



# Community Education



**ELKHART COMMUNITY SCHOOLS**



## Additional Classes Coming!

For the latest updates see our website:

[ecsadulted.wix.com/adulted](https://ecsadulted.wix.com/adulted)

## Spring 2020

- Adult Basic Education, ELL, and Skill Brush Up
- Testing Center
- Continuing Education
- Self Improvement



574-262-5678

## Study Classes

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**Please call in advance to reserve your seat for Orientation. Dates are subject to change.**

Adult Basic Education orientation sessions are available in Elkhart. Students must register in advance.

Students must attend each day of their scheduled orientation session. Absences are not allowed. NO EXCEPTIONS.

Students must present state issued ID and social security card on the first day of orientation. Students without the required identification will not be allowed to participate in that week's orientation and will need to reschedule. NO EXCEPTIONS.

Students under 18 MUST schedule an appointment at 574-262-5678 and present the appropriate completed exit interview paperwork prior to the first day of orientation. Students without the appropriate paperwork will not be allowed to participate in that week's orientation and will need to reschedule. NO EXCEPTIONS. Exit interview packets are available at the Community Education office.

Students should plan to arrive 15 minutes prior to the start of orientation. Students will not be allowed into orientation after the start time.

Students are expected to dress appropriately (business casual please).

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### Register August through April

Classes are FREE, requirements are:

- Multi-day orientation
- Excellent attendance
- Valid photo ID
- Resident of Indiana

### ADULT BASIC EDUCATION

We offer free High School Equivalency (HSE) preparedness classes (formerly GED classes) at locations in Elkhart. \*HSE replaces the GED and is recognized by the State of Indiana.

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### Register August through April

Classes are FREE, requirements are:

- Multi-day orientation
- Excellent attendance
- Valid photo ID
- Resident of Indiana

### ENGLISH LANGUAGE LEARNERS

This program offers students an opportunity to learn the English language at no cost through Elkhart Community Schools in Elkhart county. Call 574-262-5678 to register for an ESL Orientation located in Elkhart.

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### Register August through April

Classes are FREE, requirements are:

- Orientation
- Excellent attendance
- Valid photo ID
- Resident of Indiana

### SKILL BRUSH UP

Need assistance in achieving your goals? Spend time in class or with on-line instruction to enhance your math, writing, and reading skills. This study class is designed to meet local industry educational needs.

## Testing

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574-262-5678



### Register (prior to testing date)

Requirements are:

- Call in or visit to register
- Documentation (Current Government Issued Picture ID)
- \$25 cash, exact change
- \$15 retest

### HSE READINESS ASSESSMENT

Examinees receive a score in the form of a percentage that indicates the likelihood of passing the TASC test. In addition, the Readiness Assessment provides feedback on areas of weakness, allowing examinees to focus their efforts as they prepare for the test.

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### Register (prior to testing date)

Requirements are:

- Register in person at EACC
- Documentation (Current Indiana Government Issued Picture ID)
- \$95 cash, exact change.

### HIGH SCHOOL EQUIVALENCY (HSE, formerly GED)

The Indiana HSE test offers adults an opportunity to earn a nationally accepted high school credential. Be sure to call prior to your registration visit for more information regarding eligibility requirements (such as age and residency).

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Call or email to schedule your appointment today. 574-262-5678 or [kdehaven@elkhart.k12.in.us](mailto:kdehaven@elkhart.k12.in.us)

### PARAPROFESSIONAL EXAM

We offer the ETS Paraprofessional exam at the Elkhart Area Career Center at 2424 California Road, Elkhart. The cost is \$55 for the exam payable by credit or debit card and a \$20 testing fee.





574-262-5678

## HVACR, Welding, AutoCAD

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### HEATING, VENTILATING, AIR CONDITIONING, REFRIGERATION

Below is information on our HVACR programs. We have made some changes this year. Please note that now we will offer HVACR I & III in the Fall and HVACR II & IV in the Spring. We are sharing the specifications now, so that you may prepare. If you have questions, please call us at 574-262-5678.

All HVACR Classes are located at:                      New Annex  
28330 C.R. 10  
Elkhart, 46514

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#### **Tuesdays**

Feb. 4-May 19 (14 classes)

6:00 p.m. - 8:00 p.m.

\$190

Instructor: Mike Fowler

Location: New Annex

#### **HVACR II**

Learn the different types of HVACR systems and components as well as being introduced to basic electricity, thermodynamics, the refrigeration cycle, system maintenance, installation and repair methods, troubleshooting, and customer service.

NOTE: HVACR I will begin fall of 2020.

#### **Thursdays**

Jan. 30—May 14 (14 classes)

No class Feb. 6 & Apr. 9

6:00 p.m. - 8:00 p.m.

\$190

Instructor: Richard Edmonds

Location: New Annex

#### **HVACR IV**

With a building block approach that ensures readers comprehend simpler concepts before moving on to more complex information, this is the perfect resource for learning and applying advanced HVACR concepts. Students will review the refrigeration cycle in comfort conditioning and progress to electrical schematics, maintenance, geothermal heat pumps, and troubleshooting. This content is in conjunction with ACCA, PHCC, and RSES. This course encourages you to apply information as you learn it.

NOTE: HVACR II will begin fall 2020.

#### **Mondays**

Jan. 27-May. 18

No class Feb. 12, Mar. 23, &

Apr. 6

14 classes

5:00 p.m. - 8:00 p.m.

\$348

Instructor: John Kraus

Location: EACC

#### **BASIC WELDING (CLASS I)**

Students learn basic fundamentals of 1G, 2G, 1F and 2F positions. You will be introduced to stick arc welding, GTAW (TIG), GMAW-S and Spray (MIG), FCAU, Oxy-Acetylene cutting/welding (OAW)/brazing and plasma arc cutting (PAC). Students will be taught different welding techniques and how to weld Low Carbon Steel and Aluminum Alloys, read blueprints and interpret weld symbols. Students must arrive to class on time and remain on task. Time management skills are a must. Students are required to provide safety glasses, protective clothing (long sleeve shirt, long pants, close toe shoes or boots) and welding gloves.





### **Tuesdays**

Feb. 4-May. 12

14 classes

5:00 p.m. - 8:00 p.m.

\$348

Instructor: John Kraus

Location: Annex II

### **ADVANCED WELDING (CLASS II)**

Students will learn advanced fundamentals of 1G, 2F, 3G, 3F, 4G and 4F positions. Metal groups include Low Carbon Steel and Aluminum Alloys. Advanced welding in SMAW, PAC, OAC/W, FCAW, GMAW-S, Spray and GTAW welding with interpreting blueprints may make students ready for entry level welding positions. Students must arrive to class on time and remain on task. Time management skills are a must. Employability skills, Integrated Mathematics and English are also part of the welding curriculum. Students are required to provide safety glasses, protective clothing (long sleeve shirt, long pants, close toe shoes or boots) and welding gloves. Prerequisite: Basic Welding.

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### **Mondays & Thursdays**

Feb. 24– May 21 (23 classes)

No class Mar. 23 & Apr. 6

6:30 p.m. - 8:30 p.m.

\$280

Instructor: Tim Dolan

Location: EACC

### **AUTOCAD**

Attain drawing experience for mechanical, architectural and electronic industries. Students are guided through hands-on AutoCAD training using Basic CAD equipment; drawing and editing geometric shapes; dimensioning drawings; drawing files management; and introduction to 3-D drawings. Upon completion, students will be prepared for 3-D modeling and design.

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### **Wednesdays**

Feb. 19– Mar. 25 (8 classes)

6:30 p.m. - 8:30 p.m.

\$105

Instructor: Tim Dolan

Location: EACC

### **AUTOCAD 3-D MODELING**

Design and edit 3-D wireframe, surface and solid models. Create solid models from regions, extruding and revolving; learn to manage user coordinate systems; solid model editing of faces, bodies, and edges using grips, align, rotate, mirror and array; viewing, shading and displaying models. Prerequisite: AutoCAD 2D or equivalent work experience.

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### **Wednesdays**

Apr. 1– May 27 (8 classes)

No class Apr. 8

6:30 p.m. - 8:30 p.m.

\$105

Instructor: Tim Dolan

Location: EACC

### **AUTOCAD 3-D MODELING-ADVANCED**

Continuation of 3-D model creation and editing; mesh and surface models; editing faces, edges and vertices; extracting surfaces and edges; converting surfaces to solids, solids to surfaces. Presentation and visual style settings, basic rendering, lighting and show motion options. Prerequisite: AutoCAD 3-D Modeling or equivalent work experience.

**Wednesdays**

Feb. 26– Apr. 29 (8 classes)

No class Apr. 1 & 8

6:30 p.m. - 8:30 p.m.

\$350

Instructor: Gingerich

Location: EACC

**CHILD DEVELOPMENT ASSOCIATE - CDA\***

Our CDA class is the first step of career advancement in Early Childhood Education careers. Students will study the ins and outs of how children move from one developmental stage to the next and how a caregiver can help them move through these stages successfully. Fee does not include certification exam. Must have completed 120 training hours prior to enrollment.



**REFUND POLICY:**

You must request a refund 10 business days (excludes weekends) prior to the start of the class. No exceptions. If a class is cancelled due to low enrollment, you will be notified and your fee will be refunded. All refunds take approximately 6-8 weeks to be fully processed.

**DATES ARE SUBJECT TO CHANGE:**

Please give us a call if you have questions regarding your class schedule.

“Be kind whenever possible. It is always possible.”

- Dalai Lama

“Be kind, for everyone you meet is fighting a hard battle.”

- Philo

**Mondays and Wednesdays**

Jan. 13—Mar. 11

Check back after Mar. 11 for session 2

6:00 p.m.-7:30 p.m.

\$250

Instructor: DeHaven

Location: Pierre Moran M.S.

**MICROSOFT OFFICE SPECIALIST\* (Word) - MOS Certification**

This is a study class for the MOS Word 2016: Core Document Creation, Collaboration and Communication exam number 77-725. This class will cover; the creation, formatting, and management of documents, tables and lists, inserting graphics, and managing references. Prerequisite: must have good computer skills and a solid basic understanding of Microsoft Word. Each session is 11 classes.

### Check back for future classes in:

- **Quickbooks**
- **Microsoft Word Basics**
- **Microsoft Excel Basics**
- **Google Basics**

**Additional classes** will be added throughout the semester, be sure to check our website or social media for the latest class information:

- [Facebook.com/ECSCCommunityEd](https://www.facebook.com/ECSCCommunityEd).
- [ecsadulted.wix.com/adulted](https://ecsadulted.wix.com/adulted)

\* Financial assistance may be available.



574-262-5678

## Medical

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Check back after January  
13th for availability

### **Qualified Medication Aide Prep (QMA) -**

Are you a CNA ready for more responsibility at work? Looking for a way to increase your pay? QMA may be for you! The role of the QMA is to administer prescribed medications and treatments to a, primarily, geriatric population in long-term care centers. 60 hours of classroom learning followed by 40 hours of a supervised clinical experience. are required. Attendance to each is mandatory. Candidates must successfully pass both an English and Math exam. In addition, candidates must obtain a clear background check prior to the first day of class. This is a "Prep" class. Completion of all course requirements and successfully passing the Indiana State Department of Health QMA exam is required for licensure.

Check back after January  
13th for availability

### **Certified Nursing Assistant Preparation (CNA)-**

Do you enjoy feeling needed? Do you get along well with elderly people? Then we need YOU! CNA's are the front lines in healthcare. At the end of the day, you can be certain of making a difference in someone's life! This rigorous course requires 30+ hours of classroom learning and 75+ hours of supervised clinical instruction to be eligible to sit for the Indiana State Department of Health CNA exam. Attendance to each class is mandatory. Per ISDH, candidates must successfully pass an English exam. In addition, candidates must obtain a clear background check prior to the first day of class. This is a "Prep" class. Completion of all course requirements and successfully passing the Indiana State Department of Health CNA exam is required for licensure.

#### **REFUND POLICY:**

You must request a refund 10 business days (excludes weekends) prior to the start of the class. No exceptions. If a class is cancelled due to low enrollment, you will be notified and your fee will be refunded. All refunds take approximately 6-8 weeks to be fully processed.

#### **DATES ARE SUBJECT TO CHANGE:**

Please give us a call if you have questions regarding your class schedule.



## Self Improvement

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574-262-5678



### Wednesdays

Feb. 5—Apr. 22 (10 classes)

No class Apr. 1 & 8

6:00 p.m. - 8:00 p.m.

\$50

Instructor: McFarland

Location: EACC

### American Sign Language—Part 1

An introduction to American Sign Language, the Deaf community/culture, and every day conversational signs.

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### Thursdays

Feb. 13—May 7 (10 classes)

No class Apr. 9

6:00 p.m. - 8:00 p.m.

\$50

Instructor: McFarland

Location: EACC

### American Sign Language—Part 2

The continuation of part 1 of American Sign Language, the Deaf community/culture, and every day conversational signs.

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### Wednesdays

Jan. 29— Mar. 18 (8 classes)

6:30 p.m. - 8:00 p.m.

\$95

Instructor: Eluvia Flores

Location: EACC

### SPANISH I

Learn essential Spanish conversational skills in an interactive, fun, and highly comprehensible environment. Content will be based on the interest and goals of members of the class. Useful language for work, travel, and everyday interactions, as well as culture of the Spanish speaking world is included. This class is designed for beginners or those with minimal Spanish experience.

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### Wednesdays

Mar. 25— May 20 (7 classes)

No class Apr. 8

6:30 p.m. - 8:00 p.m.

\$95

Instructor: Eluvia Flores

Location: EACC

### SPANISH II

Join us to expand your Spanish conversational skills. Content will be based on the interests and goals of members of the class. Themes will likely include useful language for work settings, travel, and everyday interactions, as well as culture of the Spanish speaking world. Prerequisite: Spanish I or prior experience with basic Spanish communication.

**Additional classes** will be added throughout the semester, be sure to check our website or social media for the latest class information:

- [Facebook.com/ECSCCommunityEd](https://www.facebook.com/ECSCCommunityEd).
- [ecsadulted.wix.com/adulted](https://ecsadulted.wix.com/adulted)

\* Financial assistance may be available.



574-262-5678

## Self Improvement

### Wednesdays

Jan. 22– Mar. 25 (10 classes)

6:00 p.m. - 8:00 p.m.

\$70

Instructor: Diana Tipton

Location: Woodland

### LINE DANCING

No partners needed. Anyone can line dance. It is a fun form of exercise. Our instructor has been teaching line dancing for more than 20 years. Come Join us!

# Coming soon!

### Check this spring for:

- Pharmacy Technician classes (after February 10th)
- C.N.A. classes
- Q.M.A. classes

### Check fall 2020 for:

- Intuit Quickbooks classes
- Piyo
- Zumba
- HVACR I
- HVACR III

### REFUND POLICY:

You must request a refund 10 business days (excludes weekends) prior to the start of the class. No exceptions. If a class is cancelled due to low enrollment, you will be notified and your fee will be refunded. All refunds take approximately 6-8 weeks to be fully processed.

### DATES ARE SUBJECT TO CHANGE:

Please give us a call if you have questions regarding your class schedule.

## Registration

574-262-5678



## Registration Begins January 21st, 2020

### Phone-In

Phone in your registration by credit card Monday-Thursday from 10 a.m.-6 p.m. (when school is in session) and Friday from 10 a.m.-2 p.m. to (574) 262-5678. Please have your course name and payment information ready.

### Walk-In

You may register in person at the Elkhart Area Career Center (to the right of Memorial High School), 2424 California Rd., Elkhart, IN 46514. Office hours (when school is in session) are Monday-Thursday from 9 a.m.-8 p.m. and Friday from 10 a.m.-2 p.m. We accept cash, check, money order, and Visa or MasterCard at the office.

### Mail-In

Fill out the registration form and mail it in with check or money order and mail to:

ECS Community Education  
2424 California Rd.  
Elkhart, IN 46514

### Payment Information

Payment must be submitted in full at the time of registration.

### Website Information

Visit us online at [ecsadulted.wix.com/adulted](https://ecsadulted.wix.com/adulted).

### Social Media

Keep up to date on our latest offerings by following us:

Facebook.com/ECSCCommunityEd  
Twitter.com/ECSCCommunityEd

**Fees are due at the time of registration.** Please return this application with your personal check or money order made payable to: ELKHART COMMUNITY SCHOOLS.

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone : \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Course: \_\_\_\_\_ Fee \$ \_\_\_\_\_

Course: \_\_\_\_\_ Fee \$ \_\_\_\_\_

Course: \_\_\_\_\_ Fee \$ \_\_\_\_\_

TOTAL ENCLOSED \$ \_\_\_\_\_



ECS Community Education  
2424 California Road  
Elkhart, IN 46514

Non-Profit  
U.S. Postage  
PAID  
Permit No. 392  
Elkhart, IN 46515

Phone: 574-262-5678

Fax: 574-262-5675

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[Facebook.com/ECSCCommunityEd](https://www.facebook.com/ECSCCommunityEd)