learn about deaf culture, since a language cannot be separated from its culture.


START DATE: 9/23/21, 10 sessions
DAYS: Thursday
TIME: 6:30 p.m. - 8:30 p.m.
LOCATION: Adult Education/North Star School

Courses information are subject to change. Please visit our website www.lcps.org/adulted frequently for updates.
World Language (continued)

2021F31: French for Beginners – $150

INSTRUCTOR: Decembre
This course will help students develop basic language proficiency, including vocabulary, and language structure. Students will use the four skills: listening, speaking, reading, and writing.
BOOK REQUIRED: Learn French with Short Stories - The Adventures of Clara B07M8VY55Z
START DATE: 9/23/21, 10 sessions
DAYS: Thursday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Online


INSTRUCTOR: Decembre
Continue your study of the French language. Topics will focus on extending vocabulary, grammar and improving communication skills. Learners will continue to use the four skills: listening, speaking, reading, and writing.
START DATE: 9/20/21, 10 sessions
DAYS: Monday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Park View High School

2021F33: Introduction to German – $150

INSTRUCTOR: Lothe
This is an introductory course for students with little or no knowledge of the German language. This course provides a solid foundation in the four language skills: listening, reading, writing, and speaking, as well as grammar, with a focus on acquiring interpersonal/ conversational skills in German-speaking cultures.
BOOKS REQUIRED: Themen Aktuell 1 - Kursbuch und Arbeitsbuch [Author: Auferstrasse, Hartmut]
ISBN-3-19-181690-9
START DATE: 9/14/21, 10 sessions
DAYS: Tuesday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Rock Ridge High School

2021F35: German for Travelers – $150

INSTRUCTOR: Vasquez
Planning an upcoming trip to Germany? Want to keep up your German skills? Interested in German culture? Join us to learn the most widely used language in Europe.
START DATE: 9/23/21, 10 sessions
DAYS: Thursday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Rock Ridge High School

2021F36: Basic Italian: Exploring Italian Folklore from the Alps to Sicily – $150

INSTRUCTOR: Brunelli
This course is for new Italian speakers and will cover chapters 1 through 10 in Cristina Mazzoni's Italian Made Simple, 2nd edition, and will explore the foods, wines, festivals, and folklore of the twenty Italian regions from the Alps to Venice, Milan, and Genoa, to the hills of Tuscany and ruins of Rome, to the Amalfi Coast, Naples, and Sicily. Students will practice their Italian conversation skills by taking virtual trips to various cities and events throughout Italy.
START DATE: 9/15/21, 10 sessions
DAYS: Wednesday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Adult Education/North Star School
2021F37: Italian Cooking and Dinner Conversations Workshop – $80

INSTRUCTOR: Brunelli
This workshop is for Italian speakers of all levels and focuses on Italian cooking and dinner planning conversations, using Anne Bianchi’s Italian Festival Foods: Recipes and Traditions from Italy’s Regional Country Food Fairs. Students will work in pairs to present the recipes they have chosen and present the dinner they have made through basic Italian conversations, with emphasis on past and future tenses. The instructor will provide basic Italian conversation worksheets, with cooking and dinner nouns and verbs.
BOOK REQUIRED: Anne Bianchi’s Italian Festival Foods: Recipes and Traditions from Italy’s Regional Country Food Fairs, ISBN-10: 0028623320
START DATE: 10/04/2021; 10/18/2021; 11/08/2021; 11/15/2021; 12/06/2021, 5 sessions
DAYS: Monday
TIME: 6:30 p.m. - 8:30 p.m.
LOCATION: Adult Education/North Star School

2021F38: Introduction to Latin – $150

INSTRUCTOR: Boscovitch
In this course, you will learn the basics of Latin vocabulary and grammar through reading and conversing in the language of the Romans. We will read stories of Roman history and mythology, as well as more modern stories to show the versatility of this ancient language.
BOOK REQUIRED: Lingua Latina per se Illustrata: Pars Prima (ISBN: 978-1585104208)
START DATE: 9/13/21, 10 sessions
DAYS: Monday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Adult Education/North Star School

2021F39: Spanish for Beginners A – $150

INSTRUCTOR: Carrasco
This course will help students to develop basic language proficiency, including vocabulary, and language structure. Students will use the four skills: listening, speaking, reading, and writing.
START DATE: 9/20/21, 10 sessions
DAYS: Monday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Online

2021F40: Spanish for Beginners B – $150

INSTRUCTOR: Ramirez
This course will help students develop basic language proficiency, including vocabulary, and language structure. Students will use the four skills: listening, speaking, reading, and writing (location is only if in-person class).
START DATE: 9/15/21, 10 sessions
DAYS: Wednesday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Adult Education/North Star School

2021F41: Intermediate Spanish - Conversational – $150

INSTRUCTOR: Porta
You will continue developing your speaking and listening abilities while enriching your reading and writing skills.
START DATE: 9/23/21, 10 sessions
DAYS: Thursday
TIME: 6:30 p.m. - 9:00 p.m.
LOCATION: Online

2021F42: Spanish - Let’s get Speaking – $150

INSTRUCTOR: Ribodino
This course is for people who know grammar and vocabulary but need practice to put it together at the time of speaking.
START DATE: 9/14/21, 12 sessions
DAYS: Tuesday
TIME: 6:30 p.m. - 8:00 p.m.
LOCATION: Online
### Health & Nutrition


**INSTRUCTOR:** Wigglesworth  
Eating in 2021 is very complicated. Some people are vegan, others are Keto or Paleo. At the grocery store, you will find options that are organic, gluten-free, fat-free, etc. This class will teach you how to think about food in a new way so you can make better choices for yourself and for your family.  
**START DATE:** 9/22/21, 1 session  
**DAYS:** Wednesday  
**TIME:** 7:00 p.m. - 9:00 p.m.  
**LOCATION:** Adult Education/North Star School


**INSTRUCTOR:** Wigglesworth  
Eating in 2021 is very complicated. Some people are vegan, others are Keto or Paleo. At the grocery store, you will find options that are organic, gluten-free, fat-free, etc. This class will teach you how to think about food in a new way so you can make better choices for yourself and for your family.  
**START DATE:** 10/19/21, 1 session  
**DAYS:** Tuesday  
**TIME:** 10:00 a.m. - 12:00 p.m.  
**LOCATION:** Adult Education/North Star School

**2021F45 – What is Mindful Eating? – $45**

**INSTRUCTOR:** Wigglesworth  
In this class we will discuss and begin to develop the framework for a healthy and satisfying relationship with food. This is not a dieting class, instead, it is an introduction to a mindset that can help you to make better choices with your eating habits.  
**START DATE:** 11/9/21, 1 session  
**DAYS:** Tuesday  
**TIME:** 7:00 p.m. - 9:00 p.m.  
**LOCATION:** Adult Education/North Star School

**2021F46 – What is Mindful Eating? – $45**

**INSTRUCTOR:** Wigglesworth  
In this class we will discuss and begin to develop the framework for a healthy and satisfying relationship with food. This is not a dieting class, instead, it is an introduction to a mindset that can help you to make better choices with your eating habits.  
**START DATE:** 12/7/21, 1 session  
**DAYS:** Tuesday  
**TIME:** 10:00 a.m. - 12:00 p.m.  
**LOCATION:** Adult Education/North Star School

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