Options
CONTINUING EDUCATION PROGRAMS
The Program of Choice for Life-long Learning

6-Week Winter Session Begins
Saturday, January 25, 2020
Registration Begins
Monday, December 16, 2019
Options
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FOR ADULTS ONLY

A Non-traditional Degree Program is one that caters to certain groups of students. Chicago State University offers two non-traditional degree programs that share some similar features, and enable students to improve and enhance their quality of life while meeting family and other responsibilities. They are often adults who need a four-year degree for job placement.

ADULT INTEGRATED LEARNING PROGRAM (AIL)

DEGREES OFFERED: Bachelor of Arts, Bachelor of Science

AIL is a degree completion program designed to meet the undergraduate needs of experienced adults in a manner compatible with career and family responsibilities. Designed for students who may not want to study a specific subject, the program gives students the option of taking classes from more than one department. Some non-traditional degree students are allowed to design their own major. Students complete graduation requirements through an alternative approach to higher education. AIL program allows students to earn college credits based upon life experiences, such as work experiences, college-level examinations, military training, volunteer activities and other industry training. The evaluation process most often used is the Prior Learning Assessment (PLA).

ADMISSION REQUIREMENTS:
- Attend a Prospective Student Meeting
- Have successfully completed 24 semester hours at an accredited institution, or graduated from high school at least seven years ago
- Be in good standing at previous college or university
- Have a cumulative GPA of 2.0 or higher

GRADUATION REQUIREMENTS:
- Completion of University General Education required courses
- Completion of all AIL program required courses
- Completion of the last 30 hours at CSU
- Completion of 30 semester hours in Upper Division courses, 12 hours must be at the 400 level
- Completion of 120 total semester hours
- Minimum overall GPA of 2.0 at the time of graduation

To learn more about the program, contact:

Nelly Maynard, Dean
Continuing Education & Non-traditional Degree Programs
(773) 995-4466 / nmaynard@csu.edu
BUSINESS AND VOCATIONAL

BV2203. Grant Writing Workshop
This grant writing class is designed to introduce and discuss the components of a grant proposal for public and private foundations. Each student will be given an opportunity to practice in writing, and to develop each of the basic components as well as discuss the stages of fundraising for a 501c3 non-profit. Students will also be given an opportunity to develop a full fundable grant proposal. The successful student will be required to complete typed homework assignments. This class is designed for both beginners and the experienced who may be interested in fine tuning their grant writing skills.

Instr: Sheila Yarbrough
Thur, 6:30p.m. - 8:00p.m.
8 weeks
Fee: $141

BV2204. Dialysis Technician Program
This 50-hour Dialysis Technician Program provides students with the knowledge and skills needed to perform the duties required of Dialysis Technicians. Under the supervision of physicians and registered nurses, Dialysis Technicians operate kidney dialysis machines, prepare dialyzer reprocessing and delivery systems as well as maintain and repair equipment. Furthermore, technicians work with patients during dialysis procedures and monitor and record vital signs as well as administer local anesthetics and drugs as needed. Additionally, they may also be involved in the training of patients for at-home dialysis treatment. Note: this program does not include a national or state certification as part of its overall objectives. Additionally, there is no student internship or clinical rotation offered as part of this program.

Instr: TBD
February 11 – March 31
Tues & Thur, 6:00p.m. - 9:00p.m.
50 Hours
Fee: $1,199 (textbooks included)

BV2205. Retail Pharmacy Technician
If you are a high school senior, young adult or a senior citizen considering a change, this training will get you off to a fast start toward a new career. This eight week class will introduce you to the responsibilities of a community pharmacy technician as well as teach you how to interpret prescriptions. Class will also include in-depth coverage of dosage calculations, medication classifications and federal laws. You will receive an application for state licensing and after completion of the course, with regular attendance, a certificate will be issued. Workbooks are required and can be purchased from the instructor for $60.00. Enrollment is limited.

Instr: Kay Hoffman
Sat, 9:30a.m. - 11:30a.m.
8 weeks
Students that qualify for WIOA may receive a tuition waiver.
Fee: $313
BV2206. EKG Technician Certification Program
This comprehensive 50 hour EKG Technician Certification Program prepares students to function as EKG Technicians and to take the ASPT - Electrocardiograph (EKG) Technician exam and other National Certification Exams. This course will include important practice and background information on anatomy and physiology of the heart, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, electrocardiography and stress testing. Additionally, students will practice with EKG equipment and perform hands on labs including introduction to the function and proper use of the EKG machine, the normal anatomy of the chest wall for proper lead placement, 12-lead placement and other clinical practices.
National Certification: After the successful completion of this program, students will be prepared to sit for the American Society of Phlebotomy Technicians, Inc. (ASPT) Certified EKG Technician (CET) exam. Students that qualify for WIOA can receive a tuition waiver.
Instr: TBD
March 9 – April 27
Mon & Wed, 6:00p.m. - 9:30p.m.
50 Hours
Fee: $1,199

BV2207. Phlebotomy Technician Certification Program
This 90-hour Phlebotomy Technician Program prepares professionals to collect blood specimens from clients for the purpose of laboratory analysis. Students will become familiar with all aspects related to blood collection and develop comprehensive skills to perform venipunctures completely and safely. Classroom and lab work includes terminology, anatomy and physiology; blood collection procedures; specimen hands-on practice; and training in skills and techniques to perform puncture methods.
National Certification: Students who complete this program will have the opportunity to pursue the National Health Career Association (NHA) Phlebotomy Technician (CPT) Exam. Students that qualify for WIOA can receive a tuition waiver.
Instr: TBD
January 21 – March 31
Tues & Thurs, 6:00p.m. – 9:30p.m.
February 1, 22 and March 14
Sat, 9:00a.m. – 3:00p.m.
90 Hours
Fee: $1,799 (textbooks included)

BV2209. Basic Nursing Aide
Students will receive comprehensive instruction and clinical training in an Illinois-approved CNA program. Certified nursing assistants work in all types of licensed health care facilities including nursing homes, home health agencies, hospices, hospitals, and intermediate care facilities. This is an eight (8) week program with an additional week for orientation and three (3) review sessions to prepare for the certification examination. Classes meet three days a week for four hours a day. Students will also complete 40 hours of clinical (8 hour days) that are scheduled in health care facilities on Fridays or Saturdays 7:00 am – 3:00 pm. Participants must pass a background check.
Call 773 995-3741 for class dates.
Students that qualify for WIOA can receive a tuition waiver.
Fee: $4,500
BV2210. Home Health Aide/Personal Care Assistant
Personal care/home care assistants assist elderly and individuals with disabilities in the completion of the individual's activities of daily living in their homes or in care facilities. Home Health Aides can assist with basic housekeeping as well as meal preparation. The occupational training targets skills in administering personal hygiene, dressing, and ambulation, advising individuals in nutrition, household cleanliness and hygiene, monitoring vital signs and medication under supervision, communication and working with families on changes in lifestyle and companionship, documentation of client status and case review and consultation with the care team on needs of the clients.
Call 773-995-3741 for class dates.
Students that qualify for WIOA can receive a tuition waiver.
Fee: $1,290

BV2211. Thinking About Buying Foreclosure Property?
Today, more than ever, there are vast opportunities to invest in real estate. Regardless of credit, income, or social status, anyone can invest in real estate or make money within the industry. Foreclosure investing is one of the most profitable ways of investing in real estate. Learn how to: become an investor, buy and flip property, use no money down techniques, and make money before investing in property.
Instr: Howard Naugles
Thur, 6:00p.m. - 8:00p.m.
Fee: $79

BV2220. Jump Start Your Notary Business
Become a Notary Signing Agent and earn $100 to $150 per assignment in this challenging economy. Students will learn how to effectively execute loan documents, how to become a notary and how to seek agencies who are seeking highly qualified notary signing agents. At the end of the class, students will know how to perform a loan closing, and be efficient in understanding the loan process. This course will enable the participants to become notary signing agents within the Chicagoland and suburban areas. The goal of the training is to prepare students to establish a business partnership with mortgage companies, nationwide agencies, and be their own boss and earn income. Workbooks are required for this class and can be purchased from the instructor for $55.00. Class meets for two days.
Instr: Beverly Singleton
February 3, 5
Mon & Wed, 6:00p.m. - 9:00p.m.
Fee: $195

BV2223. Jewelry - Beginners and Beyond
Set your imagination free as you create jewelry and design wearable art. Be amazed and inspired by the possibilities. You can wear it yourself, or sell it at craft shows. There is a $20 material fee payable to the instructor.
Instr: Estell Hardiman
Sat, 9:00a.m. - 11:00a.m.
Fee: $79

BV2224. Dental Assistant
Students must be at least age 18-years old, and have a high school diploma or equivalent.
Call 773-995-4466 for additional information.
Mon, Wed, Fri, 10:00a.m. - 3:00p.m.
12-week, rotating schedule
Students that qualify for WIOA can receive a tuition waiver.
Fee: $7,175
BV2238. Medical Billing and Coding Certification
The Medical Billing and Coding program is a 12-week program which includes four (4) courses that are WIOA approved. The Medical Billing and Coding career field is for those who want to work in health care. Medical Billing and Medical Coding are actually two distinct jobs. Medical Billers are responsible for making sure everyone is billed correctly; which involves talking with patients and/or health insurance companies on a regular basis to make sure all invoices are paid. Medical Coders do not have much interaction with insurance companies nor patients. This job is perfect for someone who would prefer to spend time analyzing and coding data. Every duty performed in a medical office has a particular code assigned to it, and it needs to be coded properly in order for proper billing. The Medical Coder and Biller often work together to make sure all invoices are paid properly.
**Tue & Thur, 5:30p.m. - 9:00p.m.**
12 weeks
Students that qualify for WIOA can receive a tuition waiver.
Fee: $3,090

BV2904A. Hair Braiding - Part I
Learn to hold and start the individual braid. Individual braids include box braids, regular size braids, micros and micro-mini. Learn to do goddess braids, casamas, and sculpture and design. We’ll also learn kinky twist, Senegalese, regular, flat twist, twistees/comb twist and sculpture twist.
**Instr: Charlotte Henderson**
**Sat, 11:00p.m. - 12:15p.m.**
Fee: $113

BV2904B. Hair Braiding - Part II
Advance to more complex styles. Learn more about dreadlocks, silky dreads, natural dreads, and cork screws. We’ll cover interlocking/tree braiding, strand by strand, weaving/sew on, lacing, bonding and fusion knots, and care and maintenance. Materials not included.
**Instr: Charlotte Henderson**
**Sat, 12:30p.m. - 1:45p.m.**
Fee: $113

I COULD TEACH A COURSE LIKE THAT!

Do you want to share your experience with others? Options would like to hear from you. Request a course proposal form at 773 995-4466.
CA3500. Cannabis Certificate
If you take all five of the classes: Cannabis 101, Cannabis Production in a Greenhouse Environment, Chemistry and Pharmacology of Cannabis-derived Compounds, Recreational Cannabis: Legal and Social Implications, and Cannabis Entrepreneurship you receive a certificate. 
Sat, January 18, 25; February 1, 8, 15, 22, 29; March 7
9:00a.m. - 3:30p.m.
Fri, January 31
5:30p.m. - 8:30p.m.
Fee: $445

CA3501. Cannabis 101
Study the basics of compliance systems, safety procedures, active chemicals, and processes for retail and customer service in small or large-scale operations. Training includes an overview of dosing, safe consumption, packaging, and the various cannabis product types and their effects. This is designed to be a practical course that provides basic information needed for working in the cannabis industry.
January 18, 25 and February 1, 8
Sat, 9:00a.m. – 12noon
Fee: $99

CA3502. Cannabis Production in a Greenhouse Environment
Study the strategies for optimal cannabis production. Topics will focus on basic plant biology, morphology and structure, physiology and reproduction. Other topics will include greenhouse conditions influencing growth and development, including proper lighting, cooling, humidity, plant nutrition and pest control.
January 18, 25 and February 1, 8
Sat, 12:30p.m. - 3:30p.m.
Fee: $99

CA3503. Chemistry and Pharmacology of Cannabis-derived Compounds
Study the types of cannabinoid receptors and their activities, as well as a comparison of the chemistry and pharmacology of the major chemical components of cannabis. The course will examine the differences in secondary metabolites for different species/subspecies of cannabis.
January 31 (one session only)
Fri, 5:30p.m. - 8:30p.m.
Fee: $99

CA3504. Recreational Cannabis: Legal and Social Implications
Study the laws and regulations involved with the cannabis industry in Illinois. Differences between recreational and medical marijuana will be highlighted as well as the personal and community impacts of recreational marijuana use and related social justice issues.
February 15, 22, 29 and March 7
Sat, 9:00a.m. – 12noon
Fee: $99

CA3505. Cannabis Entrepreneurship
Study the basic business concepts for cannabis entrepreneurs, product vs. services, businesses, managing inventory, and cash flow cycle impacted by the particular characteristics of the product. It assists the entrepreneur in developing a business plan specific to the cannabis business, including how to raise capital given the regulatory context.
February 15, 22, 29 and March 7
Sat, 12:30p.m. - 3:30p.m.
Fee: $99
ACADEMICS

AC2001. Math
Many youngsters are having difficulty with math simply because they do not understand basic math concepts. This course will increase math proficiency and assist your child in overcoming individual problem areas. Give your student the skills and confidence to function at the appropriate grade level. A diagnostic exam will be given at the first class session. Textbook is required. $20.00 fee for book not included.

Instr: TBA
A. Grades 1 - 3, Sat, 9:00a.m. - 10:15a.m.
B. Grades 4 - 5, Sat, 10:30a.m. - 11:45a.m.
C. Grades 6 - 8, Sat, 12:00noon - 1:15p.m.
Fee: $79

AC2004A. Elementary Algebra
Students are exposed to the tools of algebra (problem solving plans, numbers & expressions, variables & expressions, properties, variables & equations, etc.) Emphasis is placed on learning and understanding the language of algebra. Textbook is required. $20.00 fee for book not included.

Instr: Gregory Nimpson
Sat, 10:30a.m. - 12noon
Fee: $79

AC2004B. Intermediate Algebra
Emphasis is on learning and understanding algebraic functions, graphs of linear equations, logical thinking and problem solving. Students should have taken pre-algebra in order to register for this course. Textbook is required. $20.00 fee for book not included.

Instr: Gregory Nimpson
Sat, 12noon - 1:30p.m.
Fee: $79

AC2004C. Advanced Algebra
Builds on topics covered in Elementary and Intermediate Algebra. Emphasis is on learning and understanding rational expressions, inequalities, absolute value equations, systems of linear equations, quadratic equations, and their respective graphs. Requires a graphing calculator! Textbook required. $20 fee for book not included

Instr: Gregory Nimpson
Sat, 1:30p.m. - 3:00p.m.
Fee: $79

AC2008. Write to the Point
In this basic writing course, students will become familiar with sentence structure, grammar, punctuation and more. This course is intended to help students produce clear, concise, logically organized essays and reports. Emphasis is placed on purpose, thesis, organization, and development.

Instr: Barbara Maxon
Teens/Adults - Sat, 11:30a.m. - 1:00p.m.
Fee: $79

AC2011. Academic Tutoring for Adults and Children
Meet with an expert tutor for six to ten one-hour sessions.

Reading
Writing
Math
Fee: $30 per hour, 6-hour minimum
AQUATICS
Saturday Swimming classes will begin January 11, 2020, and will meet for six weeks. Classes are temporarily being held at Fenger Academy High School located at 11220 S. Wallace St, Chicago, IL 60628

SW3001. Aquacise (Adults only)
You will exercise all parts of the body. This class promotes improved muscle tone, circulation, and development of motor skills. The ability to swim is not required to enroll.

Instr: TBA
Sat, 8:00a.m. - 9:00a.m.
6 weeks
Fee: $93

SW3002. Level 1 - Introduction to Water Skills
Helps participants feel comfortable in the water. Goals: Enter and exit water using ladder, steps or side; blow bubbles through mouth and nose; bobbing; open eyes under water and retrieve submerged objects; front and back glides and floats; recover to vertical position; roll from front to back and back to front; change direction of travel while swimming on front or back; tread water using arm and hand actions; alternating and simultaneous leg and arm actions on front and back; combined arm and leg actions on front and back.

SW3002A. (Ages 7 - 13)
Sat, 11:00a.m. - 12noon
Instrs: Rudolph Henry/Donna Watson

SW3002B. (Teens & Adults)
Sat, 12:00noon - 1:00p.m.
Instrs: Rudolph Henry/Donna Watson
6 weeks
Fee: $93

SW3003. Level 2 - Fundamental Aquatic Skills
Gives participants success with fundamental skills. Goals: Enter and exit water using ladder, steps or side; fully submerge and hold breath; bobbing; open eyes under water and retrieve submerged objects; front, jellyfish and tuck floats; front and back glides and floats; recover to vertical position; roll from front to back and back to front; change direction of travel while swimming on front or back; tread water using arm and leg actions; combined arm and leg actions on front and back, finning arm action.

SW3003A. (Ages 7 - 13)
Sat, 11:00a.m. - 12noon
Instrs: Rudolph Henry/Donna Watson

SW3003B. (Teens & Adults)
Sat, 12noon - 1:00p.m.
Instrs: Rudolph Henry/Donna Watson
6 weeks
Fee: $93

SW3004. Level 1 & 2 (Ages 6 - 13)
Class begins January 15, 2019
Wed, 5:00p.m. - 6:00p.m.
Instr: Rudolph Henry
6 weeks
Fee: $93

SW3005. Level 1 & 2 (Teens & Adults)
Class begins January 15, 2019
Wed, 6:15p.m. - 7:15p.m.
Instr: Rudolph Henry
6 weeks
Fee: $93
SW3006. Infant - Water Babies (Ages 8-months to 24-months)
There must be an adult with the child in the water at all times. Goals: Learn to ask for permission before entering the water; learn how to enter/exit the water in a safe manner; feel comfortable in the water; explore submerging to the mouth, nose, and eyes; explore buoyancy on the front and back position; change body position in water; learn how to play safely.

**Instrs: Rudolph Henry/Donna Watson**
Sat, 9:00a.m. - 9:45a.m.
6 weeks
Fee: $93

SW3007. Tiny Tots Swim (Ages 3 - 6)
Goals: Enter and exit water using ladder, steps or side, or jumping in; blow bubbles through mouth and nose; fully submerge and hold breath; submerge mouth, nose and eyes; open eyes under water and retrieve submerged objects; bobbing; front and back floats and glides; recover from a front or back float or glide to a vertical position; roll from front to back and back to front; tread water with arm and hand actions; alternating and simultaneous leg actions on front and back; alternating and simultaneous arm actions on front and back; combined arm and leg actions on front and back.

**Instrs: Rudolph Henry/Donna Watson**
Sat, 10:00a.m. - 11:00a.m.
6 weeks
Fee: $93

SW3010. Level 3 – Stroke Development
Builds on the skills in Level 2 through additional guided practice in deeper water. Goals: Enter water by jumping from the side; headfirst entries from the side and kneeling positions; bobbing while moving toward safety; rotary breathing; survival float; back float; change from vertical to horizontal position on front and back; tread water; flutter, scissor, dolphin and breaststroke kicks on front; front crawl and elementary backstroke.

**SW3010A. (Ages 7 - 13)**
Sat, 11:00a.m. - 12noon
**Instrs: Rudolph Henry/Donna Watson**

**SW3010B. (Teens & Adults)**
Sat, 12noon - 1:00p.m.
**Instrs: Rudolph Henry/Donna Watson**
6 weeks
Fee: $93

SW3011. Level 4 – Stroke Improvement and Refinement (Advanced swimmers only/no age restriction)
Develops confidence in the skills learned and improves other aquatic skills. Provides further coordination and refinement of strokes. Goals: Headfirst entries from side in compact and stride positions; swim under water; feet first surface dive; survival swimming; front crawl and backstroke open turns; tread water using 2 different kicks; front and back crawl, elementary backstroke, breaststroke, sidestroke and butterfly; flutter and dolphin kicks on back. Shallow-angle dive from the side then glide and begin a front stroke tuck and pick surface dives, submerge completely; front flip turn and backstroke flip turn while swimming; front and back crawl, elementary backstroke, breaststroke, sidestroke and butterfly, sculling.

**Instrs: Rudolph Henry/Donna Watson**
Sat, 12noon - 1:00p.m.
6 weeks
Fee: $93
COMPUTERS

CS2401. Word Basics with Microsoft 2010
Learn the basics of word processing with Microsoft Word. Learn how to create, save, edit and print documents. Also learn how to move, copy, format documents using proofing tools, tabs and indents. You will create, sort, format, merge and perform calculations in tables. This beginning level class will help you with basic document preparation. Students must bring a USB to each class for their assignments and homework.
Instr: Myron Nash
Sat, 9:00a.m. - 11:00p.m.
Fee: $79

CS2402. Introduction to Excel 2010
Excel is a powerful application designed to manage financial information, perform mathematical calculations, track database information, and more. Although the spreadsheets you create do not necessarily have to contain numbers, the strength of Excel lies in its capabilities to manipulate numeric information. The most common uses of Excel are to create spreadsheets, lists, tables, and charts. Students must bring a USB to each class for their assignments and homework.
Instr: Myron Nash
Sat, 11:00p.m. - 1:00p.m.
Fee: $79

DANCE

DA2501. Introduction to Steppin’ (Adults)
If you are a stepper wannabe, this is your opportunity to learn the fundamentals of this progressive art form that originated right here in Chicago. Join others like yourself for this fun-filled adventure in steppin’. Dazzle your friends with your mastery of the basic 8-count. No partner needed.
Instr: Tina Melendrez AKA Salsa Tina
Sat, 1:30p.m. - 3:00p.m.
Fee: $79

DA2501B. Intermediate/Advanced Steppin’ (Adults)
Now that you have the fundamentals under your belt, it’s time to begin working on those fancy turns. Learn the combinations you see everyone breezing through. Develop your own signature move. Improve your footwork past the basic pattern. No partner needed. Students must have taken an introductory course or receive instructor’s permission in order to register for this course.
Instr: Tina Melendrez AKA Salsa Tina
Sat, 3:00p.m. - 4:30p.m.
Fee: $79
HEALTH & WELLNESS
Please consult your physician to make sure these fitness classes are appropriate for your health situation.

FT2606. Weight Training
This class, designed for men and women, introduces the principles and skills of weight training for health, fitness, athletic conditioning and body composition on state-of-the-art equipment. Your workout is closely supervised. Register early!
_Instr: John Mammie_
Sat, 9:30a.m. - 11:00a.m.
Fee: $75

FT2608. Total Body Fitness
Watch those pounds melt away! This class is designed for all fitness levels. You will work the whole body using weights and machines. It incorporates strength training for fitness, and health and body conditioning.
_Instr: John Mammie_
Sat, 8:00a.m. - 9:30a.m.
Fee: $75

FT2609. Yoga: Center Your Mind and Body
Join this class to reduce body tensions while increasing peace of mind. A qualified instructor will guide participants through yoga techniques, deep breathing, stretch awareness, relaxation and meditation. Wear loose clothing and bring a mat.
_Instr: TBA_
Thur, 5:00p.m. - 6:30p.m.
Fee: $75

FT2610. Early Morning Aerobics
Get fit, look great! Shape, tone, and boost your physical endurance with this dynamic workout designed to promote cardiovascular health, weight loss, and flexibility.
_Instr: TBA_
Mon & Wed, 9:00a.m. - 10:00a.m.
Fee: $79

FT2611. Bottoms Up
This workout is designed to build cardiovascular health, lift, tone, and shape your bottom! At the same time, you will lose those unwanted pounds and inches off your bottom, hips, and thighs.
_Instr: TBA_
Tues & Thurs, 10:0a.m. - 11:00a.m.
Fee: $79

KIDS KORNER

KK2319. Martial Arts for Kids (Ages 5 - 10)
Children can apply the physical and mental skills learned in martial arts into all aspects of life. The class is jam-packed with excitement and fun to keep students interested and motivated so they can reap the long-term benefits of training. Minimum age 5.
_Instr: TBA_
Sat, 3:00p.m. - 4:00p.m.
Fee: $67
KK2320. Les Enfants Dance
Les Enfants Dance Program integrates song and dance taught through cultural context. Our goal is to empower students through exposure to dance as an art form, professional opportunity and tool of expression. Les Enfants' objectives are to introduce students to a variety of dance styles, foster artistic growth of personal and professional discipline through dance. Students are introduced to ballet and modern for classical training. Students also learn traditional African, Caribbean and Latin dances.

Instr: Shakeena President-Beckford
A. Ages 7 - 13, Sat, 11:00a.m. - 12noon
B. Ages 14 - 18, Sat, 12noon - 1:00p.m.
Fee: $81

MUSIC

MU2801. Piano Part II
If you really want to be heard, make music and not noise! Learn to play the piano in an electronic piano lab setting. Previous musical background is helpful but not required. Book available in class. Fee for book not included.

Instr: Barbara Maxon
Sat, 9:00a.m. - 11:00a.m.
Fee: $81

language

LA3301. Basic Spanish for Beginners
Become familiar with our second national language. This class is for beginners and those who want to brush up on their Spanish skills. You will learn the phonetic pronunciation of the Spanish alphabet, as well as groups of words and phrases. An excellent course!

Instr: TBA
Sat, 9:00a.m. - 11:00a.m.
Fee: $75

LA3302. Introduction to American Sign Language (ASL)
This is an introduction to American Sign Language (ASL), its basic vocabulary, structure, syntax and grammar. Students will learn fingerspelling, and how to construct simple sentences.

Instr: TBA
Sat, 1:00p.m. - 2:00p.m.
Fee: $75

seniors

These classes are offered for seniors, 60 and over. Choose a class from this section or select from among the many other classes in this schedule. The courses in this section are priced at a reduced rate for seniors and parking is free for seniors 60 and over.

SC3201. Senior Fitness
This is an exercise class tailored for the older adult. Improve your flexibility and increase your strength. The class is designed to meet your individual needs and the exercises allow you to progress at your own pace. Bring a towel.

Instr: TBA
Tue & Thur, 9:00a.m. - 10:00a.m.
Fee: $63

SC3202. Introduction to Computers (Seniors Only)
Have you realized you don’t know much about computers? Do you feel it’s time to get with the program? In this class, you will gain an understanding of how your computer functions, learn all it can do and what new doors the world of computers can open for you. This program includes
a free flash drive to save all your files you receive in class.

*Instr: Myron Nash*

**Mon, 11:00a.m. - 12:30p.m.**

**Fee: $63**

**SC3210. Stay Flexible After 50 with Yoga**

Relax and renew yourself naturally. Experience the many benefits of yoga. Yoga is one of the best ways to ease the mind and body. Enjoy the wonderful benefits of gentle stretching and strengthening. Bring a mat and towel to class.

*Instr: Anita Cooper*

**Fri, 10:00a.m. - 11:00a.m.**

**Fee: $63**

**SC3213. Tai Chi for Seniors**

In this moving meditative course, students will practice the ancient art of Tai Chi and discover the connection between mind and body. This course will focus on reducing mental and physical stress, becoming aware of, and, cultivating your chi, and directing the flow of positive energy through body.

*Instr: TBA*

**Mon & Wed, 11:00a.m. - 12noon**

**Fee: $63**

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In seed time learn, in harvest teach, in winter enjoy.

~William Blake
Southside Executive Entrepreneurial Program
in partnership with CIBC Bank and Beverly Wintrust Bank

Participants: Established small businesses who aspire to grow their businesses

Class Dates and Times

Session Highlights:

- Business & Leadership: Organizational Management and Planning
  - Marketing, Branding, Sales, and Advertising
  - Competition, Customer Base & Contracts
  - Understanding Financial Management
- Long Term Business Strategies, Case Studies and Succession Planning
  - Improving Your Credit Profile and Score
  - Accessing Multiple Capital Resources

Tuition fee waivers available for qualified participants
For additional information, Call 773 995-4466
Want a Job That’s In Demand?

Online Career Training:
- Medical Transcription
- Medical Coding and Billing
- Pharmacy Technician
- Medical Administrative Assistant
- Administrative Assistant

Chicago State University has partnered with Career Step to offer online training for in-demand careers. Tens of thousands of new jobs are expected in these career fields, and with these programs you can enjoy:
- Open enrollment so you can get started now
- Online curriculum that’s available 24/7
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EKG Technician Certification Program
This comprehensive 50 hour EKG Technician Certification Program prepares students to function as EKG Technicians and to take the ASPT – Electrocardiograph (EKG) Technician exam and other National Certification Exams. This course will include important practice and background information on anatomy and physiology of the heart, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, electrocardiography and stress testing. Additionally, students will practice with EKG equipment and perform hands on labs including introduction to the function and proper use of the EKG machine. National Certification: After the successful completion of this program, students will be prepared to sit for the American Society of Phlebotomy Technicians, Inc. (ASPT) Certified EKG Technician (CET) exam. Student Tuition: $1,199

Surgical Technician Program
This comprehensive 70 hour course will cover the surgical technician’s role beginning from pre-op preparation, during the operative procedure and finish with post-operative room break down. This course covers the following key areas and topics – The history of surgery; introduction to the operating room; the legal aspects of surgery and the surgical technician; policies and guidelines: introduction to human anatomy, surgical instruments, operating room equipment, operation, and maintenance; introduction to patient preparation; as well as other key concepts. Note: The objectives of this class do not include a state or national certification – which generally requires at least 2 years of formal education. Student Tuition: $1,599

Dialysis Technician Program
This 50-hour Dialysis Technician Program provides students with the knowledge and skills needed to perform the duties required of Dialysis Technicians. Under the supervision of physicians and registered nurses, Dialysis Technicians operate kidney dialysis machines, prepare dialyzer reprocessing and delivery systems as well as maintain and repair equipment. Furthermore, technicians work with patients during dialysis procedures and monitor and record vital signs as well as administer local anesthetics and drugs as needed. Additionally, they may also be involved in the training of patients for at-home dialysis treatment. Note: This program does not include a national or state certification as part of its overall objectives. Additionally, there is no student internship or clinical rotation offered as part of this program. Student Tuition: $1,199

Phlebotomy Technician Program
The Phlebotomy Technician Program prepares professionals to collect blood and other specimens from clients for the purpose of laboratory analysis. This course covers the following key areas and topics: Process and procedures for collecting blood specimens for laboratory analysis, all aspects of blood collection and related procedures, the order of draw, universal precautions, skills to perform venipunctures completely and safely, and, terminology and related anatomy and physiology. Students should have or be pursuing a high school diploma or GED. Several state and national certification exams exist to test the competency of aspiring phlebotomy technicians. Course Contact Hours: 90 hrs. * Optional Clinical hours: 40 hrs. Student Tuition: $1999
*Add $200 to tuition amount to include Optional Clinical Externship.

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· Personal Training/Advanced Personal Training — each course presents different aspects of the profession, providing the student with the knowledge, skills, and abilities to implement a unique medically-based fitness model for their future or current clients.

· Personal Training and Group Exercise Training for Older Adults — establishes a standard to ensure the development of safe and effective exercise programs for older adults. Curriculum standards are consistent with the "International Curriculum Guidelines for Preparing Physical Activity Instructors of Older Adults” in collaboration with and endorsed by the World Health Organization.

· Women's Exercise Training and Wellness — teaches students to tailor fitness plans to meet the needs of women of all ages at medically-based fitness facilities, YMCA/JCC’s, community wellness programs, personal training studios, physical therapy clinics and more.

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REGISTRATION INFORMATION

BY MAIL
Complete the attached registration form, sign and mail with your check. Make checks/money orders payable to Chicago State University. Mail registration form and payment to Options Program – JDC 201, CSU, 9501 S. King Drive, Chicago, IL 60628. Please use one registration form for each person registering.

BY PHONE
Register by phone at 773 995- 4466 with a Visa, MasterCard, Discover, or American Express. Be sure to have all the requested information on your registration form when you call.

BRING IN YOUR REGISTRATION
Register in–person in the Options Program office, Jacoby Dickens Athletic Center, Room 201. Office hours are 9:00a.m. - 5:00p.m., Monday through Friday. The office will be open 9:00a.m. - 7:00p.m., Thursday, January 16, 2020, and Thursday, January 23, 2020. Registration will also be held Saturday, January 18, 2020, and Saturday, January 25, 2020, from 9:00a.m. - 1:00p.m.

GENERAL INFORMATION

COURSE FEES
Refer to course description for fees. Fees are payable by check, money order, American Express, Discover, Visa, or MasterCard.

CLASS MEETINGS
The Winter session begins Saturday, January 25, 2020, and ends Friday, March 6, 2020. See course descriptions for exceptions.

PARKING DECALS
Parking decals are available for $10.00 for students enrolled in Options classes. There is a $5.00 fee to enter the campus. Please note, decals can be purchased in the Parking Department after students have registered. Students enrolled in the university's academic courses are not eligible for Options parking decals. Seniors, 60 and over, enrolled in Options courses, receive FREE parking decals.

CLASS SIZE
The university reserves the right to limit the size of classes and to cancel classes due to insufficient enrollment.

CANCELLING YOUR REGISTRATION
Cancelling your registration: In the event that you must cancel your course registration, we encourage you to send someone in your place by simply informing the Options department of the name change. Registration cancellations by phone or in writing must be received at least seven days prior to the published course start date. Cancellation requests received before the seven day deadline will result in fees being refunded, less a $10 administration fee. Processing may take six to eight weeks. We regret that no refund is available when a course registration is cancelled after the seven-day deadline. Failure to read the information contained in this schedule does not constitute exemption from stated regulations.

FOR MORE INFORMATION
CALL US
773-995-4466
VISIT OUR WEBSITE
csu.edu/ContinuingEducation/Options.htm
EMAIL US
options@csu.edu
## Options

**WINTER TERM 2020**

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**TOTAL**

Student Name: ______________________________________ Are you currently attending CSU? ______

Address: _______________________________________________ Apt: __________

City: __________________________________ State: __________ Zip: __________

Has your address changed? ________ Previous Address: __________________________________

If minor, parent’s name: __________________ Is this your first Options class? __________
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