Open doors

LONE STAR COLLEGE KINGWOOD

The Continuing Education Division of Lone Star College-Kingwood is dedicated to helping you achieve your educational goals. We offer a wide variety of classes in workforce skills, adult education, and leisure during the day, evening, weekend, and online. These classes will continue to begin throughout the summer. The Discovery College program will again offer enriching and fun courses for your child ages 6–14.

Yes, we have a wonderful new name and logo! You will still find the same friendly Continuing Education staff available to discuss courses and certificate programs with you and assist with your registration. The opportunities are here, at Lone Star College-Kingwood, to help you Open Doors to the future.

Robin Garrett, Interim Senior Program Manager
Continuing Education and Workforce Development

Contents

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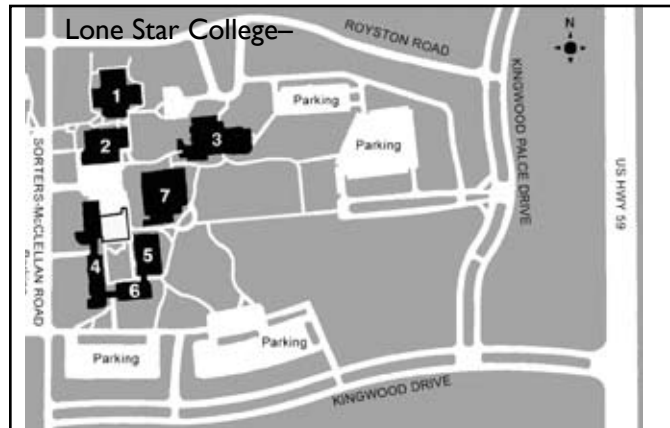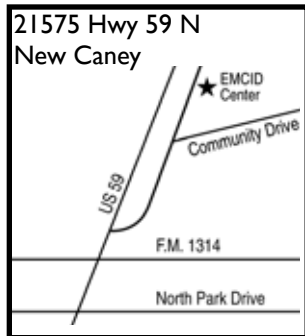
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LONE STAR COLLEGE–KINGWOOD

LSC–EMCID

21575 Hwy 59 N
New Caney

Lone Star College–

1–Fitness Center (FTC)
2–Classroom Bldg B (CLB)
3–Student Center/
   Fine Arts (SFA)
4–Classroom Bldg A (CLA)
5–Library (LIB)
6–Administration Bldg (ADM)
7–Health & Science Bldg (HSB)

Summer Hours Of Operation

Continuing Education

CLA 107	Mon–Thu, 7:30 am–5 pm
20000 Kingwood Drive	281.312.1660 or 1661
Kingwood, TX 77339	281.312.1612 (Fax)
ESL/GED:	281.312.1447
	or 281.312.1457

Academy for Lifelong Learning

EMCID 111	Mon–Thu 7:30 am–5 pm
21575 Hwy 59N	281.312.1750
New Caney, TX 77357	281.354.7700 (Fax)

Bookstore (SFA 114) 281.312.1699
Business Office (SFA 113) 281.312.1581
Financial Aid Office (SFA 119) 281.312.1624

Summer Calendar

LSC–Kingwood offices will be closed on these dates:

Memorial Day .... Saturday–Monday, May 24–26
Independence Day .... Friday, July 4
Labor Day .... Saturday, August 30–Monday, September 1

Discover fun!

Discovery College,

Lone Star College-Kingwood's

summer

youth program

has weekly

sessions from

June 9–August 8

for ages 6 to 14.

See pages 48–61

for more

information.

For information or to register call 281.312.1660 or 281.312.1661
You may also register online, by fax (281.312.1612), or in person (CLA 107)

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MISSION STATEMENT: Lone Star College-Kingwood Continuing Education provides affordable, quality education opportunities for the life-long learner. With the assistance of our expert instructors, we intend to exceed your expectations for professional and personal training and development. In all our work, Continuing Education reflects a spirit of cooperation, vitality, innovation, collaboration, and creativity.

ACADEMY OF LIFELONG LEARNING (ALL): The Academy for Lifelong Learning offers courses taught by volunteers for area residents 50+ years old. The ALL program began in February 2004 and now has over 700 members. The membership fee of $10 per academic year allows members to attend the ALL courses held at East Montgomery County Improvement District complex (EMCID) in New Caney. For more information contact Pat Chandler at 281.312.1749 or Phyllis Smith at 281.312.1750.

BOOKS AND SUPPLIES: Books and supplies are not included in the cost of the course unless indicated in the course description. Books may be purchased on campus in the College Bookstore (SFA 102). Books may also be ordered from efollet.com. Supply lists will be provided at the first class meeting. For more information call 281.312.1699.

BUSINESS TRAINING INSTITUTE: Lone Star College-Kingwood provides professional, effective employee and organizational development services customized to meet the specific needs of an organization. The Lone Star College–Kingwood Business Training Institute is a resource and partner delivering high quality consulting, assessment and training services. For more information contact Dr. Ike Williams 281.312.1562 or Frances Andrews at 281.312.1473.

CANCELLATIONS: Classes with insufficient enrollment are cancelled 1 to 5 days prior to the class start date. Every effort will be made to notify you by phone when a class is cancelled. Please make sure that the Continuing Education Office has your current contact information. Payment may be transferred to another class, or a 100% refund will be issued.

CERTIFICATES:

Course Certificate: A certificate is awarded upon satisfactorily completing a workforce education course. The certificate will award CEUs. Courses can also be taken for personal enrichment.

Workforce Development Certificate: A Continuing Education Workforce Development Certificate is a group of related continuing education courses that provide the learner with occupation-specific workplace skills. A Certificate of Completion is awarded upon completing the Workforce Development Certificate. Computer Workforce Development Certificates must be completed within a two-year time frame.

CEU (Continuing Education Units): One CEU is equal to the successful completion of ten contact hours in a workforce related continuing education class. CEUs are recognized internationally as a measure of substantive professional education and training. Transcripts listing CEU credits satisfactorily completed are available upon request.

DISABILITY SUPPORT SERVICES: Lonestar College System is dedicated to providing access and services in compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Support services for students with disabilities are provided on an individual basis, upon the student's request. Requests for these services should be made through the office of counseling services. For information or assistance call 281.312.1453 (voice) or 281.312.1515 (TDD).

DISCOVERY COLLEGE: Lone Star College-Kingwood's summer youth program gives students an opportunity to enhance existing talents or develop new ones through a variety of classes encouraging hands-on participation in age-appropriate groups. Concepts of math, science, art, reading and computer technology are taught in a project-oriented way making learning not just fun, but irresistible. More than 45 different courses are offered in academic prep, art and communication, fitness, engineering, science and technology. A copy of the 2008 summer classes can be found on page 48 and online at Kingwood.LoneStar.edu/discoverycollege.

DISTANCE LEARNING: Distance Learning is any course not confined to a classroom. Distance Learners enjoy the convenience of courses delivered online. Please see pages 24-33 for a listing of distance education courses.

EQUAL OPPORTUNITY: Lone Star College-Kingwood is committed to the principle of equal opportunity in education and employment. The college does not discriminate against individuals on the basis of race, color, gender, religion, disability, age, veteran status, national origin or ethnicity in the administration of its educational policies, admissions policies, employment policies, scholarship and loan programs, and other college administered programs and activities.

ENGLISH FOR NON-NATIVE SPEAKERS: Lone Star College-Kingwood offers two separate English Language Programs (ESL or ESOL). These courses offer English classes for non-native speakers. Students must be at least 18 years old. See page 34 in the schedule for more information or call 281.312.1457 or 281.312.1447.

FINANCIAL AID: Texas Public Education Grants (TPEG) are available to assist students, based on need. TPEG funds are available for a portion of tuition only. Applications are available at the Financial Aid Office in the Student Fine Arts Building. Workforce Investment Act (WIA) approved programs are certified by the Gulf Coast Workforce Development Board to provide education and training to eligible students with awarded vouchers under the WIA. For more information call Jan Werner at 281.312.1667. To find out more about the WIA and Gulf Coast Careers, call 1.888.469.JOBS (5627) to find the center nearest you.

GENERAL EDUCATION DEVELOPMENT (GED): Lone Star College-Kingwood and Region VI offer many opportunities to obtain a GED. Please see page 36 for more information or contact Tommie Valle at 281.312.1457.

GED CERTIFICATES: GED Certificates (after 1994) can be found on the Texas Education Agency's website at www.tea.state.tx.us/ged/GEDsearch.html.

KIDCARE: KidCare is a licensed child care facility providing supervision for children ages 4 to 12 while a parent or legal guardian attends evening classes on the Lone Star College-Kingwood main campus. KidCare is located in CLA 115. Register in CLA 107, Monday through Friday from 8am to 5pm. For registration information go to page 9 or contact 281.312.1660 or 1661. Forms can be found on pages 6, 7, 8.

LINKED COURSES: Continuing Education works closely with the Semester Credit Hour (SCH) divisions to offer linked classes in which both SCH and CE students are enrolled in the same section. Students who register for these classes will need to have a GED or high school diploma, demonstrate required college-level readiness and have completed any prerequisites established by the college. Prerequisites may be determined at www.Kingwood.LoneStar.edu/ce or by calling Lone Star College-Kingwood Continuing Education at 281.312.1660. Students interested in receiving SCHs should enroll through the credit registration process. Students registering through CE earn Continuing Education Units (CEUs). Some CEU courses will articulate to semester credit hours (SCHs). Students interested in transferring CEUs into SCHs may contact the College Admissions Office at 281.312.1613.

PAYMENTS: Payment is due at time of registration. Cash, check, money order, VISA, MasterCard, American Express or Discover cards are accepted and must be for the exact amount. Fees are subject to change.

REFUND POLICY: A 100% refund is provided if a "drop/add" form is completed and submitted to the registration office before a course begins. No refund is provided after the course begins.

REGISTRATION: See page 5.

RETURNED CHECKS: There is a $31.87 charge for returned checks. Registration for the class may be cancelled and all records withheld until the fees are paid. Student may not enroll and/or continue in class until payment is made.

SEX OFFENDER POLICY: Effective September 1, 2003, the Texas Code of Criminal Procedure 62.03(h) requires each person who is required to register as a sex offender and who intends to be employed, work with a contractor, or attend classes at an institution of higher education to register with the campus police department within 7 days. Current Lonestar College System board policy requires that sex offenders seeking to enroll at, provide services to, or be employed with Lonstar College System to submit information pertinent to his or her offenses to the District Review committee to determine his or her eligibility for enrollment, vendor services or employment. A person seeking to be a student shall be required to be approved before completing the registration process.

STUDENT AGE: Continuing Education courses are primarily designed to serve adult learners. Students between the ages of 15 and 17 must have written parental permission. Students ages 13 to 14 must have a parent enrolled in the same class. Some courses are designed for younger students, older students, or for a specific educational level. A responsible adult must be on campus with a student under the age of 16. Some courses have a Senior Citizen Discount for students 60 years of age or older.

TEACHER CERTIFICATION PROGRAM: To address the critical teaching shortage, Lone Star College-Kingwood developed the Teacher Certification Program (TCP). For the individual with an earned Bachelor's degree, TCP provides the opportunity to become a certified teacher in the State of Texas with a reasonable investment of time and money. For information call 281.312.1716 or email kctcp@LoneStar.edu.

WEBSITE: The Lone Star College-Kingwood Continuing Education homepage is Kingwood.LoneStar.edu/ce and the Lone Star College-Kingwood Continuing Education schedule can be found at Kingwood.LoneStar.edu/ceschedule.

WEEKEND COLLEGE: Lone Star College-Kingwood offers several programs allowing students to complete a course of study and attend classes only on weekends.

PUBLICATION LAYOUT: Designs in Print of Lone Star College-Kingwood: Pam Clarke, Manager; Continuing Education: Devon Alexander, Shelia Benard, Beverly Bodenhamer, and Danny Osburn.

LSC–Cy-Fair	**LSC–Kingwood**	**LSC–Montgomery**	**LSC–North Harris**	**LSC–Tomball**
9191 Barker Cypress Rd.	20000 Kingwood Drive	3200 College Park Drive	2700 W.W. Thorne Dr.	30555 Tomball Parkway
Cypress TX 77433-1383	Kingwood, TX 77339-3801	Conroe, TX 77384	Houston, TX 77073-3499	Tomball, TX 77315-4036
281.290.3200 Phone	281.312.1660 or 1661 Phone	936.273.7000 Phone	281.618.5634 Phone	281.357.3676 Phone
281.290.5284 Fax	281.312.1612 Fax	936.273.7262 Fax	281.618.7141 Fax	281.357.3726 Fax
CyFair.LoneStar.edu/ce	Kingwood.LoneStar.edu/ce	Montgomery.LoneStar.edu/ce	NorthHarris.LoneStar.edu	Tomball.LoneStar.edu/ce

Continuing Education schedules are published by each college within the Lone Star College System. Please contact each college directly for class and registration information.

The complete schedule and registration forms are available online at **Kingwood.LoneStar.edu/ce**

Registration Forms

Forms are available in this schedule on page 6 and on our website at Kingwood.LoneStar.edu/ce. Payment is due at the time of registration. Students may register for Continuing Education courses by any of the following methods:

By Mail: Payment is due at the time of registration and must accompany registration form.

By Telephone: You may register by telephone at the following numbers: Lone Star College-Kingwood Continuing Education - 281.312.1660 or 1661; Academy for Lifelong Learning (ALL) at 281.312.1750; and Teacher Certification Program (TCP) at 281.312.1716.

By Fax: The registration form may be faxed to the Lone Star College-Kingwood Continuing Education office at 281.312.1612. Include your credit card number, expiration date, billing address, security code and signature. Available 24 hours a day, 7 days a week.

In Person: Register in person at the Continuing Education Office, Classroom Building A, Room 107. Early registration is encouraged; waiting to register may cause the class to be cancelled due to insufficient enrollment.

Online: Most courses are available through online registration. Before you register online, credit card payment is required and all financial obligations to the Lone Star College System must have been met.

Instructions for Online Registration – Continuing Education:

- Go to Kingwood.LoneStar.edu/ce
- On the CE homepage, locate the box entitled REGISTRATION
- Click on Search and Register
- The Search and Register for Continuing Education is a multi-purpose page, you may search, register or search and register
- In the first field, type in the Key Word representing the course for which you are searching
- In the Location Box, enter the location (if this left blank, all courses in the System found matching the search will be displayed)
- Click on Submit
- You will be brought to a Select Classes Page
- On the left hand side of this page, click in the box next to the class you would like to register for.
- Click on Submit at the bottom of the page
  or... You may also complete the form by entering the Course Code Number exactly as shown in the catalog (example CARTS 3940464 KC201). Ignore the 5 digit number shown in the catalog preceding the lettered prefix
- Click submit at the bottom of the page
- You will be brought to a Select Classes Page
- On the left hand side of this page, Click in the box next to the class you would like to register for
- Click on Submit at the bottom of the page
- If you were not logged in to the Lone Star College-Kingwood website, the next screen will take you to a Personal Identification page. Follow the instructions carefully on this page and click Submit
- On the Pay for Classes page, VERIFY the class information. If incorrect, follow the instructions at the top of the page. Remove the class and recalculate the amount due. Complete the page with your credit card information and click on Submit
- Confirmation page appears. Print for your records
- If you have any problems, please contact the System Office Help Desk at 832.813.6600 or Lone Star College-Kingwood 281.312.1660 or 281.312.1661

Online Registration Tips:

- If you have previously registered at any Lone Star College, you may expedite your registration by logging on to My Records and click on the link Register and Pay for Continuing Education Courses
- Enter as much information as possible to reduce the risk of timing out (at least three fields)
- Use the Location drop-down box to find your campus choice
- Do not hit Submit more than once
- If there is no activity for 5 minutes *or* the search is too broad, you will time out. Do not click the back button on your browser! Instead, click the Menu link in the upper right-hand corner of the screen

The complete schedule and registration forms are available online at **Kingwood.LoneStar.edu/ce**

CONTINUING EDUCATION REGISTRATION FORM

You can fax, mail, or deliver this form in person to any location listed below.
You may also register online at the Web sites below.

LONE STAR COLLEGE SYSTEM

Lone Star College-CyFair
9191 Barker Cypress Rd.
Cypress, TX 77433-1383
281.290.3200 Ph
281.290.5286 Fax
CyFair.LoneStar.edu/ce

Lone Star College-Kingwood
20000 Kingwood Drive
Kingwood, TX 77339-3801
281.312.1660 Ph
281.312.1612 Fax
Kingwood.LoneStar.edu/ce

Lone Star College-Montgomery
3200 College Park Drive
Conroe, TX 77384-4500
936.273.7000 Ph
936.273.7262 Fax
Montgomery.LoneStar.edu/ce

Lone Star College-North Harris
2700 W. W. Thorne Drive
Houston, TX 77073-3499
281.618.5634 Ph
281.618.7141 Fax
NorthHarris.LoneStar.edu/ce

Lone Star College-Tomball
30555 Tomball Parkway
Tomball, TX 77375-4036
281.357.3676 Ph
281.357.3726 Fax
Tomball.LoneStar.edu/ce

LSC-Fairbanks Center
14955 Northwest Freeway
Houston, TX 77040
832.782.5000 Ph
832.782.5035 Fax

LSC-EMCID Center
21575 Hwy 59N
New Caney, TX 77357
281.312.1750 Ph
281.354.7700 Fax

LSC-Conroe Center
102 Longview Drive
Conroe, TX 77301
936.271.6000 Ph
936.271.6001 Fax

LSC-Carver Center
281.618.5800 Ph
281.618.5803 Fax
LSC-Parkway Center
281.260.3501 Ph

LSC-Willow Chase Center
9449 Grant Road
Houston, TX 77070-4561
281.401.5300 Ph
281.260.3511 Fax

Year: 20 _____
Term (circle one): SP SU FA

Type of Training:
❑ Continuing Education
❑ Contract Training
❑ Academy for Lifelong Learning

Will you be participating in a Workforce Development Certificate?
❑ Yes ❑ No
If yes, which Certificate? _____

Are you...?
❑ Hazelwood Exempt
❑ TAA Qualified
❑ TPEG Qualified
❑ TRC Qualified
❑ WIA Qualified

Residence: I currently reside
❑ in the state of Texas (2N)
❑ not in the state of Texas (5N)
I reside in: State _____
Country _____

Ethnicity (Select one):
❑ White, non-Hispanic
❑ Black, non-Hispanic
❑ Hispanic
❑ Asian/Pacific Islander
❑ American Indian or Alaskan Native
❑ Non-resident International
❑ Other

This information is used to better understand and serve our community and in no way impacts the service to a student.

Complete Legal Name: Last _____ First _____ Middle _____ Previous Last Name(s) _____

Social Security Number _____ – _____ – _____   ID# _____

Preferred E-mail Address _____   Date of Birth ___ / ___ / ___   Gender: ❑ M ❑ F

Home Phone _____   Business Phone _____   Cell Phone _____   FAX: _____

Current Address   Address Change? ❑ Yes ❑ No

Street _____   Apt# _____

County _____   City _____   State _____   Zip _____

Mailing Address (if different)

Street _____   Apt# _____

County _____   City _____   State _____   Zip _____

Registration # ex: 55555	Course Title Introduction to Computers	Course # CITSC 2100103	Location LSC-North Harris	Start Date 06/02/08	Course Fee $180

Payment is due at time of registration. Make all checks payable to Lone Star College System.
Please read refund policy in class schedule. • Visit Web site: www.LoneStar.edu • Affirmative Action/EEO College
For information on bacterial meningitis please go to www.Tdh.state.tx.us

Emergency Contact Information:

Name_____   Relationship_____

Home Phone_____   Alt Phone_____

Student Signature _____   Date_____

TOTAL fee	
METHOD OF PAYMENT	
ENTERED by	
DATE	
TELECHECK CODE	
RECEIPT #	

Charge to my ❑ Discover ❑ MasterCard ❑ VISA ❑ AMEX   Card Expiration Date_____   Last 3 digits on card back_____

Card Number _____   Authorized Signature _____

Name on Card _____   Billing Address (include ZIP)_____

Revised Mar08

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Facility Name

Director's Name

Child's Name

Date of Birth

Child's Home Telephone No.

Child's Address

Date of Admission

Date of Withdrawal

Hours and days child will be in care

Parent's or Guardian's Name

Address (if different from child's address)

List telephone numbers where parents/guardian may be reached while child will be in care:

Mother's Telephone No.

Father's Telephone No.

Guardian's Telephone No.

Give the name, address and phone number of person to call in case of an emergency if parents / guardian cannot be reached:

Relationship

I hereby authorize the childcare facility to allow my child to leave the childcare facility ONLY with the following persons. (NAME and PHONE NUMBER)

CHECK ALL THAT APPLY:

1. ☐ **TRANSPORTATION:** I hereby ☐ give ☐ do not give – my consent for my child to be transported and supervised by facility's employees:

   Check box for emergency care ☐ on field trips ☐ to and from home ☐ to and from school

2. ☐ **WATER ACTIVITIES:** I hereby ☐ give ☐ do not give – my consent for my child to participate in water activities:
   ☐ sprinkler play ☐ splashing/wading pools ☐ swimming pools ☐ water table play

3. ☐ **FIELD TRIPS:** I hereby ☐ give ☐ do not give – my consent for my child to participate in Field Trips:

   Parent's Comments :

4. ☐ **RECEIPT OF WRITTEN OPERATIONAL POLICIES.**
   I acknowledge receipt of the operational policies including those for discipline and guidance.

   _____
   Signature - Parent or Legal Guardian

SCHOOL AGE CHILDREN:

☐ My child attends the following school:

_____ School Ph.#
Name of School and Address

CHECK ALL THAT APPLY: Name of sibling(s):

☐ His / her immunization record is on file at the school and all immunizations and tuberculosis test are current. Current Vision and Hearing screening records are also on file.

☐ My child has permission to ☐ ride a bus, ☐ walk to and from school, and/or ☐ be released to the care of his/her sibling(s) under 18 years old.

List any special problems that your child may have, such as allergies, existing illness, previous serious illness, injuries during the past 12 months, any medication prescribed for long-term continuous use, and any other information which staff should be aware of:

_____

_____

AUTHORIZATION FOR EMERGENCY MEDICAL ATTENTION:

In the event that I cannot be reached to make arrangements for emergency medical attention, I authorize the person in charge to take my child to:

Name of Physician:	Address :	Ph.# :
Name of Hospital :	Address :	Ph.# :

I give consent for this facility to secure any and all necessary emergency medical care for my child.

_____
Signature - Parent or Legal Guardian

KidCare Health Requirements

Name of Child:				Date of Birth :	

IMMUNIZATIONS	Date / dose 1	Date / dose 2	Date / dose 3	Date / booster	Date / booster
DTP / DTaP / DT					
POLIO IPV or OPV					
MEASLES Rubeola / Serampion					
MUMPS					
RUBELLA					
Hib					
Hepatitis A					
Hepatitis B					
TB TEST (if required)	☐ Positive	☐ Negative	Date :		
Varicella (see below)					

Varicella (chickenpox) vaccine is not required if your child has had chickenpox disease. If your child has had chickenpox, please complete the statement: My child had varicella disease (chickenpox) on or about (date)_____ and does not need varicella vaccine.

_____   _____
Parent's signature   Date

Signature of Health Care Professional _____ Date _____

Signature of staff making handwritten copy of record _____ Date _____

ADMISSION REQUIREMENT: One of the following must be presented when your child (under the age of 5 years) is admitted to the day care facility or within one week of admission. Check to indicate the option you select:

☐ HEALTH-CARE PROFESSIONAL'S STATEMENT: I have examined the above named child within the past year and find that he / she is physically able to take part in the day care program.

_____   _____
Health Care Professional's Signature   Date

☐ A copy of the medical screening form of the Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) Program, if no referral for further diagnosis and treatment is indicated.

☐ A form or written statement from a health service or clinic.

If you do not have any of the above:

☐ PARENT'S STATEMENT: My child has been examined within the past year by a health care professional and is able to participate in the day care program:

Name and address of health care professional:

☐ Within 12 months of admission, I will obtain a health care professional's statement and will submit it to the day care facility.
   OR
☐ My child has an appointment for a physical examination:

Date: Name and Address of health care professional:

I will submit the statement, from a health care professional to the child-care facility following the examination.

_____   _____
Signature - Parent or Legal Guardian   Date

HEARING	DATE		SIGNATURE		
Hz	1000	2000	4000	PASS ☐	
R					
L				FAIL ☐	

VISION	DATE		SIGNATURE		
R20/ _____	L20/ _____			PASS ☐ FAIL ☐	

☐ **NOTE:** If medical diagnosis and treatment and / or immunization and TB testing conflict with your religious beliefs, you must sign an affidavit to that effect and attach it to this form. If immunization and / or TB testing would be injurious to your child or family, you must obtain a certificate (signed by a health care professional) to that effect and attach it to this form.

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KidCare Program

Discover fun!

Discover new interests!

Discover new friends!

Discover new skills!

Discover college!

Discovery College!

Lone Star College-Kingwood's summer youth program has weekly sessions from June 9–August 8 for ages 6 to 14.

Certificate Programs

CERTIFICATE	REQUIRED COURSES	SUB	CRSE	HOURS	FEE	PAGE
Adminstrative Office Support – Level 1	Keyboarding Speed and Accuracy (online)*	CPOFT	2109303	32	$164	25
	Professionalism in the Workplace I	CBMGT	2109121	16	$82	—
	Business and Professional Writing I	CPOFT	2100402	24	—	—
*Prerequisite minimum 25	Computer Fundamentals ❶	CITSC	2101202	24	$124	16
wpm with 5 or less errors;	Word I ❶ ❷	CPOFI	2100301	16	$82	23
otherwise Keyboarding I	Excel I ❶ ❷	CITSW	2102224	16	$82	21
must also be taken.	Administrative Assisting Fundamentals (online)	CEDGO	2102202	48	$99	29
Administrative Office Assistant – Level 2	Word II ❷	CPOFI	2104202	16	$82	23
	Excel II ❷	CITSW	2104606	16	$82	21
	Powerpoint 1 ❷	CITSW	2103702	16	$82	18,19
	Access I ❷	CITSW	2105311	16	$82	17
	Office Accounting	CACNT	2100106	24	$124	15
	Business and Professional Writing II	CETWR	2104303	24	—	—
	Professionalism in the Workplace II	CBMGT	2109122	16	$82	—
	Adminstrative Systems (online)	CPOFT	2203102	48	$198	24

The following recommended courses provide additional skill sets to strengthen employment potential:

	Language course					
	Project Management					40
	Quickbooks I	CACNT	2104202	16	$82	15

CERTIFICATE	REQUIRED COURSES	SUB	CRSE	HOURS	FEE	PAGE
AutoCAD Computer Aided Drafting Technician	AutoCAD Introduction	CDFTG	2101401	32	$196	16
	AutoCAD Intermediate	CDFTG	2105001	32	$196	16
	Auto CAD Advanced	CDFTG	2200401	32	$196	16
Child Development Associate	Child Development Associate	CCDEC	2105401	120	$366	15
	CPR for Healthcare Providers	CEMSP	2101904	8	$42	39
Child Care Director	Child Development Associate	CCDEC	2105401	120	$366	15
	Principles of Management	CBMGT	2101201	48	$132	—
	CPR for Healthcare Providers	CEMSP	2101904	8	$42	39
Cisco Certification	Exploration – Network Fundamentals	CITCC	2100202	80	$188	—
	Exploration – Routing Protocols Concept	CITCC	2107201	80	$188	—
	Exploration – Accessing the WAN	CITCC	2107401	80	$188	—
	Exploration – LAN Switching and Wireless	CITCC	2107301	80	$188	—
Computer Gaming	Gaming Industry, Intro (online)	CEDGO	7000404	24	$99	30
	Game Design and Development (linked with GAME 1303)	CGAME	2100301	80	$144	—
	Photoshop I ❷	CITSW	2100302	16	$82	18
	Photoshop II ❷	CGRPH	2109104	16	$82	18
	Basic Animation (linked with ARTV 1301)	CARTV	2100301	96	$156	—
	Director (online)	CEDGO	2200051	24	$99	—
	VB.net (online)	CEDGO	7100041	24	$99	30
	Alice 2.0 Programming (online)	CEDGO	7400073	24	$99	30
Computer Support Technician	A+ Certification Training	CITSC	2102520	96	$678	16
	Desktop Support Technician	CITMC	2203001	48	$198	—

The following recommended courses provide additional skill sets to strengthen employment potential:

	IC³ Certification (Computing Fundamentals, Key Applications, Living Online)				$45/test	22

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CERTIFICATE	REQUIRED COURSES	SUB	CRSE	HOURS	FEE	PAGE
Dental Assisting	Dental Assisting – Lecture	CDNTA	2105301	128	$1,030	38
	Dental Assisting – Clinical	CDNTA	2106001	48	$390	38
	CPR for Healthcare Providers	CEMSP	2101904	8	$42	39
	Insurance Fee	CINSL	8100005	—	$5	38
Digital Publishing	Photoshop I ❷	CITSW	2100302	16	$82	18
	Photoshop II ❷	CGRPH	2109104	16	$82	18
	PowerPoint I ❷	CITSW	2103702	16	$82	18,19
	PowerPoint II ❷	CITSW	2104102	16	$82	18,19
	Digital Publishing–InDesign	CGRPH	2100205	32	$164	—
Graphic Design	Computer Fundamentals ❶	CITSC	2101202	24	$124	16
	Photoshop 1	CITSW	2100302	16	$82	18
	Photoshop 2	CGRPH	2109104	16	$82	18
	Design Projects for Adobe Illustrator (online)	CEDGO	7000058	24	$99	30
	Elective–pre-approved graphic design course			16+		
Healthcare Leadership	Communication Skills for Healthcare (online)	CBMGT	2102215	32	$164	—
	Leadership Skills for Healthcare Pros. (online)	CBMGT	2102011	32	$164	—
	Fundamentals in Healthcare Supervision (online)	CBMGT	2102002	32	$164	—
	Team Building for Healthcare Pros	CBMGT	2101901	32	$164	39
Legal Office Receptionist	Computer Fundamentals ❶	CITSC	2101202	24	$124	16
	Word I ❶ ❷	CPOFI	2100301	16	$82	23
	Word II ❷	CPOFI	2104202	16	$82	23
	Legal Terminology, Comp.	CPOFL	2100501	80	$172	—
	Legal Office Procedures	CPOFL	2100301	80	$172	—
	Business Communication I	CPOFT	2100104	80	$172	—
	Office Accounting I	CACNT	2100106	24	$124	15
Medical Secretary	Computer Fundamentals ❶	CITSC	2101202	24	$124	16
	Word I ❶ ❷	CPOFI	2100301	16	$82	23
	Word II ❷	CPOFI	2104202	16	$82	23
	Medical Terminology I (linked)	CHITT	2100502	64	$144	—
	Medical Office Procedures	CPOFM	2100902	80	$172	—
	Medical Insurance	CPOFM	2102701	80	$172	—

The following recommended courses provide additional skill sets to strengthen employment potential:

	Medical Software Applications	CPOFM	2100201	48	$144	—
Medical Transcriptionist	Computer Fundamentals ❶	CITSC	2101202	24	$124	16
Keyboarding Level I	CPOFT	2101002	32	$164	24	
	Word I ❶ ❷	CPOFI	2100301	16	$82	23
	Word II ❷	CPOFI	2104202	16	$82	23
	Medical Terminology I (linked)	CHITT	2100502	64	$144	—
	Medical Transcription I (linked)	CMRMT	2100701	80	$144	—
	Medical Transcription II (linked)	CMRMT	2203301	80	$188	—

The following recommended courses provide additional skill sets to strengthen employment potential:

	Medical Terminology II (linked)	CPOFM	2202301	80	$156	—

❶ IC³ tests (pg. 22) may be substituted for coursework.
❷ 48-hour online class (pg. 24) may be substituted for Level I and II.
❸ Web Page Creation–Online (CIMED 2100201 pg 20) may be substituted for HTML and Dreamweaver

Certificate Programs

CERTIFICATE	REQUIRED COURSES	SUB	CRSE	HOURS	FEE	PAGE
Medication Aide (must be CNA)	Medication Aide	CNURA	2101302	140	$426	—
Nurse Aide	Nurse Aide	CNURA	2100104	88	$294	39
	CNA State Exam (proctor)	CTEST	8900400	16	$12	39
	CPR for Healthcare Providers	CEMSP	2101904	8	$42	39
	Insurance Fee	CINSL	8100019		$19	39
Office Accounting	Computer Fundamentals ❶	CITSC	2101202	24	$124	16
	Excel I ❶ ❷	CITSW	2102224	16	$82	21
	Excel II ❷	CITSW	2104606	16	$82	21
	Office Accounting I	CACNT	2100106	24	$124	15
	Office Accounting II	CACNT	2104201	24	$124	15
	Quickbooks I	CACNT	2101002	16	$82	15
	Quickbooks II	CACNT	2104302	16	$82	15
The following recommended courses provide additional skill sets to strengthen employment potential:						
	Word I ❶ ❷	CPOFI	2100301	16	$82	23
	Word II ❷	CPOFI	2104202	16	$82	23
Office Software Skills	Computer Fundamentals ❶	CITSC	2101202	24	$124	16
	Word I ❶ ❷	CPOFI	2100301	16	$82	23
	Word II ❷	CPOFI	2104202	16	$82	23
	Excel I ❶ ❷	CITSW	2102224	16	$82	21
	Excel II ❶	CITSW	2104606	16	$82	21
	PowerPoint I ❷	CITSW	2103702	16	$82	18, 19
	PowerPoint II ❷	CITSW	2104102	16	$82	18, 19
	Access I ❷	CITSW	2105311	16	$82	17
	Access II ❷	CITSW	2105509	16	$82	17
	Outlook	CITSW	2103001	16	$82	20
The following recommended courses provide additional skill sets to strengthen employment potential:						
	Internet, Introduction ❶	CITNW	2100702	16	$82	19
	Microsoft Producer	CITSW	2104103	8	$42	—
	Networking, Introduction -or-	CEDGO	2100401	24	$99	31
	Home and Small Office Networking	CITNW	2109235	16	$82	20
Payroll Professional APA	Paytrain Fundamentals	CACNT	2109108	30	$304	15
	Paytrain Mastery	CACNT	2109107	36	$366	15
Programming	Computer Programming, Introduction	CITSE	2100202	80	$200	20
	C++ Programming, Introduction	CITSE	2100701	80	$200	20
	Visual Basic, Introduction	CITSE	2103101	80	$184	—
Project Management	Project Mgmt Fundamentals (online)	CEDGO	7100034	24	$99	29
	Project Management Applications (online)	CEDGO	7200040	24	$99	29
	Project Scheduling/Microsoft Project (online)	CCNAT	2203201	48	$198	—

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CERTIFICATE	REQUIRED COURSES	SUB	CRSE	HOURS	FEE	PAGE
Real Estate	Real Estate Principles I	CRELE	2100206	32	$139	42
	Real Estate Principles II	CRELE	2200902	32	$139	42
	Real Estate Law Of Agency	CRELE	2101004	32	$139	42
	Real Estate Law of Contracts	CRELE	2101207	32	$139	42
	Real Estate Elective	CRELE				42
Video Editing	Computer Fundamentals ❶	CITSC	2101202	24	$124	16
	Digital Video	CARTV	2105101	48	$198	—
	TV Studio Production	CRTVB	2102501	96	$156	—
Web Design	HTML ❸	CITNW	2105910	24	$124	19
	Dreamweaver ❸	CIMED	2100202	32	$164	19
	Photoshop I ❷	CITSW	2100302	16	$82	18
	Photoshop 2 ❷	CGRPH	2109104	16	$82	18
	Designing Effective Websites (online)	CEDGO	7100024	24	$99	32
	Digital Media Authoring Using Flash	CITSC	2203401	24	$124	19
	Fireworks	CARTC	2109007	16	$82	19
	PDF File Creation	CITSW	7100001	4	$50	20
	Achieving Top Search Engine Positions (online)	CEDGO	7000021	24	$99	32
	Marketing Business on the Internet (online)	CEDGO	7300016	24	$99	32
	Introduction to CSS & XHTML (online)	CEDGO	7300024	24	$99	32

The following recommended courses provide additional skill sets to strengthen employment potential:

	XML (Extensible Markup Language)	CITNW	2203615	16	$82	—
	Introduction to ASP.net (online)	CEDGO	7000123	24	$99	32
	Introduction to JSP Programming.net (online)	CEDGO	7100027	24	$99	32
	Intro to Macromedia Director (online)	CEDGO	7200051	24	$99	—
Master Welder Certificate Level I: Entry	Shielded Metal Arc Welding (SMAW) Part I	CWLDG	2100302	36	$186	—
	Blueprint Reading for Welders	CDFTG	21023XX	30	$184	—
	Shielded Metal Arc Welding (SMAW) Part II	CWLDG	21003XX	36	$186	—
	Gas Metal Arc Welding (GMAW) (MIG) Part I	CWLDG	2104301	36	$186	—
Master Welder Certificate Level II: Advanced	Pre-requisite - Level I Certification	n/a	n/a	138	$742	—
	Gas Metal Arc Welding (GMAW) (MIG) Part II	CWLDG	2104401	36	$186	—
	Gas Tungsten Arc Welding (GTAW) (TIG) Part I	CWLDG	21006XX	48	$246	—
Master Welder Certificate Level III: Expert	Pre-requisite - Level I & II Certifications	n/a	n/a	222	$1,174	—
	Gas Tungsten Arc Welding (GTAW) (TIG) Part II	CWLDG	21006XX	48	$246	—
	Shielded Metal Arc Plate (SMAW)	CWLDG	2100313	36	$186	—
	Shielded Metal Arc Welding Pipe (SMAW)	CWLDG	2104101	36	$186	—
	Professionalism in the Workplace	CBMGT	2109121	16	$82	—

❶ IC³ tests (pg 22) may be substituted for coursework.

❷ 48-hour online class (pg 24) may be substituted for Level I and II.

❸ Web Page Creation–Online (CIMED 2100201 pg 20) may be substituted for HTML and Dreamweaver

Crafts

Ceramics 1

An introduction to ceramics processes through the study of basic materials and techniques. Includes hand building, bisque, glazing and firing procedures, as well as the use of the potter's wheel. Must have high school diploma, successful completion of GED or be in the early admissions program. Students supply their own clay.
9.6 CEUs $164
LSC-Kingwood

| 75958 | CARTS | 3234601 | 21101 | MTWTh | 6/2-7/8 | 1:30PM-5:30PM | CLB 122 |

Drawing

Drawing 1

Study space and form through the use of perspective, line and value in an introductory course in freehand drawing. Must have high school diploma, successful completion of GED or be in the early admissions program. 9.6 CEUs $154
LSC-Kingwood

| 75957 | CARTS | 3930002 | 21101 | MTWTh | 6/2-7/8 | 8AM-11:50AM | CLB 126 |

Music

Band, Symphonic

The study of a wide variety of literature for woodwinds, brass and percussion instruments through rehearsal and performance. Open to all community members with instrumental experience. Bring instrument to first class. 4.2 CEUs $56
LSC-Kingwood

| 75968 | CMUEN | 3212401 | 22101 | M | 6/2-7/8 | 7PM-10PM | SFA 103 |

Audition required. Email james.d.stubbs@LoneStar.edu for information.

Jazz Ensemble

The study and performance of big band jazz. Swing, Latin, rock and other jazz styles are included. Linked to MUEN 1127. 4.8 CEUs $56.
LSC-Kingwood

| 75967 | CMUEN | 3930002 | 22101 | Tu | 6/2-7/8 | 7PM-10PM | SFA 103 |

Audition required. Email james.d.stubbs@lonstar.edu for information

Opera Workshop

The performance of portions or complete operas and the study of the integration of music, acting and staging of an opera. Students may repeat for four hours. Prerequisite: Audition and departmental approval; ENGL 0305 or ENGL 0316 and ENGL 0307 or ENGL 0326 or higher level course or placement by testing. This CE course is linked to credit course MUSI 1157. 4.8 CEUs $56
LSC-Kingwood

| 75970 | CMUSI | 3900222 | 22201 | | 6/2-7/8 | | SFA 103 |

Audition required. Email todd.r.miller@LoneStar.edu for more information.

Photography

Digital Photography, Introduction

This course is designed to assist the beginning digital photographer to take better photos by understanding and making use of 1) camera controls, 2) sharpness, 3) exposure, 4) light and color, 5) flash, 6) white balance, 7) resolution and 8) composing images. Bring digital camera to class. 0.4 CEUs $36
LSC-Kingwood

60948	CARTS	3940491	KC212	Sa	5/10-5/10	10AM-2PM	CLA 104
75712	CARTS	3940491	KC363	Tu	6/10-6/10	12:30PM-4:30PM	CLA 104
75720	CARTS	3940491	KC368	Sa	6/21-6/21	10AM-2PM	CLA 104
75580	CARTS	3940491	KC379	Tu	7/8-7/8	12:30PM-4:30PM	CLA 104
75594	CARTS	3940491	KC393	Sa	8/2-8/2	10AM-2PM	CLA 104

Working with Digital Photos

This course is a continuation of the Introduction to Digital Photography course and is designed to assist the beginning digital photographer to take better photos by understanding and making use of 1) digital browsers, 2) digital organizers and 3) digital editing. Bring digital camera to class. 0.4 CEUs $36
LSC-Kingwood

61001	CARTS	3940492	KC216	Sa	4/19-4/19	10AM-2PM	CLA 104
61002	CARTS	3940492	KC217	Sa	5/17-5/17	10AM-2PM	CLA 104
75716	CARTS	3940492	KC366	Tu	6/17-6/17	12:30PM-4:30PM	CLA 104
75722	CARTS	3940492	KC369	Su	6/22-6/22	10AM-2PM	CLA 104
75583	CARTS	3940492	KC382	Tu	7/15-7/15	12:30PM-4:30PM	CLA 104
75598	CARTS	3940492	KC397	Sa	8/9-8/9	10AM-2PM	CLA 104

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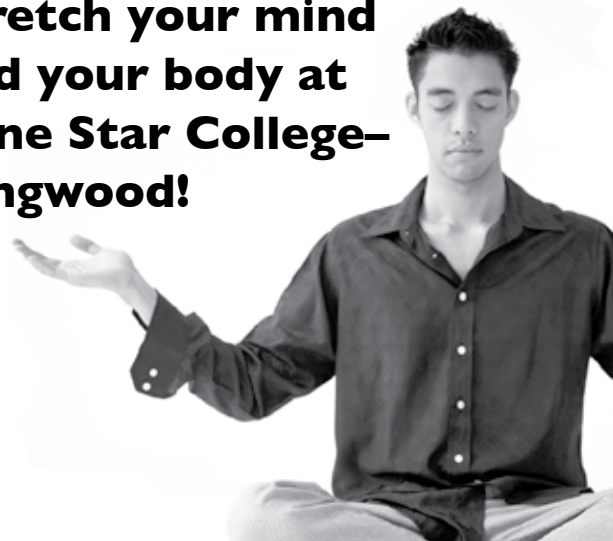
Accounting

Office Accounting I
This course focuses on analyzing, classifying and recording business transactions. Emphasis is placed on understanding the complete accounting cycle and preparing financial statements, bank reconciliations and payroll. Textbook purchased by student.
2.4 CEUs $124
LSC-Kingwood
75640 CACNT 2100106 KC355 MW 6/2-6/18 6PM-10PM

Office Accounting II
Focus on accounting for merchandising, notes payable, notes receivable, valuation of receivables, valuation of plant and equipment, and voucher system. 2.4 CEUs $124
LSC-Kingwood
75728 CACNT 2104201 KC372 MW 6/23-7/9 6PM-10PM

Payroll, PayTrain Fundamentals
PayTrain Fundamentals course teaches the fundamental payroll calculations and applications providing students with the basic knowledge and skills required to maintain payroll compliance and prevent costly penalties. This course is ideal for new payroll professionals, those who support the payroll industry, those who are preparing for the FPC Certification from the American Payroll Association, and those who wish to take the Mastery course. Enrollees receive live classroom instruction and access to interactive online quizzes, games, and application exercises to reinforce topics learned. Topics include: Payroll concepts, payroll calculations, fringe benefits, payroll reporting and employment taxes, record keeping and payroll practices, payroll accounting, administration. Participants who successfully complete the course can expect to function as entry-level payroll administrators. Textbook to be purchased by student. 3.0 CEUs $304
LSC-Kingwood
74832 CACNT 2109108 KC301 Sa 5/17-6/28 9AM-2PM
  No Class 5/24

Payroll, Pay Train Mastery
PayTrain Mastery is a comprehensive course providing students with a solid understanding of advanced payroll topics necessary for payroll managers and supervisors. This course is ideal for experienced payroll professionals seeking compliance training, professional development, or CPP Certification from the American Payroll Association. Enrollees receive live classroom instruction and access to interactive online games and applications to reinforce topics learned. Please note, the PayTrain Fundamentals course is a pre-requisite. Topics include: Employee vs. Independent Contractor, payroll tax reporting, Fair Labor Standards, federal taxation and other legislation, payroll accounting, record keeping and systems, payroll management and administration. Participants who successfully complete the course can be considered for advancement to supervisory and managerial positions in payroll. Textbook to be purchased by student. 3.6 CEUs $366
LSC-Kingwood
74845 CACNT 2109107 KC302 Sa 7/12-8/23 9AM-2:15PM

QuickBooks I
Set up accounts; record and process basic transactions, journal entries, accounts receivable and payable; and generate fundamental business reports. Additional topics include cost accounting, budget controls, and year-end reporting. Prerequisites: Windows and Office Accounting or equivalent experience. Textbook to be purchased by student. 1.6 CEUs $82
LSC-Kingwood
75582 CACNT 2101002 KC381 MW 7/14-7/23 6PM-10PM CLA 112

QuickBooks II
Enhance your skills using advanced features in accounts receivable, transactions, invoicing, adjustments, and security features. Topics include advanced report verification and generation. Prerequisite: QuickBooks I or equivalent experience. Textbook to be purchased by student. 1.6 CEUs $82
LSC-Kingwood
75593 CACNT 2104302 KC392 MW 7/28-8/6 6PM-10PM CLA 112

Child Care Professional

Child Development Associate
This course provides the training required to apply for the Child Development Associate credential sponsored by The Council for Early Childhood Professional Recognition. A study of the principles of normal child growth and development from conception to adolescence focusing on physical, cognitive, social, and emotional domains of development will be taught. Participants must complete 120 hours of formal child care education in eight subject areas mandated by the Council in one semester. The additionally required 480 hours (12 weeks) of experience in a licensed day care facility with observation labs can be completed during the semester or within a five year period. An additional $325.00 application fee must be paid to the Council for Early Childhood Professional Recognition when submitting an application to take the final assessment from them. TPEG funds available. 12.0 CEUs $366
LSC-EMCID
74878 CCDEC 2105401 KM301 Tu 5/20-8/12 6PM-9PM
  In class meetings: these dates only - 6/3, 6/17, 7/1, 7/15, 7/29, 8/12.

Computers, Introduction

Computer Fundamentals

Computer systems and their uses in today's business communities. Instruction in computer terminology, hardware, application software, and the Windows operating system to manage files and control the operating environment. The Internet and issues surrounding its use will be addressed. Textbook required 2.4 CEUs $124

LSC-Kingwood

61241	CITSC	2101202	KC242	TTh	4/15-5/8	8:30AM-11:30AM CLA 106
61242	CITSC	2101202	KC243	TTh	5/13-5/29	6PM-10PM CLA 104
75607	CITSC	2101202	KC352	MTWTh	6/2-6/12	9AM-12PM CLA 104
75717	CITSC	2101202	KC367	TTh	6/17-7/17	6PM-9PM CLA 106

No Class on 7/1 or 7/3.

75732	CITSC	2101202	KC373	MW	6/30-7/23	8:30AM-11:30AM CLA 106

Computers, Introduction

Overview of computer information systems. Introduces computer hardware, software, procedures, and human resources. Explores integration and application in business and other segments in society. Fundamentals of computer problem-solving and programming may be discussed and applied. Examines applications and software relating to a specific curricular area. This course is equivalent to COSC 1401. Must have high school diploma, successful completion of GED or be in the early admissions program. Textbook required. This course linked to ITSC 1401. Prerequisites: Course may be taken as co-requisite with ENGL 0305 or ENGL 0316 and ENGL 0307 or 0326. 8.0 CEUs $200

LSC-Kingwood eCollege

75285	CITSC	2100103	2W101		6/2-7/8

Required Orientation Mon. 6/2, 6-7 p.m., ADM 206 or Kingwood.LoneStar. edu/goto/1401orientation. Email ann.c.wehrman@LoneStar.edu.

A+ Certification

A+ Certification Training

A study of current personal computer hardware including personal computer assembly and upgrading, setup and configuration, and troubleshooting. The A+ Certification Training Program prepares individuals for a career as a computer technician in the information technology industry. This course covers the various responsibilities and tasks required for a computer technician to successfully perform in a customer environment. 9.6 CEUs $678

LSC-Kingwood

75613	CITSC	2102520	KC354	MW	6/2-8/20	6PM-10PM CLA 104

AutoCAD

AutoCAD Introduction

Topics include CAD-CAM equipment selection and interface; software selection and installation; creating, editing and plotting of line drawings for architectural, electrical, circuit, mechanical, or interior design; creating, storing and retrieving predefined components; line, circle, arc, trace, curve, ellipses; adding text and dimensions. Textbook and USB drive required. 3.2 CEUs $196

LSC-Kingwood

75693	CDFTG	2101401	KC359	Th	6/5-7/31	6PM-10PM CLA 112

No Class 7/3.

75587	CDFTG	2101401	KC386	Tu	7/22-9/9	6PM-10PM CLA 112

AutoCAD Intermediate

Topics include applications; creating, sorting, and retrieving predefined components; placing, rotating, and scaling components; modifying; rubber banding; adding text and dimensions to drawings; multilayering drawings, grids, orthogonal mode; data storage format for writing auxiliary programs; input and output devices; resolution and physical limitations. 3.2 CEUs $196

LSC-Kingwood

75602	CDFTG	2105001	KC341	Th	8/14-10/2	6PM-10PM CLA 112

AutoCAD, Advanced

Two- and three-dimensional drawings using three-dimensional display options and specifying user-defined coordinate systems. 3.2 CEUs $196

LSC-Kingwood

75579	CDFTG	2200401	KC350	Tu	5/20-7/8	6PM-10PM CLA 112

Inventor

This course addresses training in the design software Inventor. 4.2 CEUs $258

LSC-Kingwood

76005	CENTC	2109104	KC301	MW	6/2-7/9	6:30PM-10PM CLA 112

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Data Base Management

Access I (Using Access 2007)

Instruction in program parameters, data dictionary, optional field characteristics, calculation, constant default values, designing data entry forms, database organization, and report generation. Implement proper database design utilizing tables, queries, calculations, and reports. Prerequisite: Windows training or equivalent knowledge. Student must purchase textbook and 3.5" diskette or USB drive. 1.6 CEUs $82

LSC-Kingwood

61196	CITSW	2105311	KC319	TTh	6/10-6/19	6PM-10PM	CLA 106
61199	CITSW	2105311	KC322	Sa	6/14-6/21	8AM-4:30PM	CLA 106
30 minute lunch.							
61197	CITSW	2105311	KC320	TTh	7/8-7/17	8:30AM-12:30PM	CLA 106
61198	CITSW	2105311	KC321	MW	7/14-7/30	6:30PM-9:10PM	CLA 106
75590	CITSW	2105311	KC389	MTWTh	7/28-7/31	8:30AM-12:30PM	CLA 104
75596	CITSW	2105311	KC395	TTh	8/5-8/14	6PM-10PM	CLA 104
75619	CITSW	2105311	KC108	TTh	9/15-9/25	6PM-10PM	CLA 106
75630	CITSW	2105311	KC115	MW	10/27-11/5	8:30AM-12:30PM	CLA 106

Access II (Using Access 2007)

Instruction in data validation, data manipulation, browsing through records, records selection and query, indexing, and sorting. Prerequisites: Access I or equivalent knowledge. Student must purchase textbook and 3.5" diskette or USB drive. 1.6 CEUs $82

LSC-Kingwood

61207	CITSW	2105509	KC323	TTh	6/24-7/3	6PM-10PM	CLA 106
61208	CITSW	2105509	KC324	TTh	7/22-7/31	8:30AM-12:30PM	CLA 106
75595	CITSW	2105509	KC394	MTWTh	8/4-8/7	8:30AM-12:30PM	CLA 104
61209	CITSW	2105509	KC325	MW	8/4-8/20	6:30PM-9:10PM	CLA 106
75608	CITSW	2105509	KC101	TTh	8/19-8/28	6PM-10PM	CLA 104
75623	CITSW	2105509	KC111	TTh	9/30-10/9	6PM-10PM	CLA 106
75633	CITSW	2105509	KC117	MW	11/10-11/19	8:30AM-12:30PM	CLA 106

Access Complete–Online (Using Access 2003)

Instruction in terminology, developing a plan for organizing data, designing files, records and fields, entering data, record selection/ queries, indexing, report generation, program parameters, data dictionary, optional field characteristics, data manipulation, browsing, table revisions, table merging, mailing labels, report arithmetic, and data and file transfer. This course is designed to prepare students for the Microsoft Office Users Specialist Access Exam. Students must have access to the Internet, e-mail and Microsoft Access 2003. Prerequisite: Windows training or equivalent knowledge. Student must purchase textbook and online supplement. 4.8 CEUs $198

LSC-Kingwood eCollege

60764	CITSW	2105402	KD205	5/6-7/29
75435	CITSW	2105402	KD301	6/3-8/26
75436	CITSW	2105402	KD302	7/1-9/30
75437	CITSW	2105402	KD303	8/5-10/28

Access Complete–Online (Using Access 2007)

Instruction in terminology, developing a plan for organizing data, designing files, records and fields, entering data, record selection/ queries, indexing, report generation, program parameters, data dictionary, optional field characteristics, data manipulation, browsing, table revisions, table merging, mailing labels, report arithmetic, and data and file transfer. This course is designed to prepare students for the Microsoft Certified Application Specialist (MCAS) Access Exam. Students must have access to the Internet, e-mail and Microsoft Access 2007. Prerequisite: Windows training or equivalent knowledge. Student must purchase textbook and online supplement. 4.8 CEUs $198

LSC-Kingwood eCollege

60769	CITSW	2105402	KD275	5/6-7/29
75438	CITSW	2105402	KD371	6/3-8/26
75439	CITSW	2105402	KD372	7/1-9/30
75441	CITSW	2105402	KD373	8/5-10/28

Graphics

Digital Imaging I
Digital imaging using raster image editing and/or image creation software: scanning, resolution, file formats, output devices, color systems, and image-acquisitions. Must have high school diploma, successful completion of GED or be in the early admissions program. Textbook required. This course linked to ARTC 1302. Prerequisites: Competent knowledge of either Macintosh or Windows operating system. 8.0 CEUs $156
LSC-Kingwood eCollege

75267	CARTC	2100202	2W101		6/2-7/8

Enhanced Video Tutorials. Student needs access to the Internet & Adobe Photoshop. Core class in all Visual Communication degrees & certificates & Gaming Certificate & Simulation track of Gaming Degree. Contact donna.monteferante@LoneStar.edu for more info.

Microsoft Visio
Introduction to computerized presentation graphics that leads the participant through planning, design, and production of business graphics and charts. Presentation files are produced utilizing multimedia software. Use Microsoft Visio to create business and technical diagrams that document and organize complex ideas, processes, and systems. Textbook & USB Stick Drive required. 2.4 CEUs $124
LSC-Kingwood

75710	CITSW	2103704	KC362	MW	6/9-6/25	8:30AM-12:30PM	CLA 106
75601	CITSW	2103704	KC340	MW	8/11-8/27	6PM-10PM	CLA 112

Multimedia, Introduction
A survey of the theories, elements, and hardware/software components of multimedia. Topics include digital image editing, digital sound and video editing, animation, web page development, and interactive presentations. Emphasis on conceptualizing and producing effective multimedia presentations. Must have high school diploma, successful completion of GED or be in the early admissions program. Textbook required. This course linked to IMED 1301. 9.6 CEUs $156
LSC-Kingwood eCollege

75268	CIMED	2100101	2W801		6/2-7/24

8 week course. Using a variety of trial software. Core Class required in all tracks of Visual Communication Degree. Online orientation. Contact karsan.hirani@LoneStar.edu for more info.

Photoshop Elements
Graphics software for image enhancement, photo retouching, and image composition. Upload, organize, and improve the pictures taken with a digital camera or from a scanner. Archive photos, create slide shows and web galleries and make the high quality prints using Photoshop Elements software. Prerequisites: Computer Fundamentals/Windows & Digital Camera Concepts or equivalent knowledge required. Textbook & USB Stick Drive required. 2.4 CEUs $124
LSC-Kingwood eCollege

75610	CITSW	2100301	KC353	MW	6/2-6/18	1PM-5PM	CLA 104

Photoshop I
Graphics software for image enhancement, photo retouching, and image composition. Apply the basics of digital imaging, and use of common tools, palettes, and commands for manipulating images and compressing them for the fastest downloads. Prerequisites: Computer Fundamentals/Windows or equivalent knowledge required. Textbook & USB Stick Drive required. 1.6 CEUs $82
LSC-Kingwood

75649	CITSW	2100302	KC356	MW	6/2-6/11	6PM-10PM	CLA 106
75740	CITSW	2100302	KC377	MW	7/7-7/16	1PM-5PM	CLA 104

LSC-Kingwood eCollege

60985	CITSW	2100302	KD205		5/13-6/3
75525	CITSW	2100302	KD301		6/3-7/1
75529	CITSW	2100302	KD302		7/1-7/29
75548	CITSW	2100302	KD303		8/5-9/2

Photoshop II
Develop your skills as you explore photo manipulation and illustration techniques. Topics include: photograph combination, embossing, masking, channel techniques, type, add colorizing B&W photographs. Textbook & USB Stick Drive required. 1.6 CEUs $82
LSC-Kingwood

75715	CGRPH	2109104	KC365	MW	6/16-6/25	6PM-10PM	CLA 106
75585	CGRPH	2109104	KC384	MW	7/21-7/30	1PM-5PM	CLA 104

LSC-Kingwood eCollege

60992	CGRPH	2109104	KD205		5/13-6/3
75554	CGRPH	2109104	KD301		6/3-7/1
75576	CGRPH	2109104	KD302		7/1-7/29
75577	CGRPH	2109104	KD303		8/5-9/2

PowerPoint I (Using PowerPoint 2007)
Introduction to computerized presentation graphics that leads the participant through planning, design, and production of business graphics and charts. Presentation files are produced utilizing multimedia software. Microsoft PowerPoint is used to create dynamic presentations that incorporate special effects. Prerequisite: Windows or equivalent knowledge. Student must purchase textbook and online supplement. 1.6 CEUs $82
LSC-Kingwood

61758	CITSW	2103702	KC731	MW	4/28-5/7	8:30AM-12:30PM	CLA 106
61206	CITSW	2103702	KC256	Sa	5/10-5/17	8AM-4:30PM	CLA 106
			30 min lunch				
60971	CITSW	2103702	KC307	MW	6/2-6/18	6:30PM-9:10PM	CLA 106
75733	CITSW	2103702	KC374	MTWTh	6/30-7/3	8:30AM-12:30PM	CLA 104
60977	CITSW	2103702	KC309	TTh	7/8-7/17	6PM-10PM	CLA 106
60982	CITSW	2103702	KC310	TTh	8/5-8/14	8:30AM-12:30PM	CLA 106
75612	CITSW	2103702	KC103	MW	8/25-9/10	8:30AM-12:30PM	CLA 106
			No class 9/1 or 9/3				
75617	CITSW	2103702	KC106	TTh	9/2-9/11	6PM-10PM	CLA 104
75629	CITSW	2103702	KC114	TTh	10/14-10/23	6PM-10PM	CLA 106

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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PowerPoint II (Using PowerPoint 2007)

Create and modify multimedia presentations complete with slides, charts, and special effects. Microsoft PowerPoint is used to create dynamic presentations for demonstrations and the Web using graphs, charts, hyperlinks, objects, and timings. Prerequisite: PowerPoint I or equivalent knowledge. Student must purchase textbook and online supplement. 1.6 CEUs $82

LSC-Kingwood

65848	CITSW	2104102	KC301	MW	5/12-5/21	8:30AM-12:30PM	CLA 106
60986	CITSW	2104102	KC311	Su	6/1-6/8	8AM-4:30PM	CLA 106
		30 minute lunch.					
61190	CITSW	2104102	KC313	MW	6/23-7/9	6:30PM-9:10PM	CLA 106
75737	CITSW	2104102	KC376	MTWTh	7/7-7/10	8:30AM-12:30PM	CLA 104
61191	CITSW	2104102	KC314	TTh	7/22-7/31	6PM-10PM	CLA 106
76007	CITSW	2104102	KC101	TTh	8/19-8/28	8:30AM-12:30PM	CLA 106
75618	CITSW	2104102	KC107	MW	9/15-9/24	8:30AM-12:30PM	CLA 106
75620	CITSW	2104102	KC109	TTh	9/16-9/25	6PM-10PM	CLA 104
75632	CITSW	2104102	KC116	TTh	10/28-11/6	6PM-10PM	CLA 106

PowerPoint Complete–Online (Using PowerPoint 2003)

Instruction in the utilization of presentation software to produce multimedia presentations. Graphics, text sound, animation and/or video may be used in presentation development. This course is designed to prepare students for the Microsoft Office Specialist PowerPoint Exam. Students must have access to the Internet, e-mail and Microsoft PowerPoint 2003. Student must purchase textbook and online supplement. 4.8 CEUs $198

LSC-Kingwood eCollege

60997	CITSW	2101001	KD205	5/6-7/29
75493	CITSW	2101001	KD301	6/3-8/26
75496	CITSW	2101001	KD302	7/1-9/30
75500	CITSW	2101001	KD303	8/5-10/28

PowerPoint Complete–Online (Using PowerPoint 2007)

Instruction in the utilization of presentation software to produce multimedia presentations. Graphics, text sound, animation and/or video may be used in presentation development. This course is designed to prepare students for the Microsoft Certified Application Specialist (MCAS) PowerPoint Exam. Students must have access to the Internet, e-mail and Microsoft PowerPoint 2007. Student must purchase textbook and online supplement. 4.8 CEUs $198

LSC-Kingwood eCollege

61007	CITSW	2101001	KD275	5/6-7/29
75502	CITSW	2101001	KD371	6/3-8/26
75504	CITSW	2101001	KD372	7/1-9/30
75506	CITSW	2101001	KD373	8/5-10/28

Internet/Web Page

Buy and Sell on eBay

Online auctions match buyers with sellers in a global marketplace. Discover how to sell and buy merchandise on eBay. Create ads, upload images, and conduct the financial transaction. 0.8 CEUs $26

LSC-Kingwood

| 75726 | CBUSG | 3000016 | KC371 | MW | 6/23-6/25 | 1PM-5PM | CLA 104 |

Fireworks

Use Fireworks to design, animate, optimize, and export images using professional design tools such as slices, color palettes, effects precise cursors, brush, and pencil tools. Design comprehensive graphics applications to let designers work with both vector art and bitmap images without ever switching tools. Prerequisite: Internet Essentials. Text and disk may be required. 1.6 CEUs $82

LSC-Kingwood

| 60927 | CARTC | 2109007 | KC207 | Th | 4/17-5/8 | 6PM-10PM | CLA 104 |
| 75589 | CARTC | 2109007 | KC388 | Th | 7/24-8/14 | 1PM-5PM | CLA 104 |

Internet, Introduction

Introduction to the Internet includes using browsers, searching for information, using e-mail and downloading files. Perform basic research to address company/business needs. Prerequisite: Intro to Computers and Windows. Students may be required to purchase book and diskette. 1.6 CEUs $82

LSC-Kingwood

| 75606 | CITNW | 2100702 | KC100 | MTWTh | 8/18-8/21 | 8:30AM-12:30PM | CLA 104 |

Digital Media Authoring using Flash

Plan, develop, and evaluate a multimedia project using digital authoring software (Flash). Emphasizes interactive design and user interface issues. Course is production-based with hands-on experience developing streaming web-based multimedia presentations including animation, sound, and graphics. 2.4 CEUs $124

LSC-Kingwood

| 75685 | CARTC | 2107101 | KC358 | Th | 6/5-7/17 | 1PM-5PM | CLA 104 |
| | | *HYBRID-lab time required outside of class; no class 7/3* | | | | | |

Dreamweaver

Web page creation with graphic elements. Includes mark-up languages, use of Web authoring software, and study of websites and browsers. Design, organize and develop web pages and sites using Dreamweaver. Internet Basic, HTML or equivalent knowledge. A book or disk (or USB drive) are required. 3.2 CEUs $164

LSC-Kingwood

60850	CIMED	2100202	KC230	Tu	4/15-5/6	6PM-10PM	CLA 104
		HYBRID - lab time required outside of class.					
75592	CIMED	2100202	KC391	M	7/28-8/18	6PM-10PM	CLA 106
		HYBRID - lab time required outside of class.					

HTML

Plan the content, structure, and layout of a Website and create it using HTML. Includes tables, hot buttons, animations, and comparison of browsers. Prerequisites: Internet Basic or equivalent knowledge. A book and disk (or USB drive) are required. 2.4 CEUs $124

LSC-Kingwood

| 75578 | CITNW | 2105910 | KC378 | M | 7/7-7/21 | 6PM-10PM | CLA 106 |
| | | *HYBRID–lab time required outside of class* | | | | | |

Computer Technology

Web Page Creation–Online
Web page creation with graphic elements. Includes mark-up languages, use of Web authoring software, and study of websites and browsers. Design, layout and publishing techniques for Web documents. Utilizes techniques for developing tables and forms using HTML and Dreamweaver. Prerequisite: Internet browser and email experience. Requirements: Internet access and email. Student must have access to Dreamweaver CS3. 3.2 CEUs $164
LSC-Kingwood eCollege

61020	CIMED	2100201	KD205	5/6-7/29
75535	CIMED	2100201	KD301	6/3-8/26
75537	CIMED	2100201	KD302	7/1-9/30
75540	CIMED	2100201	KD303	8/5-10/28

Integrated Software

Outlook
An introduction to e-mail and calendaring software as a desktop information management tool. Increase productivity with the Microsoft Outlook address/phonelist, appointment/events, tasks, journals, and e-mail organizational tools. The purchase of a book is required. Prerequisite: Internet Basic or equivalent knowledge. 1.6 CEUs $82
LSC-Kingwood

61201	CITSW	2103001	KC254	Su	4/27-5/4	8AM-4:30PM	CLA 106
30 min lunch							
60966	CITSW	2103001	KC306	TTh	8/5-8/14	6PM-10PM	CLA 106
75599	CITSW	2103001	KC398	MTWTh	8/11-8/14	8:30AM-12:30PM	CLA 104
60962	CITSW	2103001	KC105	TTh	9/2-9/11	8:30AM-12:30PM	CLA 106
75624	CITSW	2103001	KC112	TTh	9/30-10/9	6PM-10PM	CLA 104
75634	CITSW	2103001	KC118	TTh	11/11-11/20	6PM-10PM	CLA 106
75635	CITSW	2103001	KC119	MW	12/1-12/10	8:30AM-12:30PM	CLA 106

PDF File Creation
Create and use PDF documents by converting various file types into the PDF document format. 0.4 CEUs $50
LSC-Kingwood

75605	CITSW	7100001	KC351	W	5/28-5/28	6PM-10PM	CLA 104
75708	CITSW	7100001	KC361	Sa	6/7-6/7	1PM-5PM	CLA 104
75735	CITSW	7100001	KC375	M	6/30-6/30	1PM-5PM	CLA 104

Networking

Home and Small Office Networking
New technologies are available and affordable, which enable the installation and maintenance of a small network in a home or small office: share Internet access, files, printers, and add entertainment with multi-player games. Wired and wireless network setup, maintenance and security are addressed. 1.6 CEUs $82
LSC-Kingwood

60859	CITNW	2109235	KC236	Sa	4/26-5/17	8:30AM-12:30PM	CLA 104
75699	CITNW	2109235	KC360	Sa	6/7-6/28	8AM-12PM	CLA 112
75586	CITNW	2109235	KC385	Tu	7/22-8/12	1PM-5PM	CLA 104

PC Support Services

A+ Certification Training
A study of current personal computer hardware including personal computer assembly and upgrading, setup and configuration, and troubleshooting. The A+ Certification Training Program prepares individuals for a career as a computer technician in the information technology industry. This course covers the various responsibilities and tasks required for a computer technician to successfully perform in a customer environment. 9.6 CEUs $678
LSC-Kingwood

75613	CITSC	2102520	KC354	MW	6/2-8/20	6PM-10PM	CLA 104

Basic PC Maintenance
An introduction to personal computer repairs, upgrades, and system maintenance. Do you want to install a CD, a new hard drive, add more memory or troubleshoot your system? This hands on course covers basic PC maintenance and upgrades. 1.6 CEUs $82
LSC-Kingwood

75615	CCPMT	2100020	KC104	MW	8/25-9/10	6PM-10PM	CLA 104
No class 9/1 or 9/3.							

Programming

C++ Programming
Introduction to computer programming using C++. Emphasis of the fundamentals of structured design with development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices and files. Introduction to Computers or equivalent knowledge is recommended prior to enrolling. Prerequisite: Introduction to Computer Programming. Students may be required to purchase a textbook and diskette for this course. This course linked to ITSE 1407. 8.0 CEUs $200
LSC-Kingwood eCollege

75308	CITSE	2100701	2W101		6/2-7/8

Visit http://jderakhshandeh.nhmccd.cc/. This is a core course in the Gaming Certificate.

Computer Programming
An introduction to computer programming with emphasis on the fundamentals of structured design, development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices, and files. ITSC 1401 is recommended prior to enrolling. Must have high school diploma, successful completion of GED or be in the early admissions program. This course linked to ITSE 1402. Textbook required. Prerequisite: ITSC or COSC 1401 (or Intro to Computer Comp), ENGL 0305, ENGL 0307, MATH 0308. 8.0 CEUs $200
LSC-Kingwood eCollege

75303	CITSE	2100202	2W101		6/2-7/8

Visit http://jderakhshandeh.nhmccd.cc/. This is a core course in the Gaming Certificate.

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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JAVA Programming

Introduction to JAVA programming with object-orientation. Emphasis is on the fundamental syntax and semantics of JAVA for applications and web applets. Must have high school diploma, successful completion of GED or be in the early admissions program. This course linked to ITSE 2417. Textbook required. Prerequisite: ITSE 1402 (or Computer Programming Comp), ENGL 0305 or ENGL 0316 and ENGL 0307 OR 0326 or higher level course (ENGL 1301), or placement by testing, MATH 0310. 8.0 CEUs $200

LSC-Kingwood eCollege

75311	CITSE	2201701	2W101		6/2-7/8

Visit http://jderakhshandeh.nhmccd.cc/

Spreadsheets

Excel I (Using Excel 2007)

Instruction in terminology, machine use, program parameters, display characteristics, formatting features, mathematical functions, and printing. Create and modify workbooks, format worksheets, create and apply ranges, and create and print reports. Additional topics include using formulas, creating and modifying lines and objects. Prerequisite: Windows or equivalent knowledge. Textbook and 3.5" diskette or USB drive to be purchased by student.

1.6 CEUs $82

LSC-Kingwood

61188	CITSW	2102224	KC252	TTh	5/13-5/22	6PM-10PM	CLA 106
60945	CITSW	2102224	KC302	Sa	5/31-6/7	8AM-4:30PM	CLA 106
30 minute lunch break							
60950	CITSW	2102224	KC303	TTh	6/10-6/19	8:30AM-12:30PM	CLA 106
60956	CITSW	2102224	KC304	TTh	7/8-7/17	6PM-10PM	CLA 104
75581	CITSW	2102224	KC380	MTWTh	7/14-7/17	8:30AM-12:30PM	CLA 104
75609	CITSW	2102224	KC102	TTh	8/19-8/28	6PM-10PM	CLA 106
75622	CITSW	2102224	KC110	MW	9/29-10/8	8:30AM-12:30PM	CLA 106

Excel II (Using Excel 2007)

Instruction in moving and copying, cell contents; sorting mathematical, statistical, and financial function; data and time arithmetic; report generation; and built-in graphics support. Create formulas to generate mathematical functions; create charts and produce reports. Additional topics include lists, filters, date mapping, data validation, macros, and saving to HTML format. Textbook and 3.5" diskette USB drive to be purchased by student. 1.6 CEUs $82

LSC-Kingwood

61226	CITSW	2104606	KC260	MW	5/5-5/21	6:30PM-9:10PM	CLA 106
61192	CITSW	2104606	KC315	TTh	5/27-6/5	6PM-10PM	CLA 106
61193	CITSW	2104606	KC316	Su	6/15-6/22	8AM-4:30PM	CLA 106
30 minute lunch.							
61194	CITSW	2104606	KC317	TTh	6/24-7/3	8:30AM-12:30PM	CLA 106
75584	CITSW	2104606	KC383	MTWTh	7/21-7/24	8:30AM-12:30PM	CLA 104
61195	CITSW	2104606	KC318	TTh	7/22-7/31	6PM-10PM	CLA 104
75616	CITSW	2104606	KC105	TTh	9/2-9/11	6PM-10PM	CLA 106
75628	CITSW	2104606	KC113	MW	10/13-10/22	8:30AM-12:30PM	CLA 106

Excel Core & Expert - Online (Using Excel 2003)

Instruction in theory/uses of electronic spreadsheets, including application, fundamental formula creation, model design and modification, formatting features, display characteristics, editing, moving and copying, sorting, mathematical, statistical and financial function, report generation, and other features. This course is designed to prepare students for the Microsoft Office Specialist Excel Core and Expert Exam. Students must have access to the Internet, e-mail and Microsoft Excel 2003. Student must purchase textbook and online supplement. 4.8 CEUs $198

LSC-Kingwood eCollege

60951	CITSW	2104501	KD205		5/6-7/29
75450	CITSW	2104501	KD301		6/3-8/26
75453	CITSW	2104501	KD302		7/1-9/30
75456	CITSW	2104501	KD303		8/5-10/28

Excel - Online (Using Excel 2007)

Instruction in theory/uses of electronic spreadsheets, including application, fundamental formula creation, model design and modification, formatting features, display characteristics, editing, moving and copying, sorting, mathematical, statistical and financial function, report generation, and other features. This course is designed to prepare students for the Microsoft Certified Application Specialist (MCAS) Excel Exam. Students must have access to the Internet, e-mail and Microsoft Excel 2007. Student must purchase textbook and online supplement. 4.8 CEUs $198

LSC-Kingwood eCollege

60957	CITSW	2104501	KD275		5/6-7/29
75460	CITSW	2104501	KD371		6/3-8/26
75461	CITSW	2104501	KD372		7/1-9/30
75462	CITSW	2104501	KD373		8/5-10/28

What certification can do for you

Certification, whether in A+, MCDST, Payroll, Microsoft Office Specialist, CNA, or others, sets you apart from those who are not certified. Certification becomes a public recognition of professional achievement, both within and outside of your profession. For many, certification becomes a personal professional goal—a way to test knowledge and measure it against one's peers. Others see certification as an aid to career advancement.

Professional certification can be your passport into the workforce.

For the established professional, certification serves to meet professional development requirements.

Job Outlook and Salary

Occupational data is available at the Texas Workforce Commission Web site: http://www.texasworkforce.org/

Testing

IC³–Computing Fundamentals Test   **$45**
The Computing Fundamentals IC³ examination validates skills and expertise in computer hardware, software and operating systems.
76502 CTEST 8900115 KT301   M   6/2-8/17   SFA 204

IC³–Key Applications Test   **$45**
The Key Applications IC³ examination validates skills and expertise in basic word processing and spreadsheet applications.
76500 CTEST 8900113 KT301   M   6/2-8/17   SFA 204

IC³–Living Online Test   **$45**
The Living Online IC³ examination validates skills and expertise in basic networking, email, Internet and Web functions.
76501 CTEST 8900114 KT301   M   6/2-8/17   SFA 204

IC³/Microsoft Office Proctor Fee   **$10**
Fee imposed to examinee when providing a voucher from Certiport to cover the test fee. For use with Microsoft Office Specialist and IC³ exams only.
76503 CTEST 8920028 KT301   M   6/2-8/17

MS Office Specialist (Access 2003)   **$80**
76499 CTEST 8900111 KT301   SFA 204

MS Office Specialist (Excel-Core 2003)   **$80**
76493 CTEST 8900103 KT301   SFA 204

MS Office Specialist (Excel-Expert 2003)   **$80**
76494 CTEST 8900104 KT301   SFA 204

MS Office Specialist (Outlook 2003)   **$80**
76497 CTEST 8900110 KT301   SFA 204

MS Office Specialist (PowerPoint 2003)   **$80**
76491 CTEST 8900101 KT301   SFA 204

MS Office Specialist (Word-Core 2003)   **$80**
76495 CTEST 8900105 KT301   SFA 204

MS Office Specialist (Word-Expert 2003)   **$80**
76496 CTEST 8900106 KT301   SFA 204

Microsoft Certified Application Specialist
For registration information call 281-312-1660 or 281-312-1661.

Word 2007	**$80**
Excel 2007	**$80**
PowerPoint 2007	**$80**
Outlook 2007	**$80**
Access 2007	**$80**
Windows Vista for the Business Worker	**$80**

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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Word Processing

Word I (Using Word 2007)

Introduction to word processing terminology and basic word processing concepts. Create, edit, save, and print a word document, place and align text, format characters and paragraphs, use tab-setting options. Additional topics covered are page numbers, headers and footers, templates, writing tools, columns, tables, and managing documents. Prerequisite: Windows or equivalent knowledge. Textbook and 3.5" diskette or USB drive to be purchased by student. 1.6 CEUs $82

LSC-Kingwood

61295	CPOFI	2100301	KC269	TTh	4/15-4/24	6PM-10PM	CLA 106
61302	CPOFI	2100301	KC270	Sa	4/26-5/3	8AM-4:30PM	CLA 106
30 minute lunch.							
61309	CPOFI	2100301	KC271	TTh	5/13-5/22	8:30AM-12:30PM	CLA 106
61211	CPOFI	2100301	KC337	TTh	6/3-6/12	6PM-10PM	CLA 104
75713	CPOFI	2100301	KC364	MTWTh	6/16-6/19	8:30AM-12:30PM	CLA 104
75588	CPOFI	2100301	KC387	TTh	7/22-7/31	6PM-10PM	CLA 106
75591	CPOFI	2100301	KC390	MW	7/28-8/6	8:30AM-12:30PM	CLA 106

Word II (Using Word 2007)

Word processing production techniques. Includes search and replace functions, headers and footers, mail merge, file functions, and printer setup. Prerequisite: Word I. Textbook required. 1.6 CEUs $82

LSC-Kingwood

61314	CPOFI	2104202	KC275	TTh	4/29-5/8	6PM-10PM	CLA 106
61315	CPOFI	2104202	KC276	Su	5/11-5/18	8AM-4:30PM	CLA 106
30 minute lunch.							
61212	CPOFI	2104202	KC328	TTh	5/27-6/5	8:30AM-12:30PM	CLA 106
61213	CPOFI	2104202	KC329	TTh	6/17-6/26	6PM-10PM	CLA 104
75724	CPOFI	2104202	KC370	MTWTh	6/23-6/26	8:30AM-12:30PM	CLA 104
75597	CPOFI	2104202	KC396	TTh	8/5-8/14	6PM-10PM	CLA 106
75600	CPOFI	2104202	KC399	MW	8/11-8/20	8:30AM-12:30PM	CLA 106

Word Core & Expert–Online (Using Word 2003)

Word Processing application to produce mailable documents. This course is designed to prepare students for the Microsoft Office Specialist Word Core and Expert Exam. Requirements: Internet access, e-mail, and Microsoft Word 2003. Book and tutorial software required. 4.8 CEUs $198

LSC-Kingwood eCollege

61025	CPOFI	2202501	KD205	5/6-7/29
75545	CPOFI	2202501	KD301	6/3-8/26
75547	CPOFI	2202501	KD302	7/1-9/30
75549	CPOFI	2202501	KD303	8/5-10/28

Word Core & Expert–Online (Using Word 2007)

Word Processing application to produce mailable documents. This course is designed to prepare students for the Microsoft Certified Application Specialist (MCAS) Word Exam. Requirements: Internet access, e-mail, and Microsoft Word 2007. Book and tutorial software required. 4.8 CEUs $198

LSC-Kingwood eCollege

61030	CPOFI	2202501	KD275	5/6-7/29
75553	CPOFI	2202501	KD371	6/3-8/26
75555	CPOFI	2202501	KD372	7/1-9/30
75556	CPOFI	2202501	KD373	8/5-10/28

Access Complete–Online (Using Access 2003)
Instruction in terminology, developing a plan for organizing data, designing files, records and fields, entering data, record selection/queries, indexing, report generation, program parameters, data dictionary, optional field characteristics, data manipulation, browsing, table revisions, table merging, mailing labels, report arithmetic, and data and file transfer. This course is designed to prepare students for the Microsoft Office Users Specialist Access Exam. Students must have access to the Internet, e-mail and Microsoft Access 2003. Prerequisite: Windows training or equivalent knowledge. Student must purchase textbook and online supplement. 4.8 CEUs $198
LSC-Kingwood eCollege

60764	CITSW	2105402	KD205	5/6-7/29
75435	CITSW	2105402	KD301	6/3-8/26
75436	CITSW	2105402	KD302	7/1-9/30
75437	CITSW	2105402	KD303	8/5-10/28

Access Complete–Online (Using Access 2007)
Instruction in terminology, developing a plan for organizing data, designing files, records and fields, entering data, record selection/queries, indexing, report generation, program parameters, data dictionary, optional field characteristics, data manipulation, browsing, table revisions, table merging, mailing labels, report arithmetic, and data and file transfer. This course is designed to prepare students for the Microsoft Certified Application Specialist (MCAS) Access Exam. Students must have access to the Internet, e-mail and Microsoft Access 2007. Prerequisite: Windows training or equivalent knowledge. Student must purchase textbook and online supplement.
4.8 CEUs $198
LSC-Kingwood eCollege

60769	CITSW	2105402	KD275	5/6-7/29
75438	CITSW	2105402	KD371	6/3-8/26
75439	CITSW	2105402	KD372	7/1-9/30
75441	CITSW	2105402	KD373	8/5-10/28

Administrative Systems
Computer application software proficiency and basic office procedures competency. This capstone course employs advanced concepts of project management and office procedures utilizing previously learned office skills. Students will complete an integrated office simulation. Prerequisites: CE Program Manager Approval. Book required. 4.8 CEUs $198
LSC-Kingwood eCollege

60940	CPOFT	2203102	KD205	5/6-7/29
75443	CPOFT	2203102	KD301	6/3-8/26
75446	CPOFT	2203102	KD302	7/1-9/30
75447	CPOFT	2203102	KD303	8/5-10/28

C++ Programming
Introduction to computer programming using C++. Emphasis of the fundamentals of structured design with development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices and files. Introduction to Computers or equivalent knowledge is recommended prior to enrolling. Prerequisite: Introduction to Computer Programming. Students may be required to purchase a textbook and diskette for this course. This course linked to ITSE 1407. 8.0 CEUs $200
LSC-Kingwood eCollege
75308 CITSE   2100701 2W101   6/2-7/8
Visit http://jderakhshandeh.nhmccd.cc/. This is a core course in the Gaming Certificate.

Computers, Introduction
Overview of computer information systems. Introduces computer hardware, software, procedures, and human resources. Explores integration and application in business and other segments in society. Fundamentals of computer problem-solving and programming may be discussed and applied. Examines applications and software relating to a specific curricular area. This course is equivalent to COSC 1401. Must have high school diploma, successful completion of GED or be in the early admissions program. Textbook required. This course linked to ITSC 1401. Prerequisites: Course may be taken as co-requisite with ENGL 0305 or ENGL 0316 and ENGL 0307 or 0326. 8.0 CEUs $200
LSC- Kingwood eCollege
75285 CITSC   2100103 2W101   6/2-7/8
Required Orientation Mon. 6/2, 6-7 p.m., ADM 206 or Kingwood.LoneStar.edu/goto/1401orientation. Email ann.c.wehrman@LoneStar.edu.

Computer Programming
An introduction to computer programming with emphasis on the fundamentals of structured design, development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices, and files. ITSC 1401 is recommended prior to enrolling. Must have high school diploma, successful completion of GED or be in the early admissions program. This course linked to ITSE 1402. Textbook required. Prerequisite: ITSC or COSC 1401 (or Intro to Computer Comp), ENGL 0305, ENGL 0307, MATH 0308. 8.0 CEUs $200
LSC-Kingwood eCollege
75303 CITSE   2100202 2W101   6/2-7/8
Visit http://jderakhshandeh.nhmccd.cc/. This is a core course in the Gaming Certificate.

Digital Imaging I
Digital imaging using raster image editing and/or image creation software: scanning, resolution, file formats, output devices, color systems, and image-acquisitions. Must have high school diploma, successful completion of GED or be in the early admissions program. Textbook required. This course linked to ARTC 1302. Prerequisites: Competent knowledge of either Macintosh or Windows operating system. 8.0 CEUs $156
LSC-Kingwood eCollege
75267 CARTC 2100202 2W101   6/2-7/8
Enhanced Video Tutorials. Student needs access to the Internet & Adobe Photoshop. Core class in all Visual Communication degrees & certificates & Gaming Certificate & Simulation track of Gaming Degree. Contact donna.monteferante@LoneStar.edu for more info.

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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Excel Core & Expert - Online (Using Excel 2003)
Instruction in theory/uses of electronic spreadsheets, including application, fundamental formula creation, model design and modification, formatting features, display characteristics, editing, moving and copying, sorting, mathematical, statistical and financial function, report generation, and other features. This course is designed to prepare students for the Microsoft Office Specialist Excel Core and Expert Exam. Students must have access to the Internet, e-mail and Microsoft Excel 2003. Student must purchase textbook and online supplement. 4.8 CEUs $198
LSC-Kingwood eCollege

60951	CITSW	2104501	KD205	5/6-7/29
75450	CITSW	2104501	KD301	6/3-8/26
75453	CITSW	2104501	KD302	7/1-9/30
75456	CITSW	2104501	KD303	8/5-10/28

Excel - Online (Using Excel 2007)
Instruction in theory/uses of electronic spreadsheets, including application, fundamental formula creation, model design and modification, formatting features, display characteristics, editing, moving and copying, sorting, mathematical, statistical and financial function, report generation, and other features. This course is designed to prepare students for the Microsoft Certified Application Specialist (MCAS) Excel Exam. Students must have access to the Internet, e-mail and Microsoft Excel 2007. Student must purchase textbook and online supplement. 4.8 CEUs $198
LSC-Kingwood eCollege

60957	CITSW	2104501	KD275	5/6-7/29
75460	CITSW	2104501	KD371	6/3-8/26
75461	CITSW	2104501	KD372	7/1-9/30
75462	CITSW	2104501	KD373	8/5-10/28

JAVA Programming
Introduction to JAVA programming with object-orientation. Emphasis is on the fundamental syntax and semantics of JAVA for applications and web applets. Must have high school diploma, successful completion of GED or be in the early admissions program. This course linked to ITSE 2417. Textbook required. Prerequisite: ITSE 1402 (or Computer Programming Comp), ENGL 0305 or ENGL 0316 and ENGL 0307 or 0326 or higher level course (ENGL 1301), or placement by testing, MATH 0310. 8.0 CEUs $200
LSC-Kingwood eCollege

75311	CITSE	2201701	2W101	6/2-7/8

Visit http://jderakhshandeh.nhmccd.cc/.

Keyboarding, Level I
Skill development in keyboarding with emphasis on alphabet, number, and symbol keys by touch. Textbook required. 3.2 CEUs $164
LSC-Kingwood eCollege

60970	CPOFT	2101002	KD205	5/6-7/29
75467	CPOFT	2101002	KD301	6/3-8/26
75468	CPOFT	2101002	KD302	7/1-9/30
75472	CPOFT	2101002	KD303	8/5-10/28

Keyboarding Speed and Accuracy Building
Review, correct, improve, and/or perfect touch keyboarding techniques for the purpose of increasing speed and improving accuracy. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Students must be able to keyboard by touch. Book required. 3.2 CEUs $164
LSC-Kingwood eCollege

60965	CPOFT	2109303	KD205	5/6-7/29
75463	CPOFT	2109303	KD301	6/3-8/26
75464	CPOFT	2109303	KD302	7/1-9/30
75466	CPOFT	2109303	KD303	8/5-10/28

Keyboarding–Advanced
Specialized/production keyboarding with increased emphasis on rough draft, handwritten, and unarranged copy and problem-solving and decision-making skills. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Prerequisite: Keyboarding Speed and Accuracy or Keyboard 30 wpm by touch. Book required.
3.2 CEUs $164
LSC-Kingwood eCollege

60979	CPOFT	2109304	KD205	5/6-7/29
75479	CPOFT	2109304	KD301	6/3-8/26
75482	CPOFT	2109304	KD302	7/1-9/30
75485	CPOFT	2109304	KD303	8/5-10/28

Multimedia, Introduction
A survey of the theories, elements, and hardware/software components of multimedia. Topics include digital image editing, digital sound and video editing, animation, web page development, and interactive presentations. Emphasis on conceptualizing and producing effective multimedia presentations. Must have high school diploma, successful completion of GED or be in the early admissions program. Textbook required. This course linked to IMED 1301.
9.6 CEUs $156
LSC-Kingwood eCollege

75268	CIMED	2100101	2W801	6/2-7/24

8 week course. Using a variety of trial software. Core Class required in all tracks of Visual Communication Degree. Online orientation. Contact karsan. hirani@LoneStar.edu for more info.

Photoshop I
Graphics software for image enhancement, photo retouching, and image composition. Apply the basics of digital imaging, and use of common tools, palettes, and commands for manipulating images and compressing them for the fastest downloads. Prerequisites: Computer Fundamentals/Windows or equivalent knowledge required. Textbook & USB Stick Drive required. 1.6 CEUs $82
LSC-Kingwood eCollege

60985	CITSW	2100302	KD205	5/13-6/3
75525	CITSW	2100302	KD301	6/3-7/1
75529	CITSW	2100302	KD302	7/1-7/29
75548	CITSW	2100302	KD303	8/5-9/2

Photoshop II

Develop your skills as you explore photo manipulation and illustration techniques. Topics include: photograph combination, embossing, masking, channel techniques, type, add colorizing B&W photographs. Textbook & USB Stick Drive required. 1.6 CEUs $82

LSC-Kingwood eCollege

60992	CGRPH	2109104	KD205	5/13-6/3
75554	CGRPH	2109104	KD301	6/3-7/1
75576	CGRPH	2109104	KD302	7/1-7/29
75577	CGRPH	2109104	KD303	8/5-9/2

PowerPoint Complete–Online (Using PowerPoint 2003)

Instruction in the utilization of presentation software to produce multimedia presentations. Graphics, text sound, animation and/or video may be used in presentation development. This course is designed to prepare students for the Microsoft Office Specialist PowerPoint Exam. Students must have access to the Internet, e-mail and Microsoft PowerPoint 2003. Student must purchase textbook and online supplement. 4.8 CEUs $198

LSC-Kingwood eCollege

60997	CITSW	2101001	KD205	5/6-7/29
75493	CITSW	2101001	KD301	6/3-8/26
75496	CITSW	2101001	KD302	7/1-9/30
75500	CITSW	2101001	KD303	8/5-10/28

PowerPoint Complete–Online (Using PowerPoint 2007)

Instruction in the utilization of presentation software to produce multimedia presentations. Graphics, text sound, animation and/or video may be used in presentation development. This course is designed to prepare students for the Microsoft Certified Application Specialist (MCAS) PowerPoint Exam. Students must have access to the Internet, e-mail and Microsoft PowerPoint 2007. Student must purchase textbook and online supplement. 4.8 CEUs $198

LSC-Kingwood eCollege

| 61007 | CITSW | 2101001 | KD275 | 5/6-7/29 |
75502	CITSW	2101001	KD371	6/3-8/26
75504	CITSW	2101001	KD372	7/1-9/30
75506	CITSW	2101001	KD373	8/5-10/28

Project Scheduling using MS-Project

A study of conventional scheduling using critical-path-method; precedence and arrow networks; Gantt charts; monthly reports; and crashing time schedule. Explore the process of organizing, scheduling, and managing several tasks in a required sequence so that a project is completed within a specified time period and budget. Requirements: MS-Project 2003, Internet access, e-mail, and Netscape or Internet Explorer Web browser. 4.8 CEUs $198

LSC-Kingwood eCollege

61014	CCNBT	2203201	KD205	5/6-7/29
75526	CCNBT	2203201	KD301	6/3-8/26
75530	CCNBT	2203201	KD302	7/1-9/30
75532	CCNBT	2203201	KD303	8/5-10/28
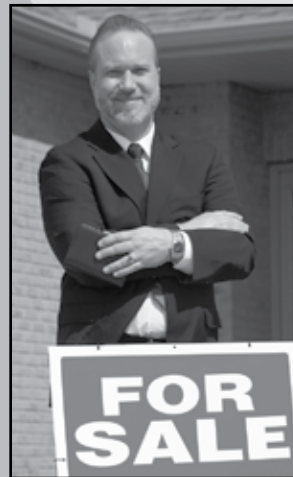
Each course has a minimum required enrollment. Once that minimum number is reached, the class is a "Go". Find a class you like, encourage a friend to join you. Sometimes two or three people make the difference between "Go" or "Cancel."

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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Real Estate Marketing

A study of real estate professionalism and ethics; characteristics of successful salespersons; time management; psychology of marketing; listing procedures; advertising; negotiating and closing financing; and the Deceptive Trade Practices Act, Consumer Protection Act and commercial code. Textbook required. 3.2 CEUs $139

LSC-Kingwood eCollege

75284	CRELE	2102201	KD301	5/13-8/11
75286	CRELE	2102201	KD302	6/3-9/1
75287	CRELE	2102201	KD303	6/24-9/22
75288	CRELE	2102201	KD304	7/15-10/13
75289	CRELE	2102201	KD305	8/5-11/3

Real Estate Principles I

An overview of licensing as a real estate broker and salesperson, ethics of practice, titles to and conveyance of real estate, legal descriptions, law of agency, deeds, encumbrances and liens, distinctions between personal and real property, contracts, appraisal, finance and regulations, closing procedures and real estate mathematics. Also including federal, state, and local laws relating to housing discrimination, housing credit discrimination, and community reinvestment. A "core" real estate course. Textbook required. 3.2 CEUs $139

LSC-Kingwood eCollege

75273	CRELE	2100206	KD301	5/13-8/11
75275	CRELE	2100206	KD302	6/3-9/1
75276	CRELE	2100206	KD303	6/24-9/22
75277	CRELE	2100206	KD304	7/15-10/13
75278	CRELE	2100206	KD305	8/5-11/3

Real Estate Principles II

Overview of licensing as a broker or salesperson. Includes ethics of practice as a license holder, titles to and conveyance of real estate, legal descriptions, deeds, encumbrances and liens, distinctions between personal and real property, appraisal, finance and regulations, closing procedures, and real estate mathematics. Covers at least three hours of classroom instruction on federal, state, and local laws relating to housing, discrimination, housing credit discrimination, and community reinvestment. Fulfills at least 30 of 60 hours of required instruction for salesperson license. A "core" real estate course. Textbook required. 3.2 CEUs $139

LSC-Kingwood eCollege

75279	CRELE	2103802	KD301	5/13-8/11
75280	CRELE	2103802	KD302	6/3-9/1
75281	CRELE	2103802	KD303	6/24-9/22
75282	CRELE	2103802	KD304	7/15-10/13
75283	CRELE	2103802	KD305	8/5-11/3

Real Estate Law of Agency

A study of law of agency including principle-agent and master-servant relationships, the authority of an agent, the termination of an agent's authority, the fiduciary and other duties of an agent, employment law, deceptive trade practices, listing or buying procedures, and the disclosure of an agency. A "core" real estate course. Textbook required. 3.2 CEUs $139

LSC-Kingwood eCollege

75259	CRELE	2101004	KD301	5/13-8/11
75262	CRELE	2101004	KD302	6/3-9/1
75263	CRELE	2101004	KD303	6/24-9/22
75264	CRELE	2101004	KD304	7/15-10/13
75265	CRELE	2101004	KD305	8/5-11/3

Real Estate Law of Contracts

A review of real estate contracts required by section 6A (3) of the Real Estate License Act with emphasis on general contract law requirements. Also covers the purpose, history, and working process of the Broker-Lawyer Committee. Includes preparation of real estate contract forms with emphasis on the most commonly used forms. A "core" real estate course. Textbook required. 3.2 CEUs $139

LSC-Kingwood eCollege

75266	CRELE	2101207	KD301	5/13-8/11
75269	CRELE	2101207	KD302	6/3-9/1
75270	CRELE	2101207	KD303	6/24-9/22
75271	CRELE	2101207	KD304	7/15-10/13
75272	CRELE	2101207	KD305	8/5-11/3

Web Page Creation–Online

Web page creation with graphic elements. Includes mark-up languages, use of Web authoring software, and study of websites and browsers. Design, layout and publishing techniques for Web documents. Utilizes techniques for developing tables and forms using HTML and Dreamweaver. Prerequisite: Internet browser and email experience. Requirements: Internet access and email. Student must have access to Dreamweaver CS3. 3.2 CEUs $164

LSC-Kingwood eCollege

61020	CIMED	2100201	KD205	5/6-7/29
75535	CIMED	2100201	KD301	6/3-8/26
75537	CIMED	2100201	KD302	7/1-9/30
75540	CIMED	2100201	KD303	8/5-10/28

Word Core & Expert–Online (Using Word 2003)

Word Processing application to produce mailable documents. This course is designed to prepare students for the Microsoft Office Specialist Word Core and Expert Exam. Requirements: Internet access, e-mail, and Microsoft Word 2003. Book and tutorial software required. 4.8 CEUs $198

LSC-Kingwood eCollege

61025	CPOFI	2202501	KD205	5/6-7/29
75545	CPOFI	2202501	KD301	6/3-8/26
75547	CPOFI	2202501	KD302	7/1-9/30
75549	CPOFI	2202501	KD303	8/5-10/28

Word–Online (Using Word 2007)

Word Processing application to produce mailable documents. This course is designed to prepare students for the Microsoft Certified Applications Specialist (MCAS) Word Exam. Requirements: Internet access, e-mail, and Microsoft Word 2007. Book and tutorial software required. 4.8 CEUs $198

LSC-Kingwood eCollege

61030	CPOFI	2202501	KD275	5/6-7/29
75553	CPOFI	2202501	KD371	6/3-8/26
75555	CPOFI	2202501	KD372	7/1-9/30
75556	CPOFI	2202501	KD373	8/5-10/28

Ed2Go–Online

Update your skills, discover a new talent, or chart a new career path at your own pace in the comfort of your own home or office. Online courses make it easy to begin now to achieve your goals.

All courses run for six weeks (with a two-week grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more.

Requirements: The following six-week online classes require Internet access, email and the Microsoft Internet Explorer web browser. In addition, some classes may require Windows, Excel or other software programs as indicated in the course description. Before registering for any course, go to our Online Instruction Center and read the complete course requirements for that course. Just follow these steps and you are on your way!

How to get started:
- Visit our Online Instruction Center at **www.ed2go.com/kingwoodce**
- Click the Orientation link and follow the instructions to enroll and pay for your course. During orientation, you will learn important information about your course.
- Choose your course then click on the Enroll Now button. Sign up for the course by choosing a start date. Follow the instructions on each page. You will also be provided an opportunity to choose the name and password you will use to access your course. *Print or save this information. These steps are critical!* You cannot access your course until you complete orientation and payment has been made.
- When your course starts, return to our Online Instruction Center and click the Classroom link. To begin your studies, simply log in with the name and password you provided during orientation.

After completing the required orientation, your name will be added to the class roster. The Online Course Coordinator then verifies the roster which "unlocks" the class to give you access to your course lessons.

Course dates:
4/16/08 – 5/23/08
5/21/08 – 6/27/08
6/18/08 – 7/25/08
7/16/08 – 8/22/08

Registration deadline is one week after the course start date. You have two weeks after the end date of class to complete the final exam with an additional extension of 10 days. A Letter of Successful Completion may be obtained from the Online Instruction Center.

If you have questions or need further assistance, contact

Shelia Benard
281.312.1660 • sbenard@LoneStar.edu
Beverly Bodenhamer
281.312.1661 • beverly@LoneStar.edu

Accounting
Accounting Fundamentals $99
Accounting Fundamentals II $99
Advanced Microsoft Excel 2003 .... $99
Creating a Successful Business Plan $99
Intermediate Microsoft Excel 2003 .... $99
Introduction to Microsoft Excel 2003 .... $99
Introduction to Microsoft Excel 2007 .... $99
Introduction to QuickBooks 2007 .... $99
Performing Payroll in QuickBooks 2006 .... $99
Performing Payroll in QuickBooks 2007 .... $99
QuickBooks for Contractors $99

Art, History, Psychology, & Literature
Drawing for the Absolute Beginner $99
Enjoying European Art Online $99
Music Made Easy $99

Basic Computer Literacy
101 Tips and Tricks for the iMac and Macintosh $99
Computer Skills for the Workplace $99
Introduction to Linux $99
Introduction to the Internet $99
Introduction to Windows Vista $99
Introduction to Windows XP $99
Keyboarding $99

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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Business Administration

Administrative Assistant Applications	$99
Administrative Assistant Fundamentals	$99
Distribution and Logistics Management	$99
Employment Law Fundamentals	$99
Fundamentals of Supervision and Management	$99
Fundamentals of Supervision and Management II	$99
Project Management @ e-Speed	$99
Introduction to Business Analysis	$99
Managing Customer Service	$99
Manufacturing Applications	$99
Manufacturing Fundamentals	$99
Mastery of Business Applications	$99
Mastery of Business Fundamentals	$99
PMP Certification Prep 2	$109
PMP Certification Prep I	$109
Principles of Sales Management	$99
Project Management Applications	$99
Project Management Fundamentals	$99
Purchasing Applications	$99
Purchasing Fundamentals	$99
Six Sigma: Total Quality Applications	$99
Successful Construction Business Management (US)	$99
Supply Chain Management Applications	$99
Supply Chain Management Fundamentals	$99
Total Quality Fundamentals	$99
Understanding the Human Resources Function	$99

Certification Prep

Advanced Comp TIA A+ Certification Prep	$109
Basic Comp TIA A+ Certification Prep	$109
Comp TIA Network+ Certification Prep	$109
CompTIA Security+ Certification Prep	$109
Intermediate Comp TIA A+ Certification Prep	$109
Microsoft Windows Certification Prep: Exam 70-270	$109
PMP Certification Prep 2	$109
PMP Certification Prep I	$109

Child Care & Parenting

Enhancing Language Development in Childhood	$99
Guiding Kids on the Internet	$99
Ready, Set, Read!	$99
Understanding Adolescents	$99

Computer Applications

Advanced Microsoft Excel 2003	$99
Advanced Microsoft Word 2003	$99
Intermediate Microsoft Access 2003	$99
Intermediate Microsoft Excel 2003	$99
Intermediate Microsoft Word 2003	$99
Introduction to Crystal Reports 10	$99
Introduction to Microsoft Access 2003	$99
Introduction to Microsoft Access 2007	$99
Introduction to Microsoft Excel 2003	$99
Introduction to Microsoft Excel 2007	$99
Introduction to Microsoft Outlook 2003	$99
Introduction to Microsoft PowerPoint 2003	$99
Introduction to Microsoft Project 2003	$99
Introduction to Microsoft Publisher 2003	$99
Introduction to Microsoft Visio 2003	$99
Introduction to Microsoft Word 2003	$99
Introduction to Microsoft Word 2007	$99
Introduction to QuickBooks 2007	$99
Performing Payroll in QuickBooks 2007	$99
QuickBooks for Contractors	$99
QuickBooks 2007 for Contractors	$99

Courses for Teaching Professionals

A to Z Grantwriting	$99
An Introduction to Teaching ESL/EFL	$99
Big Ideas in Little Books	$99
Creating Web Pages	$99
Differentiated Instruction in the Classroom	$99
Enhancing Language Development in Childhood	$99
Get Assertive!	$99
Guiding Kids on the Internet	$99
Integrating Technology in the K-5 Classroom	$99
Leadership	$99
Microsoft Excel 2003 in the Classroom	$99
Microsoft Excel 2007 in the Classroom	$99
PowerPoint in the Classroom 2003	$99
Powerpoint in the Classroom 2007	$99
Microsoft Word 2003 in the Classroom	$99
Microsoft Word 2007 in the Classroom	$99
"Ready, Set, Read!"	$99
Solving Classroom Discipline Problems	$99
Speed Spanish	$99
Survival Kit for New Teachers	$99

Teaching Math: Grades 4-6 .... $99
Teaching Science: Grades 4-6 .... $99
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The Creative Classroom $99
Understanding Adolescents $99
Using the Internet in the Classroom............................. $99
Working Successfully with Learning Disabled Students $99

Database Management & Programming

Creating User Requirements Documents........................ $99
High Speed Project Management..................................... $99
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Introduction to Crystal Reports 10............................... $99
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Introduction to Microsoft Access 2007 .... $99
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Introduction to Visual Basic .NET $99
Introduction to Visual Basic 2005................................. $99

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Discover Digital Photography $99
Intermediate Photoshop CS2... $99
Introduction to Photoshop CS2..................................... $99
Introduction to Photoshop CS3..................................... $99
Making Movies with Windows XP.................................. $99
Photographing People with Your Digital Camera........................ $99
Photoshop CS2 for the Digital Photographer $99
Photoshop CS3 for the Digital Photographer $99
Photoshop Elements 3.0 for the Digital Photographer............. $99
Photoshop Elements 4.0 for the Digital Photographer............. $99
Photoshop Elements 4.0 for the Digital Photographer II......... $99
Photoshop Elements 5.0 for the Digital Photographer............. $99
Photoshop Elements 5.0 for the Digital Photographer II $99
Photoshop Elements Projects $99
Secrets of Better Photography....................................... $99

Entertainment Industry

Get Funny!.. $99
Get Paid to Travel.. $99
Introduction to the Game Industry $99
Marketing Tools for Actors.. $99
Music Made Easy $99
Theme Park Engineering... $99
Breaking into SitCom Writing... $99

Grant Writing & Nonprofit Management

A to Z Grantwriting.. $99
Advanced Grant Proposal Writing.................................. $99
Becoming a Grant Writing Consultant............................ $99
Creating Your Own Nonprofit... $99
Get Grants! $99
Introduction to Nonprofit Management.......................... $99
Marketing Your Nonprofit $99
"Wow, What a Great Event!" $99
Writing Effective Grant Proposals $99

Graphic Design

Creating Web Graphics with Photoshop CS3 .... $99
Design Projects for Adobe Illustrator CS2 .... $99
Intermediate Photoshop CS2... $99
Introduction to Adobe FrameMaker 7.1........................ $99
Introduction to CorelDRAW X3..................................... $99
Introduction to Microsoft Publisher 2003..................... $99
Introduction to Photoshop CS2..................................... $99
Introduction to Photoshop CS3 .... $99
Photoshop 7 for the Absolute Beginner $99
Photoshop CS2 for the Digital Photographer $99
Photoshop CS3 for the Digital Photographer $99
Photoshop Elements 5.0 for the Digital Photographer............. $99

Health Care, Nutrition, & Fitness

Assisting Aging Parents $99
Handling Medical Emergencies....................................... $99
Human Anatomy and Physiology $99
Introduction to Natural Health and Healing.................... $99
Legal Nurse Consulting $99
Luscious, Low-Fat, Lightning-Quick Meals $99
Medical Terminology: A Word Association Approach................. $99
Outdoor Survival Techniques $99
Medical Coding... $99

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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Languages

An Introduction to Teaching ESL/EFL	$99
Beginning Braille Transcription	$99
Beginning Conversational French	$99
Grammar for ESL	$99
Instant Italian	$99
Intermediate Braille Transcription	$99
Speed Spanish	$99
Speed Spanish II	$99
Speed Spanish III	$99
Writing for ESL	$99

Law & Legal Careers

Constitutional Law: Bill of Rights	$99
Employment Law Fundamentals	$99
Evidence Law	$99
Introduction to Criminal Law	$99
Introduction to Criminal Law II	$99
Legal Nurse Consulting	$99
LSAT Preparation–Course 1	$99
LSAT Preparation–Course 2	$99
Real Estate Law	$99
Winning Strategy for the Courtroom	$99
Workers' Compensation	$99

Math, Philosophy, & Science

Everyday Math	$99
Introduction to Algebra	$99
Theme Park Engineering	$99

PC Troubleshooting, Networking, & Security

Advanced PC Security	$99
Creating a Home Network	$99
Creating a Small Office Network	$99
Intermediate Networking	$99
Introduction to Networking	$99
Introduction to PC Security	$99
Introduction to PC Troubleshooting	$99
Wireless Networking	$99

Personal Development

Achieving Success with Difficult People	$99
Administrative Assistant Fundamentals	$99
Become a Veterinary Assistant	$99
Communicating Like a Leader	$99
Computer Skills for the Workplace	$99
Effective Business Writing	$99
Everyday Math	$99
Get Assertive!	$99
Get Funny!	$99
Get Paid to Travel	$99
Grammar Refresher	$99
Individual Excellence	$99
Interpersonal Communication	$99
Introduction to Journaling	$99
Keys to Effective Communication	$99
Leadership	$99
Listen to Your Heart and Success Will Follow	$99
Mastery of Business Fundamentals	$99
Merrill Ream Speed Reading	$99
Resume Writing Workshop	$99
Skills for Making Great Decisions	$99
12 Steps to a Successful Job Search	$99

Personal Enrichment

Achieving Success with Difficult People	$99
Assisting Aging Parents	$99
Genealogy Basics	$99
Goodbye to Shy	$99
Handling Medical Emergencies	$99
Interpersonal Communication	$99
Keys to Effective Communication	$99
Luscious, Low-Fat, Lightning-Quick Meals!	$99
Merrill Ream Speed Reading	$99
Outdoor Survival Techniques	$99
Skills for Making Great Decisions	$99
The Magic of Hypnosis	$99
Wine Appreciation for Beginners	$99
Write Your Life Story	$99

Distance Education–Ed2Go

Personal Finance & Wealth Building
Building Wealth $99
Debt Elimination Techniques That Work........................ $99
Introduction to Stock Options $99
Personal Finance... $99
Real Estate Investing.. $99
"Stocks, Bonds, and Investing: Oh, My!" $99
The Analysis and Valuation of Stocks $99
Where Does All My Money Go? $99

Sales & Marketing
Business and Marketing Writing................................. $99
Effective Selling $99
Managing Customer Service....................................... $99
Marketing Your Business on the Internet..................... $99
Principles of Sales Management $99
Professional Sales Skills.. $99

Start Your Own Business
Beginning Braille Transcription $99
Creating a Successful Business Plan $99
Growing Plants for Fun and Profit $99
Intermediate Braille Transcription $99
Learn to Buy and Sell on eBay $99
Marketing Your Business on the Internet..................... $99
Publish It Yourself: How to Start and Operate
    Your Own Publishing Business................................ $99
Secrets of the Caterer... $99
Start and Operate your own Home-Based Business.............. $99
Start Your Own eBay Drop Off Store $99
Start a Consulting Practice $99
"Wow, What a Great Event!"..................................... $99

Test Prep
GED Preparation.. $99
GMAT Preparation $99
Grammar for ESL... $99
GRE Preparation – Part 1 (Verbal & Analytical)............ $99
GRE Preparation – Part 2 (Quantitative) $99
LSAT Preparation – Part 1 .... $99
LSAT Preparation – Part 2.. $99
Prepare for the GED Language Arts, Writing Test.............. $99
Prepare for the GED Math Test................................. $99
SAT/ACT Preparation – Part 1 .... $99
SAT/ACT Preparation – Part 2................................. $99

The Internet
Achieving Top Search Engine Positions........................ $99
Introduction to Microsoft Outlook 2003..................... $99
Introduction to Microsoft Outlook 2007..................... $99
Introduction to the Internet....................................... $99
Learn to Buy and Sell on eBay $99
Start Your Own eBay Drop Off Store $99

Web & Computer Programming
Intermediate C# Programming.................................... $99
Intermediate Visual Basic .NET $99
Intermediate Visual Basic 2005................................. $99
Introduction to Alice 2.0 Programming....................... $99
Introduction to ASP.NET $99
Introduction to C# Programming $99
Introduction to C++ Programming.............................. $99
Introduction to Java Programming $99
Introduction to JSP Programming............................... $99
Introduction to Perl Programming.............................. $99
Introduction to SQL... $99
Introduction to Visual Basic .NET $99
Introduction to Visual Basic 2005.............................. $99

Web Graphics & Multimedia
Creating Web Graphics with Photoshop CS3.............................. $99
Drawing for the Absolute Beginner $99
Imaging for the Web Using Fireworks MX 2004........................ $99
Introduction to CorelDRAW X3 .... $99
Introduction to Flash 8 .... $99
Introduction to Flash MX 2004 .... $99

Web Page Design
Achieving Top Search Engine Positions........................ $99
Creating Web Pages... $99
Creating Web Pages II $99
Designing Effective Websites $99
Introduction to CSS and XHTML $99
Introduction to Dreamweaver 8................................. $99
Introduction to Dreamweaver MX 2004...................... $99
Introduction to Flash 8 .... $99
Introduction to Flash MX 2004 .... $99
Introduction to Microsoft FrontPage 2003 .... $99

For information or to register call 281.312.1660 or 281.312.1661
    You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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Writing & Publishing

Academy for Lifelong Learning

Lone Star College-Kingwood's Academy for Lifelong Learning offers classes taught by volunteers for area residents 50+ years old. The ALL Program, began in February 2004, now has over 700 members. The membership fee of $10 per academic year, allows members to attend the ALL classes held at Lone Star College-Kingwood's offsite center, East Montgomery County Improvement District Complex in New Caney. This site is easily accessible just off Highway 59, about five minutes north of the main campus.

Members receive the monthly schedule of classes via email. Thirty to forty varied classes are offered each month including exercise, computer, knitting, history, and more. Additionally, the Academy has a Book Club that meets the 4th Tuesday of each month and a Writing Club that meets the 2nd Monday of the month.

For more information call 281.312.1750 or 281.312.1749.

Looking for something in health care?

See pages 38–39
or call 281.312.1660 or 281.312.1661.

The complete schedule and registration forms are available online at **Kingwood.LoneStar.edu/ce**

English for Speakers of Other Languages (ESOL / Intensive English Program)

Lone Star College - Kingwood offers an ESOL Intensive English Program. Classes include grammar, writing, listening, speaking and reading comprehension. Students must take the COMPASS ESL for placement. These classes are not free and classes in all levels are offered both morning and evening. For more information, please call 281.312.1578/1536 or visit Kingwood.LoneStar.edu/ESL.

ESL Communication Improvement

Communication Improvement I
Designed for students whose primary language is other than English. Presentation of industry-related basic reading, writing, speaking, and listening skills. Emphasis on high-frequency vocabulary (basic sight words) and phonics; refining oral and written production and listening skills for enhanced job productivity; and increasing control of the English sound system to minimize on the job miscommunication or misperception due to foreign accent. The course provides learners with coping skills and cultural information necessary for written and oral workplace communication. It offers learners the opportunity to develop, practice and apply the basic structures of English, and to perform simple speaking, reading, and writing job-related tasks. Students enrolled in this course should have basic literacy skills in their native language and be familiar with Roman script.
6.4 CEUs $134
LSC-Kingwood

| 75941 | CCOMG 2100073 KC301 | MTWTh | 6/2-7/8 | 8AM-10:45AM |
| 75945 | CCOMG 2100073 KC305 | MTWTh | 6/2-7/8 | 6PM-8:45PM |

Communication Improvement II
Provides on-the-job dynamic communicative practice for students whose primary language is other than English, exposing students to the uses of language in a variety of relevant job-related contexts. This course helps increase proficiency in speaking and writing skills necessary for successful communication. Students gain mastery in the use of the basic structures of the language and can perform practical work-related oral and written tasks. The course focuses on continued emphasis on high-frequency vocabulary and phonics; and extensive practice in occupational reading, comprehension, listening, and speaking. 6.4 CEUs $134
LSC-Kingwood

| 75942 | CCOMG 2100148 KC302 | MTWTh | 6/2-7/8 | 8AM-10:45AM |
| 75946 | CCOMG 2100148 KC306 | MTWTh | 6/2-7/8 | 6PM-8:45PM |

Communication Improvement III
Improvement in reading vocabulary/comprehension skills, as well as speaking, writing, and listening skills for job success. Focus on recognition and comprehension of idioms, analogies, antonyms, and synonyms, and context clues. Interpretation of factual material and inferences associated with job-related communication. Students increase their degree of fluency, accuracy, and comprehension in listening, speaking, writing, and reading skills necessary to satisfy the job demands. The course expands student's active vocabulary and comprehension of short paragraphs and enables them to work toward mastery of the major structures of the language as well as the basic mechanics of writing for professional communication.
6.4 CEUs $134
LSC-Kingwood

| 75943 | CCOMG 2100456 KC303 | MTWTh | 6/2-7/8 | 11AM-1:45PM |
| 75947 | CCOMG 2100456 KC307 | MTWTh | 6/2-7/8 | 6PM-8:45PM |

Communication Improvement IV
Designed for students whose primary language is other than English. Focus on comprehending challenging industrial and job-related materials. Emphasis on industry-related vocabulary development and skills acquisition, including determining meaning from context, identifying word forms and variation in meaning, synonyms and antonyms, context clues, connotation and denotation, and fact and opinion. This course continues to provide dynamic communicative practice, exposing students to the uses of language in a variety of job-related contexts. This course enhances student's ability to interact and exchange information, take surveys, role-play situations, and discuss various everyday situations and job-related topics.
6.4 CEUs $134
LSC-Kingwood

| 75944 | CCOMG 2100562 KC304 | MTWTh | 6/2-7/8 | 11AM-1:45PM |
| 75948 | CCOMG 2100562 KC308 | MTWTh | 6/2-7/8 | 6PM-8:45PM |

Intensive English

ESL Language Skills Workshop
Designed for students whose primary language is other than English. Focus on comprehending challenging industrial and job-related materials. Emphasis on industry-related vocabulary development and skills acquisition, including determining meaning from context, identifying word forms and variation in meaning, synonyms and antonyms, context clues, connotation and denotation, and fact and opinion. Refines the use of listening, speaking, reading, and writing skills necessary for personal, academic, and business communication. Incorporates negotiated student/instructor-generated content and accommodates individual goals in a workshop format.
4.8 CEUs $144
LSC-Kingwood

| 75938 | CENGL 3100558 21101 | MTWTh | 6/2-7/8 | 8:30AM-10:15AM |
| 75939 | CENGL 3100558 21102 | MTWTh | 6/2-7/8 | 10:30AM-12:15PM |

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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Occupational Specific English

English for Health Care Professionals

Mastery of a selected vocabulary of technical/occupational terms, including appropriate pronunciation of terms and use of English language structures required by industry for successful on-the-job performance. The aim of this course is to improve communication, writing, reading, and listening skills and to build cultural and social awareness necessary for successful careers in Healthcare industry. 4.8 CEUs $102

LSC-Kingwood

75949   CCOMG 2100674   KC309   MTWTh   6/2-7/8   6PM-7:50PM

ESL Intensive

ESOL Oral Communication, High Beginning

In this course students have the opportunity to develop fluency and accuracy in speaking and to apply strategies for comprehending and processing short spoken passages on familiar topics. Students who enroll in this course should have basic literacy skills in their native language and be familiar with Roman script. Open lab available. This course carries institutional credit but will not transfer and may not be used to meet degree requirements. Prerequisite: ENGL 0331; or Placement by exam. Linked to ENGL 0343 9.6 CEUs $144

LSC-Kingwood

75875   CENGL 3004301   21001   MTWTh   6/2-8/14   1PM-2:50PM   LIB 201

ESOL Oral Communication, Intermediate

In this course students increase proficiency in the spoken language necessary for personal, academic, and professional communication. They develop skills at using functional language for giving advice, describing, narrating, and expressing ability and possibility, and making predictions. Students acquire and practice strategies for comprehending statements and short spoken passages. Open lab available. This course carries institutional credit but will not transfer and may not be used to meet degree requirements. Prerequisite: ENGL 0343, *or* ENGL 0331 with "B" or above , *or* ENGL 0332 with "C" or above, *or* ENGL 0333, *or* placement by exam. Linked to ENGL 0344 9.6 CEUs $144

LSC-Kingwood

75871   CENGL 3004401   21001   MTWTh   6/2-8/14   1PM-2:50PM

ESOL Reading, High Beginning

This course develops nonnative English studentsí reading and vocabulary skills for personal, academic, and professional communication by using vocabulary-controlled materials based on diverse themes. The course includes extensive practice in reading and comprehending simple short stories and articles, and writing related sentences. Focus is on literal comprehension, identifying the main idea, and developing a useful and personally relevant vocabulary base. Writing is required to complement some reading activities. Students who enroll in this course should have basic literacy skills in their native language and be familiar with Roman script Open lab available. This course carries institutional credit but will not transfer and may not be used to meet degree requirements. Prerequisite: ENGL 0311 *or* placement by exam. Linked to ENGL 0377. 8.0 CEUs $144

LSC-Kingwood

75872   CENGL 3003701   21001   MTWTh   6/2-8/14   9AM-10:40AM

ESOL Reading, Intermediate

This course develops nonnative English students' reading and vocabulary skills for personal, academic, and professional communication by using materials based on a number of topics. The course includes extensive practice in reading and comprehending multi-paragraph descriptive and narrative articles, stories, reports, and dictionary entries, and writing related paragraphs. Focus is on literal comprehension, identification of inferred main ideas, speed development, word analysis, vocabulary expansion, and dictionary skills. Writing is required to complement varied reading activities. Open lab available. This course carries institutional credit but will not transfer and may not be used to meet degree requirements. Prerequisite: ENGL 0337, *or* ENGL 0311 with "B" or above, *or* ENGL 0312 with "C" or above, *or* ENGL 0313, or placement by exam. Linked to Engl 0338 8.0 CEUs $144

LSC-Kingwood

75873   CENGL 3003801   21001   MTWTh   6/2-8/14   9AM-10:40AM   LIB 203

ESOL Writing Intermediate

In this course students increase proficiency in the writing skills necessary for basic personal and academic communication. Students use process writing techniques to write simple paragraphs and gain mastery in the use of the basic structures of the language. Open lab available. This course carries institutional credit but will not transfer and may not be used to meet degree requirements. This course linked with ENGL 3054. Prerequisite: ESOL Writing 1, ESOL Reading 1, and ESOL Oral Communication 2; *or* ENGL 0321 minimum grade B; ENGL 0322 minimum grade C; ENGL 0323 *or* placement by exam. 9.6 CEUs $144

LSC-Kingwood

75876   CENGL 3005401   21001   MTWTh   6/2-8/14   11AM-12:50PM

ESOL Writing, High Beginning

In this course students have the opportunity to develop, practice, and apply the basic structures of English and to perform simple writing tasks. Students who enroll in this course should have basic literacy skills in their native language and be familiar with Roman script. Open lab available. This course carries institutional credit but will not transfer and may not be used to meet degree requirements. This course linked with ENGL 0353. Prerequisite: Engl 0321 or placement by exam. 9.6 CEUs $144

LSC-Kingwood

75874   CENGL 3005301   21001   MTWTh   6/2-8/14   11AM-12:50PM

GED Requirements

Texas Education Agency (TEA) regulations as of January 2007 state that any student wishing to take the GED test must first take the Test of Adult Basic Education (TABE), or the Official Practice Test for the GED (OPT), or the Armed Forces Vocational Aptitude Battery (ASVAB), and meet certain criteria. Lone Star College–Kingwood offers the TABE during the free 3-day orientation. There is no pre-registration required for GED Orientation, simply go to the Student Fine Arts Building, Room 125 at the scheduled time.

Those wishing to register for the GED Test must present their test scores. GED Test registration is done in person in the Continuing Education Office (CLA 107). For more information call 281.312.1457.

Minimum Test Score

Minimum Test Score on TABE A or D
(Reading: 567, Math: 566, Language: 560)
or
Minimum Test Score on
GED Official Practice Test: 460
or
Minimum Test Score on ASVAB Test: 50 AFQT

16 years old
• Valid Texas ID or Texas Drivers License or US Government Issued ID
• Social Security Card (optional)
• Withdrawal form from high school
• Parental consent form (parent must accompany student for registration)
• **Court Order**

17 years old
• Valid Texas ID or Texas Drivers License or US Government Issued ID
• Social Security Card (optional)
• Withdrawal form from high school
• Parental consent form (parent must accompany student for test registration)

18 years or older
• Valid Texas ID or Texas Drivers License or US Government Issued ID
• Social Security Card (optional)

GED

GED Orientation

This orientation introduces students to the expectations of the class, their responsibilities, and general rules. Free

LSC-Kingwood

59792	CDEVS	8910001	KC207	TuWF	5/6-5/9	9AM-12PM	SFA 125
59794	CDEVS	8910001	KC208	TuWF	5/6-5/9	6PM-9PM	SFA 125
60329	CDEVS	8910001	KC301	TuWF	6/10-6/13	9AM-12PM	SFA 125
60332	CDEVS	8910001	KC302	TuWF	6/10-6/13	6PM-10PM	SFA 125
60333	CDEVS	8910001	KC303	TuWF	7/15-7/18	9AM-12PM	SFA 125
60334	CDEVS	8910001	KC304	TuWF	7/15-7/18	6PM-10PM	SFA 125
60336	CDEVS	8910001	KC305	TuWF	8/12-8/15	9AM-12PM	SFA 125
60337	CDEVS	8910001	KC306	TuWF	8/12-8/15	6PM-10PM	SFA 125

GED Test

The General Education Development (GED) tests are an adult education service and cannot be used to complete high school before age 17. The passing of the GED test enables a person to earn a certificate issued by the Texas Education Agency. The fee includes the cost of the certificate. A photo ID card (a valid Texas Driver's License or Texas ID Card) is required for registration and test admission. A person must register for the test in person. A person must be at least 17 years old to take the test. One change of date is allowed at no charge if made before the original test date. No refund or rescheduling of dates is granted if not approved before the original test date. All 17 year olds must have a completed parental permission form and be officially withdrawn from school. 1.3 CEUs $80

LSC-Kingwood

60068	CTEST	8900012	KC224	F	5/2-5/3	5PM-10PM	CLA 114
				and	Sa	8AM-3PM	
60347	CTEST	8900012	KC301	F	6/6-6/7	5PM-10PM	CLA 114
				and	Sa	8AM-3PM	
60348	CTEST	8900012	KC302	F	7/11-7/12	5PM-10PM	CLA 114
				and	Sa	8AM-3PM	
60350	CTEST	8900012	KC303	F	8/8-8/9	5PM-10PM	CLA 114
				and	Sa	8AM-3PM	
67809	CTEST	8900012	KC101	F	9/12-9/13	5PM-10PM	CLA 114
				and	Sa	8AM-3PM	
67811	CTEST	8900012	KC102	F	10/10-10/11	5PM-10PM	CLA 114
				and	Sa	8AM-3PM	
67812	CTEST	8900012	KC103	F	11/21-11/22	5PM-10PM	HSB 214
				and	Sa	8AM-3PM	

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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GED Partial Test

This partial General Education Development (GED) test is limited to persons who have successfully completed and passed all but one or two of the 5-part GED series. To register, a person must provide proof of having passed at least 3 parts of the GED Test. These test results must be sent from the previous testing center to the site where the partial test will be given. The GED Tests are an adult education service and cannot be used to complete high school before age 17. The passing of the GED Test series enables a person to earn a certificate issued by the Texas Education Agency. The fee includes the cost of the certificate. A photo ID card (a valid Texas Driver's License or Texas ID Card) is required for test registration and admission. A student must register for the test in person. One change of date is allowed at no charge when made before the original test date. No refund or rescheduling of dates is granted if not approved before the original test date. All 17 year olds must have a completed parental permission form and be officially withdrawn from school. 0.4 CEUs $30

LSC-Kingwood

60066	CTEST	8900011	KCL24	F	5/2-5/3	5PM-10PM	CLA 114
			and	Sa		8AM-3PM	
60352	CTEST	8900011	KCL31	F	6/6-6/7	5PM-10PM	CLA 114
			and	Sa		8AM-3PM	
60355	CTEST	8900011	KCL32	F	7/11-7/12	5PM-10PM	CLA 114
			and	Sa		8AM-3PM	
60356	CTEST	8900011	KCL33	F	8/8-8/9	5PM-10PM	CLA 114
			and	Sa		8AM-3PM	
67810	CTEST	8900011	KC111	F	9/12-9/13	5PM-10PM	CLA 114
			and	Sa		8AM-3PM	
67813	CTEST	8900011	KC112	F	10/10-10/11	5PM-10PM	CLA 114
			and	Sa		8AM-3PM	
67814	CTEST	8900011	KC113	F	11/21-11/22	5PM-10PM	HSB 214
			and	Sa		8AM-3PM	

It's never too late...to Open Doors!

"I am so excited. I am ready to take on the world! Getting my GED is like winning the lotto to me. I am so ready to attend regular classes and further myself in this world. I have many goals and the GED is the first step. Look out world, here I come!"
—Joann Goss

Whether you are enhancing your workplace skills, training for a new career, or taking leisure learning classes, we have a course for you!!

¿Habla Español?

Does your company or agency need work specific Spanish language training? We can help!

Lone Star College-Kingwood can provide results-driven corporate and government training in occupational Spanish and cross-cultural issues, using its inventory of training programs. We combine the expertise of language and work specific curriculum design specialists with the knowledge and experience of real world practitioners (police officers, physicians, paramedics, probation and correctional officers, counselors, social workers, nurses, teachers, dentists, business persons, supervisors, etc.)

For more information call 281.312.1562

Business Training Institute

The Business Training Institute is now offering a flexible schedule of affordable, open-enrollment training courses to meet your needs:

- Ethics & Compliance
- Personal Performance
- Leadership Development Training

Aim higher

Work smarter

Stand out

Your trusted contract training team has listened to local business needs. We've responded with a series of courses to help small businesses work cheaper, faster, and better. For more info,

Dr. Isaac "Ike" Williams   281.312.1562
    ike.williams@LoneStar.edu

Frances Andrews   281.312.1463
    frances.andrews@LoneStar.edu

How will YOU stand out?

The complete schedule and registration forms are available online at **Kingwood.LoneStar.edu/ce**

ATTENTION HEALTH OCCUPATIONS STUDENTS!

Texas Law (25 Texas Administrative Code (TAC) ß 97.63 and 97.64) requires that all students enrolled in health-related courses which will involve direct patient contact in medical or dental care facilities be immunized against measles, rubella, mumps and diphtheria, tetanus and Hepatitis B. Students must submit a statement indicating the month and year of each immunization when registrating for classes. All immunization requirements must be met to proceed in a clinical course. Students who are not in compliance with the above policy will not be permitted to participate in clinical activities.

For Dental Assistant Certifications—The Texas Board of Dental Examiners requires certification in Radiology, Jurisprudence & Infection Control for all registered dental assistants effective September 2006. For information, call 281.312.1585 or email tabitha.m.anderson@LoneStar.edu.

¿Habla usted español?
¿Por qué no ?

Spanish for Health Care Professionals

Learn practical Spanish to improve delivery of health care services.

See page 40
or call 281.312.1660 or 281.312.1661.

Dental Assistant

Dental Assisting - Lecture
This course incorporates comprehensive procedures and applications for the general and specialty areas in dentistry. This course prepares the student to function competently and safely as a chair -side dental assistant. This module focuses on office procedures, communication skills, basic dental anatomy and instrumentation, basic equipment operation and maintenance, preparation of examination and treatment areas, infection control, safety issues, and clinical dental radiology. Textbooks, supplies, and uniform are not included in tuition. A complete Hepatitis B immunization is required. CPR for Healthcare Provider is required prior to taking the Radiology, Jurisprudence & Infection Control Course. Co-requisite: Dental Assisting Clinical course, insurance liability. 12.8 CEUs $1030

LSC-Kingwood

60241	CDNTA	2105301	KC308	TWTh	6/3-8/13	9AM-1PM	CLA 101
75847	CDNTA	2105301	KC333	TWTh	6/10-8/20	6PM-10PM	CLA 101

Dental Assisting - Clinical
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by clinical professional. A complete Hepatitis B immunization and completion of the dental assistant lecture course are required. Co-requisite: Insurance liability. 4.8 CEUs $390

Offsite for Kingwood

60269	CDNTA	2106001	KC304	MTWTFSa	8/18-8/23	8AM-5PM
60286	CDNTA	2106001	KC305	MTWTFSa	8/25-8/30	8AM-5PM

Insurance Fee Summer
Summer insurance coverage for students enrolled in low risk health specialties. 0.0 CEUs $5

LSC-Kingwood

60311	CINSL	8100005	KC308	6/3-8/13
75868	CINSL	8100005	KC333	6/10-8/20

Certified Nurse Aides are needed now more than ever!

If you are interested in a career in nursing, the Certified Nurse Aide course is an excellent place to start.

Call 281.312.1660 or 281.312.1661 for more information.

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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General Health Professionals

CPR for the Health Care Provider

Instruction in lifesaving skills of respiratory (choking and near-drowning) and cardiac emergencies involving adults, children, and infants. Meets requirements of certifying agency, American Heart Association. Instructor is certified by American Heart Association. Please bring $16 cash or money order for card and supplies.
0.8 CEUs $42

LSC-Kingwood

60361	CEMSP	2101904	KC215	Sa	4/26-4/26	8AM-5PM	FTC 102
60291	CEMSP	2101904	KC306	Sa	5/31-5/31	8AM-5PM	FTC 102
60294	CEMSP	2101904	KC307	Sa	6/28-6/28	8AM-5PM	FTC 102
75848	CEMSP	2101904	KC321	Sa	7/26-7/26	8AM-5PM	FTC 102
75859	CEMSP	2101904	KC111	Sa	8/30-8/30	8AM-5PM	FTC 102

Team Building for Health Professionals

Basic principles of building and sustaining teams in organizations, includes team dynamics, process improvement, trust and collaboration, and the role of the individual. This course was designed to for healthcare services supervisors and managers who wish to gain a better understanding of team dynamics and the skills needed to be an effective team member. 3.2 CEUs $164

LSC-Kingwood

60056	CBMGT	2101901	KC301	TW	5/20-6/24	6PM-10PM

Health Refresher

Medication Aide Refresher

Fulfillment of the annual education renewal requirements for the Certified Medication Aide. Topics include review and update of medication aide training rules, medication administration and related responsibilities. 0.7 CEUs $86

LSC-Kingwood

75860	CNURA	2104102	KC321	Sa	5/24-5/24	8AM-5PM	CLA 108
75861	CNURA	2104102	KC322	Sa	6/21-6/21	8AM-5PM	CLA 108
75862	CNURA	2104102	KC323	Sa	7/19-7/19	8AM-5PM	CLA 108
75864	CNURA	2104102	KC111	Sa	8/23-8/23	8AM-5PM	CLA 108

Nurse Aide Refresher

Upgrading current skills and instruction in recently developed techniques needed for effective patient care. This is an update of the information learned through the Nurse Aide Certification course and/or other specific patient care techniques. A copy of each student's ID and Social Security card along with a signed money order made out to NACES for $83 to be collected from each student on the day of class. 0.8 CEUs $99

LSC-Kingwood

69256	CNURA	2200501	KC222	Sa	4/26-4/26	8AM-5PM	CLA 108
69258	CNURA	2200501	KC309	Sa	5/31-5/31	8AM-5PM	CLA 108
69259	CNURA	2200501	KC310	Sa	6/28-6/28	8AM-5PM	CLA 108
69262	CNURA	2200501	KC312	Sa	7/26-7/26	8AM-5PM	CLA 108

Nurse Aide

Nurse Aide - Health Care Organizations I

Preparation for entry level nursing assistants to achieve a level of knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities. Topics include resident's rights, communication, safety, observation, reporting and assisting residents in maintaining basic comfort and safety. Emphasis on effective interaction with members of the health care team. Some clinical time arranged outside of classroom hours. Student must also register for CINSL 81000xx, Insurance Fee course. GED or high school diploma recommended. Students wishing to enroll MUST have a current, valid photo identification (as defined by NACES) and Social Security card. Students are required to have completed their Hepatitis B immunization series before attending clinical. Clinical facility may require proof of TB test. Fees for State C.N.A. test, textbooks, supplies and uniform are not included in tuition. A copy of each student's identification and Social Security cards along with a signed money order made out to NACES for $83 (for certification test) will be collected from each student the first week of class. 8.8 CEUs $294

LSC-Kingwood

60022	CNURA	2100104	KC301	MTWTh	6/2-6/19	9AM-2PM	CLA 108
		and		MTW	6/23-6/25	9AM-5PM	clinical
60023	CNURA	2100104	KC302	MTW	7/7-7/30	5PM-10PM	CLA 108
		and		MTW	8/4-8/6	9AM-5PM	clinical

CNA State Exam Proctor

State exam for certified nurse aide including written exam and skills test. Student must have successfully completed the college's Certified Nurse Aid course, a state approved program or have a letter of authorization from the State to take the exam. The student is responsible for state exam fee. $12

LSC-Kingwood

64328	CTEST	8900400	KC301	6/2-6/25
76150	CTEST	8900400	KC302	7/7-8/6

Insurance Fee Summer

Summer insurance coverage for students enrolled in low risk health specialties. $5

LSC-Kingwood

75869	CINSL	8100005	KC301	6/2-6/25
75867	CINSL	8100005	KC302	7/7-8/6

Occupational Specific English

English for Health Care Professionals

Mastery of a selected vocabulary of technical/occupational terms, including appropriate pronunciation of terms and use of English language structures required by industry for successful on-the-job performance. The aim of this course is to improve communication, writing, reading, and listening skills and to build cultural and social awareness necessary for successful careers in Healthcare industry.
4.8 CEUs $102

LSC-Kingwood

75949	CCOMG	2100674	KC309	MTWTh	6/2-7/8	6PM-7:50PM

Languages

Occupational Specific English

English for Health Care Professionals
Mastery of a selected vocabulary of technical/occupational terms, including appropriate pronunciation of terms and use of English language structures required by industry for successful on-the-job performance. The aim of this course is to improve communication, writing, reading, and listening skills and to build cultural and social awareness necessary for successful careers in Healthcare industry. 4.8 CEUs $102
LSC-Kingwood
75949 CCOMG 2100674 KC309   MTWTh   6/2-7/8   6PM-7:50PM

Sign Language Basics

Sign I, Conversational
An introduction to basic signs, short sentences, and fingerspelling as used by Deaf and Hard of Hearing people in the United States. No prior knowledge is necessary. 2.4 CEUs $124
LSC-Kingwood
74865 CSLNG 3200100 KC309   TTh   5/27-6/19   5:30PM-8:30PM

Sign II, Conversational
Participants will be expected to work on their expressive and receptive skills. These will improve as participantís progress through the class. Some sign communication knowledge is needed prior to taking this class. A continuation course of Sign I, Conversational. 2.4 CEUs $124
LSC-Kingwood
74873 CSLNG 3200200 KC310   TTh   6/24-7/17   5:30PM-8:30PM

Sign III, Conversational
Knowledge of sign communication is required; this is not a basic course. Participants will learn how to respond to questions and be able to converse with Deaf people expressively and respectively at a higher level. Information concerning Deaf culture will be discussed. 2.4 CEUs $124
LSC-Kingwood
61280 CSLNG 3200300 KC224   TTh   4/22-5/15   5:30PM-8:30PM
74874 CSLNG 3200300 KC311   TTh   7/22-8/14   5:30PM-8:30PM

Spanish

Spanish I, Conversational
Emphasis is on conversation while developing Spanish vocabulary and phraseology used for business, travel and other communication needs. Instruction in selected vocabulary, pronunciation and basic structures used by those employed. 2.4 CEUs $124
LSC-Kingwood
74875 CSPAN 3100134 KC312   TTh   6/3-7/10   10AM-12PM

Spanish II, Conversational
This class provides a continuation of Spanish conversational skills focusing on idiomatic expressions and sentence structure. Instruction in selected vocabulary, pronunciation, and basic structures used by those employed. Prerequisite: Spanish I or its equivalent. 2.4 CEUs $124
LSC-Kingwood
74876 CSPAN 3100135 KC313   TTh   7/15-8/21   10AM-12PM

Spanish III, Conversational
This course is designed to amplify the basic concepts learned in Spanish II with drills for mastery in basic structural patterns and functional vocabulary, pronunciation, and basic structures used by those employed. Prerequisite: Spanish II, Conversational or its equivalent. 2.4 CEUs $124
LSC-Kingwood
61286 CSPAN 3100136 KC230   TTh   4/22-5/29   10AM-12PM
61285 CSPAN 3100136 KC301   TTh   5/6-6/12   6PM-10PM

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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Infant Massage

Focus of this course is full body infant massage including reflexology points. Specific strokes will be taught to help with colic/ gas, and teething. Also included are developmental exercises to help with rolling over, sitting up, crawling, and walking. The class benefits all infants, full term, pre term, and developmental disorders. Infant Massage improves relaxation, reduces stress, promotes parenting skills, provides quality bonding time, increases communication between baby and parent, allows parent to better read babiesí cries, makes for a calmer, happier baby, increases the babies sense of being loved and accepted, stimulates circulation, strengthens digestive, circulatory, and intestinal systems, reduces intestinal discomfort, improves muscle tone, improves sleeping patterns, and stimulates right/left brain development and coordination. Tuition is for one adult and one child, only the adult needs to register. 0.2 CEUs $26

LSC-Kingwood

61308	CHEAL	3900018	KC244	Sa	5/10-5/10	9AM-11AM
75172	CHEAL	3900018	KC316	Sa	6/7-6/7	9AM-11AM
75173	CHEAL	3900018	KC317	Sa	6/21-6/21	9AM-11AM
75174	CHEAL	3900018	KC318	Sa	7/12-7/12	9AM-11AM
75175	CHEAL	3900018	KC319	Sa	7/26-7/26	9AM-11AM
75176	CHEAL	3900018	KC320	Sa	8/9-8/9	9AM-11AM

Driver Education Program

This class is designed for students who wish to get a Texas Driver's Permit. This class will prepare students to sit for the Texas driver permit examination administered through the Texas Department of Public Safety (DPS). A DE-964E form, required by DPS, will be issued to students who successfully complete this course. This course satisfies the 32 hours in-classroom instruction required by the state of Texas for a student to apply for a Texas Driver's Permit. Student's will only be allowed to make-up to a total of 3 missed class sessions. LSC-Kingwood does not administer the 14 hours of behind the wheel driving which is required for licensure through the TX DPS. 3.2 CEUs $110

LSC-Kingwood

61297	CSFTY	3980002	KC235	MTWTh	5/5-5/30	6PM-8PM
74877	CSFTY	3980002	KC314	MTWTh	6/2-6/26	5PM-7PM
74879	CSFTY	3980002	KC315	MTWTh	7/7-7/31	5PM-7PM

SAT Preparation

This course prepares high school students to take the SAT test. Students will learn test strategies and clues to answering questions from both the verbal and math portions of the SAT test. Verbal instruction will include methods to increase comprehension, understand the author's point of view, sentence completion and analogy questions. Vocabulary will also be emphasized during the class. Math emphasis is on analyzing the test and utilizing logic and reasoning. Textbook required. Tuition does not include textbook. 0.8 CEUs $41

LSC-Kingwood

61269	CDEVS	3900013	KC217	Sa	4/26-4/26	8AM-5PM	ADM 107
61271	CDEVS	3900013	KC301	Sa	5/24-5/24	8AM-5PM	ADM 107

SAT Preparation

This course prepares high school students to take the new 2005 SAT Test. Students will learn critical thinking, and test strategies for both the verbal and math portions of the SAT test. Verbal instruction will include methods to increase reading comprehension, understanding author's point of view, sentence completion, vocabulary emphasis, and student-written essay. Math instruction will include methods to increase problem recognition, analysis, logic utilization and deductive reasoning with an increased emphasis on topics such as linear functions, manipulations, and geometric properties. 3.2 CEUs $164

LSC-Kingwood

61274	CDEVS	3900402	KC220	TWTh	4/15-4/30	5:30PM-9:30PM
61275	CDEVS	3900402	KC301	TWTh	5/13-5/28	5:30PM-9:30PM

Are you ready for the SAT??

Become a Childcare Director and touch the lives of children from the start. See page 15 for information.

Real Estate Law of Agency

A study of law of agency including principle-agent and master-servant relationships, the authority of an agent, the termination of an agent's authority, the fiduciary and other duties of an agent, employment law, deceptive trade practices, listing or buying procedures, and the disclosure of an agency. A "core" real estate course. Textbook required. 3.2 CEUs $139

LSC-Kingwood

74846	CRELE	2101004	KC303	MTWTh	6/2-6/12	6PM-10PM

LSC-Kingwood eCollege

75259	CRELE	2101004	KD301	5/13-8/11
75262	CRELE	2101004	KD302	6/3-9/1
75263	CRELE	2101004	KD303	6/24-9/22
75264	CRELE	2101004	KD304	7/15-10/13
75265	CRELE	2101004	KD305	8/5-11/3

Real Estate Law of Contracts

A review of real estate contracts required by section 6A (3) of the Real Estate License Act with emphasis on general contract law requirements. Also covers the purpose, history, and working process of the Broker-Lawyer Committee. Includes preparation of real estate contract forms with emphasis on the most commonly used forms. A "core" real estate course. Textbook required. 3.2 CEUs $139

LSC-Kingwood

74849	CRELE	2101207	KC304	MTWTh	6/16-6/26	6PM-10PM

LSC-Kingwood eCollege

75266	CRELE	2101207	KD301	5/13-8/11
75269	CRELE	2101207	KD302	6/3-9/1
75270	CRELE	2101207	KD303	6/24-9/22
75271	CRELE	2101207	KD304	7/15-10/13
75272	CRELE	2101207	KD305	8/5-11/3

Real Estate Finance

This course covers monetary systems, primary and secondary money markets, sources of mortgage loans, federal government programs, loan applications, processes and procedures, closing costs, alternative financing instruments, equal credit opportunity acts, community reinvestment act, and state housing agency. A "core" real estate course. Textbook required. 3.2 CEUs $139

LSC-Kingwood

61264	CRELE	2102008	KC214	MTWTh	4/21-5/1	6PM-10PM	CLA 215
74857	CRELE	2102008	KC307	MTWTh	7/28-8/7	6PM-10PM	

Real Estate Marketing

A study of real estate professionalism and ethics; characteristics of successful salespersons; time management; psychology of marketing; listing procedures; advertising; negotiating and closing financing; and the Deceptive Trade Practices Act, Consumer Protection Act and commercial code. Textbook required. 3.2 CEUs $139

LSC-Kingwood

61265	CRELE	2102201	KC215	MTWTh	5/5-5/15	6PM-10PM	CLA 215
74860	CRELE	2102201	KC308	MTWTh	8/11-8/21	6PM-10PM	

LSC-Kingwood eCollege

75284	CRELE	2102201	KD301	5/13-8/11
75286	CRELE	2102201	KD302	6/3-9/1
75287	CRELE	2102201	KD303	6/24-9/22
75288	CRELE	2102201	KD304	7/15-10/13
75289	CRELE	2102201	KD305	8/5-11/3

Real Estate Principles I

An overview of licensing as a real estate broker and salesperson, ethics of practice, titles to and conveyance of real estate, legal descriptions, law of agency, deeds, encumbrances and liens, distinctions between personal and real property, contracts, appraisal, finance and regulations, closing procedures and real estate mathematics. Also including federal, state, and local laws relating to housing discrimination, housing credit discrimination, and community reinvestment. A "core" real estate course. Textbook required. 3.2 CEUs $139

LSC-Kingwood

74852	CRELE	2100206	KC305	MTWTh	6/30-7/10	6PM-10PM

LSC-Kingwood eCollege

75273	CRELE	2100206	KD301	5/13-8/11
75275	CRELE	2100206	KD302	6/3-9/1
75276	CRELE	2100206	KD303	6/24-9/22
75277	CRELE	2100206	KD304	7/15-10/13
75278	CRELE	2100206	KD305	8/5-11/3

Real Estate Principles II

Overview of licensing as a broker or salesperson. Includes ethics of practice as a license holder, titles to and conveyance of real estate, legal descriptions, deeds, encumbrances and liens, distinctions between personal and real property, appraisal, finance and regulations, closing procedures, and real estate mathematics. Covers at least three hours of classroom instruction on federal, state, and local laws relating to housing, discrimination, housing credit discrimination, and community reinvestment. Fulfills at least 30 of 60 hours of required instruction for salesperson license. A "core" real estate course. Textbook required. 3.2 CEUs $139

LSC-Kingwood

74855	CRELE	2103802	KC306	MTWTh	7/14-7/24	6PM-10PM

LSC-Kingwood eCollege

75279	CRELE	2103802	KD301	5/13-8/11
75280	CRELE	2103802	KD302	6/3-9/1
75281	CRELE	2103802	KD303	6/24-9/22
75282	CRELE	2103802	KD304	7/15-10/13
75283	CRELE	2103802	KD305	8/5-11/3

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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Aerobic Dance

Rules and fundamentals will be taught along with practice and individual participation. Must have high school diploma, successful completion of GED or be in the early admissions program. Linked to KINE 1114. 4.8 CEUs $58

LSC-Kingwood

75959 CKINE 3111401 21101   MTWTh   6/2-7/8   8AM-10AM   FTC 101

Aqua Aerobics

An introductory course designed to improve cardio respiratory endurance through a variety of exercises in a pool environment. Flexibility, body composition, basic nutrition and weight control concepts are addressed. 4.8 CEUs $56

Offsite for Kingwood

76280 CKINE 3111601 KO301   MW   6/2-8/13   7AM-8:30AM
                                    or   MW   6/2-8/13   4:30PM-6PM

Dance, Country/Western

Beginning movement sequence and rhythm for popular country western dances. Must have high school diploma, successful completion of GED, or be in the early admissions program. 4.8 CEUs $58

LSC-Kingwood

75961 CKINE 3114601 22001   MW   6/2-8/17   7:30PM-9:20PM

Golf I

Course emphasizes basic golf skills, rules, scoring, etiquette and terminology. Student must have high school diploma, successful completion of GED or be in the early admissions program. 4.8 CEUs $58

LSC-Kingwood

75960 CKINE 3112301 22001   W   6/4-8/17   6PM-10PM   FTC 110
First class meets Wednesday, 6/4, FTC 110 @ 6:00 p.m. Subsequent classes meet at the Oil Patch Golf Course. Additional fees apply. Email tom.moyers@LoneStar.edu for info.

Scuba: Basic Scuba Diving

Learn the basic skills for SSI certification as an open water diver. This course presents both classroom and pool training to complete an Open-Water Evaluation Dive. Students must provide SCUBA approved snorkeling gear (mask, snorkel, fins, weightbelt & weight). Proper equipment is discussed on the 1st day of class. Textbook required. Check-out dives will be taken at Blue Lagoon, Huntsville, Texas. Fees for Blue Lagoon and certification card are not included in the registration fee for this course. 4.0 CEUs $56

LSC-Kingwood

75962 CKINE 3105151 21101   TTh   6/2-7/8   1:30PM-4:30PM   FTC 102
Open Water Certification. First class meets Tue., 6/3 in FTC 102. Classes meet Tuesday and Thursday, 1:30 - 4:30 p.m. Pool sessions will be held at W.W. Diving Co. Addtional $120 lab fee paid to W.W. Diving Co. Email Rich.H.Almstedt@LoneStar.edu or call 281-312-1656 for info.

75964 CKINE 3105151 21102   TTh   6/2-7/8   6:30PM-9:30PM   FTC 102
Open Water Certification. First class meets Tue., 6/3 in FTC 102. Classes meet Tuesday and Thursday, 6:30 - 9:30 p.m. Pool sessions will be held at W.W. Diving Co. Addtional $120 lab fee paid to W.W. Diving Co. Email george.r.tamalis@LoneStar.edu or call 281-312-1656 for info.

Scuba: Advanced Diver

This course covers the advanced diver skills such as: natural navigation; compass navigation; night diving; search and light salvage; and computer diving. Successful completion leads to SSI Certification. Open water check out dives will be taken at the Blue Lagoon, Huntsville, Texas. Fees for the Blue Lagoon are not included in the registration for this course. Students provide snorkeling equipment including mask, snorkel, fins, weight belt, weights, underwater light, tank light and underwater slate. Proper equipment will be covered the 1st class. The SSI textbooks for Navigation, Night & Limited Visibility and Search & Recovery are required. 4.0 CEUs $56

LSC-Kingwood

75965 CKINE 3105252 26101   6/2-7/8   FTC 107B
Night/Limited Visibility, Navigation, Search & Recovery & Computer Specialty Certifications. Students with 24 or more logged dives receive Advanced Diver Certification. Students with 12-23 dives receive Specialty Diver Certification. First class meets Tue., 6/3 at 3:30 or 5:30 pm in FTC 107B. Subsequent meeting times/locations set at orientation. Additional $120 lab fee paid to W.W. Diving Co. Email ralmstedt@LoneStar.edu or call 281-312-1656 for info.

Scuba: Stress and Rescue Scuba Diving

This course leads to SSI certification as a Rescue Diver. Open-water evaluation dives covering swimming/nonswimming assists, missing-diver procedures, in-water artificial respiration and first aid procedures will be conducted at Blue Lagoon, Huntsville, Texas. Student provides snorkeling gear (mask, snorkel, fins, weightbelt, weight & compass). Proper equipment will be covered in 1st class. Textbook required. Previous CPR certification is required. Fees for certification card and Blue Lagoon are not included in the registration fee for this course. 4.0 CEUs $56

LSC-Kingwood

75966 CKINE 3105453 26102   6/2-7/8   FTC 107B
First Aid/CPR, Stress & Rescue Certifications & introduction to Dive Master Certification. First class meets Tue., 6/3 at 4:00 or 6:00 pm in FTC 107B. Subsequent meeting times/locations set at orientation. Additional $120 lab fee paid to W.W. Diving Co. Email ralmstedt@LoneStar.edu or call 281-312-1656 for info.

Let's SCUBA!

Get certified to dive through Lone Star College-Kingwood!

For more information call 281.312.1656 or email ralmstedt@LoneStar.edu

Teacher Certification Program

What is TCP?

Lone Star College–Kingwood's Continuing Education recognizes a need for increasing the number of certified teachers in an efficient and cost-effective way. To address this pressing need, three years ago the college developed the Teacher Certification Program (TCP). For the professional with an earned Bachelor's degree, TCP provides the opportunity to become a certified teacher in the State of Texas with a very reasonable investment of time and money.

How Do I Learn More About TCP?

- To download an application and find out more information about our program, visit our website at www.lonestar.kingwood.edu/tcp

- If you have questions, please feel free to contact us via email: kctcp@LoneStar.edu.

- Please attend one of the following information sessions:

  Monday, April 21 ....5 pm
  Monday, May 19 ....5 pm
  Wednesday, June 4 ....12 pm
  Monday, June 16..................................5 pm
  Monday, July 7.....................................5 pm
  Wednesday, July 23...........................12 pm
  Monday, August 4 ....5 pm
  Wednesday, August 20 ....5 pm

Late Summer Application Deadline . . . .**May 1, 2008**
Fall Application Deadline. . . . . **June 30, 2008**
Late Fall Application Deadline . . . .**August 15, 2008**

Kimberly Rutledge, Susan Bedwell and Twyla Coy

We want to help you become a successful teacher in Texas. We are outcome-driven and customer-focused. Our varied backgrounds compliment your success in our program. Please stop by or make an appointment to learn more about the exciting and rewarding profession of teaching!

APPLICATION AND ADMISSION INFORMATION

Information sessions will be held monthly to provide the information needed to apply to the Teacher Certification Program. You can also go to our website for more detailed information: kingwood.lonestar.edu/tcp

All applications submitted by the deadline are processed and reviewed by members of Teacher Certification Advisory Board. Candidates who are admitted into the program will receive an invitation to attend an orientation meeting to register for the program. Lone Star College Kingwood offers certifications in 55 different areas. To see a complete list of the certifications we offer, and to find out state requirements for becoming a teacher in Texas, please visit www.sbec.state.tx.us.

Admission Requirements

A complete application must be submitted to be considered for admission to the Teacher Certification Program. The following documents must be included in the application.

- A completed Teacher Certification Program Application

- Registration form and $40.00 application fee

- Official Transcripts from all colleges and universities ("Official" means in a sealed envelope)

  Note: International students must submit a detailed course by course transcript assessment with U.S. equivalency

- Qualifying test scores from the last five years (2003)

  Note: Scores can be from any of the following: THEA, TASP, SAT, GRE, ACT, COMPASS, or ASSET

- Résumé (list experience working with children)

- Three professional references

- An essay discussing "Why I Want to Be a Teacher"

- If you received your degree outside the United States, you may be asked to complete the COMPASS-ESL or submit documentation that you meet the requirements for ESL Level 4

- An explanation of any criminal history

Teacher Certification Program Requirements

- Successful completion of 30 hours of observations

- Successful completion of the Pedagogy Course ($756)

- Successful completion of Internship I and Internship II ($1850)
  or Successful completion of 12 week Student Teaching Experience ($895)

- Pass all required TExES tests (Content, PPR, and additional tests if applicable)

- Successful completion of the Tools for Teaching Module ($72) (Required for Student Teachers)

- Successfully complete the Special Education Comprehensive Course (if applicable)

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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Pedagogy and Professional Responsibilities (PPR) – Required

Students will learn to design developmentally appropriate classroom instruction and assessment. Create a positive, productive learning environment managed in a way that encourages cooperation and self-discipline. Instruction will also include ways to effectively communicate with students, co-workers, parents, or guardians to develop trusting relationships. The legal and ethical requirements for teaching in the state of Texas will also be included in the curriculum. Students will be expected to apply technology applications during this class as part of the instructional process. All students are required to pass the TExES exam for Educators in Texas to receive certification. This course is open to anyone interested in finding out more about the teaching field. Prerequisite: Bachelor's Degree. This course is a hybrid course. Classes meet face-to-face and additional coursework responsibility is completed through eCollege. This course is open to all educators in the community. 10.8 CEUs $756

LSC-Kingwood

75196	CATCP	7000062	KC304	Sa	5/31-8/23	8AM-2PM
Hybrid					
75187	CATCP	7000062	KC301	MW	6/2-8/6	6PM-9:30PM
Hybrid					
75191	CATCP	7000062	KC302	TTh	6/3-8/7	6PM-9:30PM
Hybrid					
75194	CATCP	7000062	KC303	MW	7/7-8/20	6PM-9:30PM
Hybrid					
75198	CATCP	7000062	KC305	MTWTh	7/21-8/14	8AM-2PM
Hybrid					

Considering a career in teaching?

LSC-Kingwood offers a post baccalaureate program for individuals seeking certification. LSC-Kingwood is the largest community college teacher certification program in the state of Texas. For the individual with an earned Bachelor's Degree, TCP provides the opportunity to become a certified teacher, with a reasonable investment of time and money.

Christina Halvatzis of Kingwood stated "I almost completed the entire teaching certification program at UT, while I was an undergrad there, but was going to have to stay longer to do my student teaching so I just graduated with a BA in History and no certification. I went through several programs trying to see if anyone would accept my credits from UT and not make me take PPR over again, but I had no luck. LSC-Kingwood Teacher Certification Program was cheaper and close to home so I decided to go with them. Kingwood was much cheaper than the others based on tuition and time. I have been happy with my Internship experience, supervisor, and mentor."

LSC-Kingwood's continuing education provides affordable, quality education opportunities for the life-long learner. For more information call 281.312.1716 or online at Kingwood.LoneStar.edu/ce.

Tools for Teaching – Required

The design and strategies in this 14 hour module were developed by Dr. Fred Jones. The tools presented prepare all teachers for designing their classroom to minimize discipline problems and maximize instruction. The Tools for Teaching Module will also address specific strategies on how to deal with disruptive behavior. With these tools, any teacher can become more confident and effective as an educator.

This module will be open to everyone in the community.
- Courses will be offered monthly throughout the semester.
- Courses will meet for 3 hours once a week, for 4 consecutive weeks.
- Courses will be open to all educators in the community.

Tools for Teaching Module

The Tools for Teaching module will address specific strategies on how to deal with disruptive classroom behavior. The design and strategies in the module were developed by Dr. Fred Jones. The tools presented prepare teachers for designing their classroom to minimize discipline problems and maximize instruction. These tools will help promote confidence and effective teaching. 1.4 CEUs $72

LSC-Kingwood

75205	CATCP	7200009	KC291	Sa	4/26-5/17	9AM-12:30PM
75207	CATCP	7200009	KC292	Su	4/27-5/18	1PM-4:30PM
75486	CATCP	7200009	KC293	M	4/28-5/19	6PM-9:30PM
75328	CATCP	7200009	KC306	Sa	6/7-6/28	9AM-12:30PM
75332	CATCP	7200009	KC307	Su	6/8-6/29	1PM-4:30PM
75390	CATCP	7200009	KC308	T	6/10-7/1	6PM-9:30PM
75391	CATCP	7200009	KC309	Sa	7/12-8/2	9AM-12:30PM
75392	CATCP	7200009	KC310	Su	7/13-8/3	1PM-4:30PM
75393	CATCP	7200009	KC311	W	7/16-8/6	6PM-9:30PM
75396	CATCP	7200009	KC313	M	8/4-8/25	6PM-9:30PM
75394	CATCP	7200009	KC312	Sa	8/9-8/30	9AM-12:30PM

Did you know?

Research says...
Great student teachers get hired by their schools!

Special Education Comprehensive

This is a requirement for all candidates seeking a Special Education certification.

Special Education Comprehensive prepares the teacher for certification by teaching the knowledge, roles, and responsibilities needed to perform the skills outlined by the State Board of Educator Standards for Special Education teachers EC-12. This comprehensive course will include knowledge of the characteristics and behaviors related to diagnosed disabilities. Teachers will learn to develop Individualized Education plans, lesson plans, formal and informal assessments, and other job functions related to the administration of the Special Education Department in public schools. Students will understand co-teaching, peer to peer relationships and socialization, behavioral interventions and best practices for self-contained or full-inclusion classroom settings.

This course is a hybrid course. Classes meet face-to-face once weekly. Additional coursework responsibility is completed through eCollege. This course is open to all educators in the community. 9.6 CEUs $486
LSC-Kingwood

75397 CATCP 7000025 KC314   TTh   6/3-8/7   6PM-9:30PM

Student Teaching

The Student Teaching course is designed to emphasize the achievement of state specific standards leading to a Texas Standard certification. The course provides students with an exciting preparation training and field-based experience at the appropriate grade and content level. Student teachers work with a mentor teacher at a K-12 school and with a Lone Star College Kingwood or participating college supervisor. Prerequisites: Students will satisfactorily complete the Pedagogy and Professional Responsibilities and Tools for Teaching courses, pass the TExES content exam, complete a Department interview and obtain Department approval. 13.6 CEUs $895

TxBESS Mentoring

TxBESS is designed to provide systematic support for beginning teachers in their first and second years on the job. This mentoring program is recommended for all first year teachers; TxBESS is a requirement for all student teachers. TxBESS mentoring program is research based and developed by the State Board of Educator Certification. Contact TCP about offerings and to register. 0.7 CEUs $86

WHAT SHOULD I DO WHEN I FIND A TEACHING POSITION?

- You must register and pay the *first* semester of the Internship.
- The Internship is paid in two installments of $925 each.
- You will be required to attend a mandatory New Teacher Orientation Sessions. (You must be registered for the Internship before attending the New Teacher Orientation Sessions.)

Internship

The Internship is designed to provide interns with hands-on experience related to every aspect of the teaching profession. The Internship will consist of observations in individual, small group, and whole-class instruction, as well as receiving support through an internet-based course-management system called eCollege. Throughout the Internship experience, the candidate will become a self-confident and effective practitioner. Interns serve their internship for one school year.

Internship I (Required)

Payment for Internship I is due at time of hire by a school district as the Teacher of Record. Internship I consists of a mandatory New Teacher Orientation, on-site supervision, ECollege assignments and discussions, and a minimum of 2 special topic seminars per semester. At the conclusion of Internship I, Interns will be given a Mid-Year Progress Report. 9.6 CEUs $925

Internship II (Required)

Payment for Internship II is due at beginning of the second semester of teaching. Internship II consists of on-site supervision, ECollege assignments and discussions, a minimum of 2 special topic seminars per semester and a mandatory Saturday completer's meeting. At the conclusion of Internship II, a Standard Recommendation Form is completed by the Principal, Mentor, and Lone Star College Kingwood Supervisor. 9.6 CEUs $925

Internship Extension Fee (if applicable)

Beginning August 1, 2008, an internship extension fee of $300 per semester will be charged to all students who have completed Internship I and Internship II and not successfully met all the requirements for the Texas Standard Teaching Certificate. These interns will be supervised by the Lone Star College- Kingwood Intern Supervisor for each semester that an extension is required. NOTE: According to SBEC guidelines, a person may only teach under a Probationary Certificate for a maximum of three years. $300

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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TExES Reviews

TExES Review: Generalist EC-4
The TExES review course is an overview of the standards and competencies needed to pass the TExES examination. The course provides students with preparation training at the appropriate grade and content levels. 0.7 CEUs $86

75458	CATCP	7200012	KC323	Sa	6/7-6/7	9AM-4PM
75459	CATCP	7200012	KC324	Sa	7/19-7/19	9AM-4PM

TExES Review: Generalist 4-8
The TExES review course is an overview of the standards and competencies needed to pass the TExES examination. The course provides students with preparation training at the appropriate grade and content levels. 0.7 CEUs $86

75469	CATCP	7200012	KC325	Sa	6/7-6/7	9AM-4PM
75470	CATCP	7200012	KC326	Sa	7/19-7/19	9AM-4PM

TExES Review: Math 4-12
The TExES review course is an overview of the standards and competencies needed to pass the TExES examination. The course provides students with preparation training at the appropriate grade and content levels. 0.7 CEUs $86

75454	CATCP	7200012	KC321	Sa	6/7-6/7	9AM-4PM
75457	CATCP	7200012	KC322	Sa	7/19-7/19	9AM-4PM

TExES Review: PPR EC-12
The TExES review course is an overview of the standards and competencies needed to pass the TExES examination. The course provides students with preparation training at the appropriate grade and content levels. 0.7 CEUs $86

75405	CATCP	7200012	KC317	Sa	6/14-6/14	9AM-4PM
75444	CATCP	7200012	KC318	Sa	7/26-7/26	9AM-4PM

TExES Review: PPR EC-4
The TExES review course is an overview of the standards and competencies needed to pass the TExES examination. The course provides students with preparation training at the appropriate grade and content levels. 0.7 CEUs $86

75400	CATCP	7200012	KC315	Sa	6/14-6/14	9AM-4PM
75403	CATCP	7200012	KC316	Sa	7/26-7/26	9AM-4PM

TExES Review: Science 4-12
The TExES review course is an overview of the standards and competencies needed to pass the TExES examination. The course provides students with preparation training at the appropriate grade and content levels. 0.7 CEUs $86

75449	CATCP	7200012	KC319	Sa	6/7-6/7	9AM-4PM
75452	CATCP	7200012	KC320	Sa	7/19-7/19	9AM-4PM

TExES Review: Social Studies 4-12
The TExES review course is an overview of the standards and competencies needed to pass the TExES examination. The course provides students with preparation training at the appropriate grade and content levels. 0.7 CEUs $86

75474	CATCP	7200012	KC327	Sa	6/7-6/7	9AM-4PM
75476	CATCP	7200012	KC328	Sa	7/19-7/19	9AM-4PM

TExES Review: Special Education
Review and preparation for the TExES Special Education Content Test for any district student enrolled and accepted into the Teacher Certification Program. The student will be able to discuss and identify the rights of a parent with a child who has a disability, plan and implement an inclusion model for special populations, develop an IEP plan and implement effective behavior management plans, plan and discuss effective remedial activities in math and reading, and identify and discuss the parts of an A.R.D. 0.7 CEUs $86

75477	CATCP	7200012	KC329	Sa	6/7-6/7	9AM-4PM
75478	CATCP	7200012	KC330	Sa	7/19-7/19	9AM-4PM

LSC-Kingwood

Our Teacher Certification Supervisors have more than 300 years combined experience with local school districts. Learn from the best!

Discovery College

How do I choose the classes?
- Select the courses and times from the Discovery College (DC) schedule.
- Select courses according to age.
  * **All students must have completed kindergarten.**
- The Continuing Education (CE) staff can assist you in placing your child in the appropriate class.

What is the cost?
- Prices range from $45 to $85 per class. Supplies may be extra.
  ＊ Fees are paid on the first day of class.
- Payment is due at the time of registration. Cash (exact amount), check, money order, VISA, MasterCard, American Express or Discover cards are accepted. Fees are subject to change.

How do we register?
- You many register in person, by mail or by fax for the first enrollment of the summer. The emergency form must accompany the registration form and payment. Once the completed emergency form is on file, you may phone in subsequent enrollments (with a credit card payment).
- Additional registration forms can be found online at LoneStar.edu/DiscoveryCollege.

Where will classes be held?
- Classes will be held at the main campus of Lone Star College-Kingwood.

Do classes ever get cancelled?
- Unfortunately, due to unforeseen circumstances, such as low enrollment or an unexpected occurrence, a class may be cancelled or postponed.
- If a class is cancelled, the college will refund your registration fee in full. However, we will not be responsible for any other related costs you may incur.
- Every effort will be made to notify you by phone when a class is cancelled. Please make sure that the emergency contact form has been completed legibly and that the CE office has all your current contact information. Our staff will assist students in enrolling in another class if they wish.

Can I get a refund?
- A 100% refund is provided if a "drop/add" form is completed and submitted to the CE office before the class starts. Decisions are made regarding class status (go or no go) the week before the class starts and the CE office would appreciate as much notice as possible.

Where do I drop off and pick up my child?
- Please drop off and pick up in front of parking lot B (west on Kingwood drive right on Woodpoint drive, left in front of the college). Students will be escorted and supervised from the above locations by DC staff.
- Please display the placard (student's name) in the front right windshield. Carpoolers should include additional names.
- Caregivers do not need to get out of their vehicle unless they are running late.
- Please use extreme caution and drive slowly.
- Do not drop off students on the Sorters Road side (except for Tennis)

Note: If you are running late and there is not a DC staff member outside, you must park, get out of your vehicle with your student and take him/her to the Discovery College Office. Students are not allowed on campus without an adult.

For classes starting at 8:30 am:
- Drop off is anywhere between 8:10 am and 8:20 am for classes starting at 8:30 am.
- Any student arriving after 8:20 am MUST be escorted by their guardian to the Discovery College Office.

For classes ending at 12:30 pm:
- DC staff will take students to the designated drop off/pickup location.

For classes starting at 1:00 pm
- Drop off is anywhere between12:40 pm and 12:50 pm for classes starting at 1:00 pm.
- Any student arriving after 12:50 pm MUST be escorted by their guardian to the Discovery College Office.
- Students that attend Discovery College all day will be escorted to an assigned lunch room and should bring a lunch.

For classes ending at 5:00 pm:
- All students will be escorted to the designated drop-off/ pick up location by DC staff.
- Students who are not picked up by 5:15 pm will be returned to the building and escorted to the Discovery College Office (CLA) where the guardian must come in to sign the student out. Student will only be allowed to leave with individual(s) providing identification.

Who works at Discovery College?
- Most instructors are certified teachers from surrounding elementary, junior high and high schools.
- Most assistants are high school and college students.
- All personnel have undergone a thorough background check.

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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How are conduct problems handled?
- The purpose of Discovery College is to provide a fun week of enrichment opportunities. Basic standards of good behavior are required.
- The use of cell phones in the classroom is forbidden, unless approved by the teacher.
- While attending Discovery College, adherence to the teaching and learning environment set by the teacher and aides is expected.
- Students may be removed from class for disruptive behavior.
- Guardians will be notified if such action is taken.
- Two warnings will be issued.
- If a third disruptive behavior occurs, the guardian will be called immediately to pick up the student, and the student will be removed from the program for the rest of the session.
- ***Please note:*** We have a zero tolerance for threats of physical violence, harassment, or abuse of any kind. NO REFUNDS WILL BE GIVEN.

What should my child wear or bring?
- Bring a water bottle!
- Bring any supplies listed in the course description.
- Students should dress in casual play clothes with care given to appropriate clothing for special classes (i.e. tennis shoes for sports, washable for art etc.)
- The college is not responsible for any damage to clothing or personal property.
- Wheelie shoes are not permitted.

Can my child bring personal items?
- Students are discouraged from bringing personal items.
- The college is not responsible for any lost, damaged or stolen items.
- The use of cell phones is forbidden, unless approved by the teacher.

Are name tags provided?
- Each student will receive a name tag at the beginning of each session.
- All teachers, aides and Lone Star College-Kingwood Continuing Education personnel will also wear name tags.

Discovery College T-Shirts
- T-shirts are given to each student attending Discovery College (one per summer), we will do our best to give them the appropriate size, but we can not guarantee sizes.
- T-shirts may be purchased at the Lone Star College-Kingwood Continuing Education Department. (Supply is limited)
- Cost is $12.00 per shirt (cash or check only).

How are lunches and snacks handled?
- Students should bring a lunch, snacks and drinks.

Do you administer medications?
- Discovery College personnel are ***not permitted*** to handle or dispense medications. However if your student is taking medication the please inform the administrator so that staff is aware.

What are Lone Star College–Kingwood emergency procedures?
- Emergency evacuation plans are provided to all Discovery College teachers and aides.
- In case of fire, the building is equipped with fire alarms and sprinkler systems.
- In case of tornado or hurricane warning, teachers will move students to the designated safety locations in Lone Star College-Kingwood. Discovery College personnel will stay with your students at all times.
- In case of power and or communication outage, students will be moved to the open common areas at each campus, and campus police will assist in contacting each guardian. If no one can be contacted, staff will stay with the students until the scheduled pick up time.

What happens if my child gets injured?
- First aid kits are located in all classrooms.
- In case of a minor injury or illness, the teacher/aide will notify the administrator who will contact the guardian.

Are college students allowed around the Discovery College students?
- Discovery College and our regular summer college semester coincide however, our goal is to provide a safe atmosphere.
- Discovery College students are never unsupervised.

Your suggestions are welcomed!
If you have any questions or comments on how we can make this a better experience for your student, please do not hesitate to contact us. It is our sincere wish that your student has a wonderful experience at Lone Star College-Kingwood.

Thank you for your assistance and cooperation in making this a safe a fun Discovery College! Registration is ongoing throughout the summer; enroll early for the widest selection of classes.

DISCOVERY COLLEGE REGISTRATION FORM—SUMMER 2008

All information must be legibly provided with required signatures in order to process these forms.

Legal name of child _____   Nickname _____   ❑ Male ❑ Female

Home Address_____

City _____   State _____   Zip _____

Day Phone _____   Contact name _____

Home phone _____   Contact name _____

Emergency phone _____   Contact name _____

Email_____   Child's date of birth _____   Age (6/1/08): _____

How did you hear about
Discovery College?   ❑ Web   ❑ TV   ❑ Observer
                       ❑ Tribune ❑ Friend ❑ Other

Print Registration #, class name, start date, AM or PM session, and cost for each class selected.

Reg #	Class name	Start date (m/dd)	AM/PM	Cost
Example: 12345	Computer Creations	June 6	AM	$85

Refund Policy: A 100% refund is provided if a "drop/add" form is completed and submitted to the registration office before the start date. No refund is provided after the course begins.

Total amount enclosed _____

Method of payment _____

Entered by _____

Date_____   Code_____

Make your check payable to Lone Star College–Kingwood or charge total amount to your credit card.
Put each child's name on your check.
Mail your payment and this registration form and permission forms to:
Discovery College, LSC–Kingwood Continuing Education, 20000 Kingwood Drive, Kingwood, TX 77339

❑ Charge: ❑ MC   ❑ Visa   ❑ Discover   ❑ American Express

Name on credit card _____

Card No. _____   V Code:_____   Expiration date (mm/yy): _____

Billing address:_____

❑ Check   Check # _____

I choose to deny public access to information in custody of LSC–Kingwood that relates to my

❑ Address   ❑ Telephone number   ❑ Social Security #   ❑ All personal information

I understand that by not checking a box, my information will be open to public access.

I have read and understand the registration and refund procedures for Discovery College.

Parent Signature_____   Date _____

EMERGENCY NOTIFICATION, HOLD HARMLESS, AND INTERNET PERMISSION SLIP
DISCOVERY COLLEGE—SUMMER 2008

Please complete the Permission Slip and Acknowledgments Form and return it with the Registration and Emergency Notification Forms to indicate your acceptance of the responsibilities and consequences outlined in Lone Star College–Kingwood's Policy and Procedure for Internet Use. All information must be legibly provided with required signatures.

CONTACT INFORMATION

Please check all categories in which your child is enrolled: ❏ Morning   ❏ Lunch   ❏ Afternoon

Grade level for

September 2008 _____ Age_____ Birthdate _____ ❏ Male ❏ Female

Child's legal name _____

Address_____

City _____ State _____ Zip _____

Cell phone _____ Email _____

Day phone _____ Contact name _____

Home phone _____ Contact name _____

Emergency phone _____ Contact name _____

LONE STAR COLLEGE-KINGWOOD HOLD HARMLESS AGREEMENT

Through registration, I authorize my child to participate in any and all Lone Star College-Kingwood Discovery College courses and activities. I hereby release the college, its trustees, officers, employees and agents from any and all liability for all injuries or damages suffered while participating, preparing to participate or otherwise engaged in activities connected with this program. The undersigned agrees to assume all risks, and recognizes that despite the exercise of reasonable safety precautions by Lone Star College–Kingwood, injury is possible whenever one engages in physical activity. If an emergency arises, I authorize emergency treatment or hospitalization for my child/children when deemed necessary by Lone Star College–Kingwood personnel.

I hereby authorize Lone Star College–Kingwood to show and reproduce the name, photographs, and videos taken of my child mentioned above for the purpose of promoting the college, its curriculum and programs.

I have read and understand the Youth Enrollment Procedures, the Student Code of Conduct, and this Lone Star College–Kingwood Hold Harmless Agreement. If child is under 18 years of age, this release must be signed by a person who has the authority to consent to the medical care of the child.

I have read and I understand the Hold Harmless agreement.

Parent signature_____ Date _____

COMPUTER INTERNET PERMISSION SLIP AND ACKNOWLEDGMENT FORM

Policy and Procedure for Internet Use: Students enrolled in Discovery College will only be permitted to use computers installed with a filtering device. However, the filtering device cannot prevent access to all material on the Internet that may be considered offensive, objectionable or sexually explicit. Students enrolled in Discovery College are not allowed to search for such materials, and parents will not hold Lone Star College–Kingwood or its employees responsible if my child violates this policy. Students violating this policy may be expelled from the summer program.

Parent: I have thoroughly read and understand the Policy and Procedure for Internet Use, regarding student use of the Internet. I agree to support and uphold these policies and I am aware of the consequences that will result from non-compliance. I am aware that there is material available on the Internet that may be considered to be offensive, objectionable or sexually explicit. I understand that Lone Star College–Kingwood cannot guarantee that my child will not be able to access these materials, and I will not hold Lone Star College–Kingwood or its employees responsible if my child is exposed to such materials.

I give permission for my child to have access to the Internet during the summer program and agree that my child will abide by Lone Star College–Kingwood's Policy and Procedure for Internet Use. I understand that my child may be terminated from the summer program if he/she violates this policy.

Parent signature_____ Date _____

Student: I understand Lone Star College–Kingwood's Policy and Procedure for Internet Use and have discussed it with my parent(s). I agree to abide by all of Lone Star College–Kingwood's Internet policies. I understand that I may be expelled from the summer program if I break the rules for using the Internet.

Student signature_____ Date _____

Discovery College Index of Courses–Summer 2008

* Supply fee due the first day of class.

Planning Calendar
Use this page to plan your child's summer schedule.

	Monday	Tuesday	Wednesday	Thursday	Friday
June 9–13 AM					
PM					
June 16–20 AM					
PM					
June 23–27 AM					
PM					
July 7–11 AM					
PM					
July 14–18 AM					
PM					
July 21–25 AM					
PM					
July 28–Aug 1 AM					
PM					
Aug 4–8 AM					
PM					

Discovery College: 6/9–6/13

Course title	Ages	Reg #	Course title	Ages	Reg #

8:30 AM–12:30 PM

"Eat" Your Way Through a Good Book   6-8   76191
Each day we will serve up another recipe for fun as we explore a new book and prepare a food item that goes along with that book. As we work on reading and comprehension skills, our books food theme will dictate our activities, songs, and craft projects. Anyone for green eggs and ham? $85

Oozing, Bubbling Science Experiments!   6-8   76190
Our mini mad scientists will participate in ìkitchen science as they discover that mixing together different well-known and not so well-known ingredients will create bubbly, oozy amazing mixtures! Anyone for homemade ice cream? They will also explore the magic of magnets and the mysteries of optical illusions. $85

Law and Order   9-11   76192
This exciting class will provide students with hands-on experience learning about the basic procedures of a criminal trial. Each student will have the opportunity to prepare an actual criminal case, present evidence and make arguments to the court. Select a jury and the trial begins! $85

Wacky Weaving   9-11   76194
Discover and explore a series of creative fiber techniques. . Complete a variety of exciting and trendy projects for yourself or friends while learning the basics of each technique. Come join the hands-on fun. Fiber weaving, stitchery and fabric weaving with looms to name a few. $85

Power and Speed   12-14   76246
Race your friends for the championship! Learn the fundamentals of aerodynamics. You'll sketch a dragster, build a model, paint it and prep it for the championship. Construct a model rocket from kitchen supplies and launch it! Then test your aerodynamic skills by creating and flying all sorts of airplanes. This camp is true power. $85 + $5 fee*

Webpage Design   12-14   76195
Design your own custom web page! You will learn to import basic elements from related sources, design and edit layouts, add images, sounds, and animations. $85

Health & Fitness   6-14   76940
Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. $85

Health & Fitness (with tennis)   6-14   76948
Students participating in tennis may choose to join this class M-Th from 8:30 am-10:30 am and Friday 8:30 - 12:30 pm. Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. $45

10:30 AM–12:30 PM

Tennis   6-14   76704
The purpose of this program is to allow players to advance their abilities while having fun during match play. No experience necessary. Bring a tennis racket and tennis shoes. Match balls will be provided. Tennis meets Monday - Thursday. $45

12:30 PM–1:00 PM

Lunch Break   6-14   76301
Students spending the entire day at Discovery College must register for lunch. Plan on bringing a sack lunch and drink.   No Fee

1:00 PM–5:00 PM

Astronomy Explorer   6-8   76197
Study the stars and venture into space in this out-of-the-world class that offers an adventure for any aspiring astronaut or anyone who just enjoys gazing at the stars. Perform exciting, instructive experiments and projects while learning how the universe works. $85

Math Can be a Blast!   6-8   76287
Get a head start on those addition and subtraction facts and be ahead of your friends when school starts! This class can help you improve your math skills by using hands-on activities, and other fun learning techniques that will stress important memorization strategies. Find out that math can be a blast! $85

Oozing, Bubbling Science Experiments!   9-11   76288
Our mini mad scientists will participate in "kitchen science" as they discover that mixing together different well-known and not so well-known ingredients will create bubbly, oozy amazing mixtures! Anyone for homemade ice cream? They will also explore the magic of magnets and the mysteries of optical illusions. $85

We Built this City Art Class   9-11   76199
Create your own city. Learn how to draw, design and construct miniature highways, bridges, buildings and more. This is your opportunity to build a city, create a space station on Mars, or build a tower to the moon. $85

Photojournalism   12-14   76201
Learn the art of investigation and keen observation to become a young reporter. Report on current events, camp activities, and weather. Learn newspaper production. Bring a small picture of yourself to class and become a news reporter. $85

Sitter Safety   12-14   76200
Are you thinking about starting a babysitting business? This course teaches you how to "entertain" your customers and also teaches you valuable safety skills, such as how to prevent accidents and handle emergencies. Learn CPR and First Aid. You will also learn how to market yourself as a qualified babysitter. $85 + $10 fee*

* **Supply fee due the first day of class.**

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

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Course title	Ages	Reg #

8:30 AM–12:30 PM

Broadway Bound　6-8　76203
Students will learn basic acting skills through warm-up and improvisation games, along with performances of lip syncs and commercials. Students will also be exposed to theater etiquette, stage makeup, and basic stage direction, lighting and sound. $85

Young Explorers　6-8　76202
Make your own passport to travel around the world and through time to learn about different cultures; including customs, traditions, holidays and folktales. May hands on activities, games and crafts. $85

Mythbusters　9-11　76205
Believe it or not? Research local, state and famous myths and put an end to is it real or not. $85

Would You Repeat That?　9-11　76204
Expand your creativity by exploring printmaking through a variety of media and styles. $85

Introduction to Wood Carving　12-14　76289
This class will cover the different qualities of woods used in carving and the basic principles of using a carving knife, other cutting tools and a sharpening stone. Safety principles for using a carving knife and other tools will be discussed. All students will be required to wear basic safety gloves and thumb guards (provided in class) and must follow the basic safety rules and procedures. Final project will include a simple carved object in the round. $85 + $5 fee*

Newshounds　12-14　76290
Learn how to investigate, keenly observe, and report on current events, camp activities, and weather. Become a young reporter by composing a news column, designing a weather report, and filming a news story. Each student should bring a small school picture to class. $85

Health and Fitness　6-14　76941
Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. Age 6 - 14. $85

Health & Fitness (with tennis)　6-14　76949
Students participating in tennis may choose to join this class M-Th from 8:30 am-10:30 am and Friday 8:30 - 12:30 pm. Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. Age 6 - 14. $45

10:30 AM–12:30 PM

Tennis　6-14　76705
The purpose of this program is to allow players to advance their abilities while having fun during match play. No experience necessary. Bring a tennis racket and tennis shoes. Match balls will be provided. Tennis meets Monday - Thursday. $45

12:30 PM–1:00 PM

Lunch Break　6-14　76303
Students spending the entire day at Discovery College must register for lunch. Plan on bringing a sack lunch and drink. No Fee

1:00 PM–5:00 PM

Craftastics　6-8　76209
Calling all creative kids with a flair for creativity! Learn how to transform materials from around the house into Craftastics items to play with, decorate with, or give as gifts. Weaving, sewing, decorating, printmaking, scrapping and other crafts will be taught while working on daily projects. Our final project is a 2 foot tall Doll House or Log Cabin complete with furniture and miniature wooden people. $85 + $5 fee*

Exploring Languages and Cultures　6-8　76207
Students will learn the alphabet, words and colors in different languages. They will also learn about the countries these languages originated from. Lots of fun activities are planned so don't miss out! $85

Let's Get Slimy Art　6-8　76208
Create various Paper Mache' sculptures. Crank up your creative side while making a variety of fun (and messy) art projects, including paper mache' sculptures. $85

Robotics　9-11　76211
Come make legos move. Learn how gears and pulleys work. Be creative, use your imagination, and explore the intriguing world of robotics where legos come to life. Design and build a generalized robot and download a program to make it move. $85

Young Women Writers　9-11　76210
Just for GIRLZ! Let your creativity flow in this unique class. Learn about women writers and how to put your ideas on paper. $85

Project Runway　12-14　76213
What a great way to enhance your fashionista's creativity and self esteem. Students will learn the latest trends, while indulging their creativity and personal flair by creating their own designer's sketch portfolio. Also tips for picture-taking, modeling, personal style, good posture, as well as techniques in runway-walking. Hit the catwalk for a fashion show on the day of class. $85

Brain Detective　12-14　76220
You will learn how your brain works and how to get it to become a problem solving machine! Detectives in training will work with puzzles, riddles and physical challenges to improve creative thinking and memory. $85

* **Supply fee due the first day of class.**

Discovery College: 6/23–6/27

Course title	Ages	Reg #	Course title	Ages	Reg #

8:30 AM–12:30 PM

Dinosaurs and Rocks   6-8   76221
Explore the fascinating world of dinosaurs. Did dinosaurs roam what is now known as Texas? Come and explore these wonderful creatures and make take home projects like a dinosaur egg and excavate for dinosaur bones. $85

What's Cooking?   6-8   76222
You will get to mix, measure, pour and create your own entree or dessert while learning kitchen math and safety. Besides making something tasty each class, you will also learn to properly set the table and practice good table manners.. Best of all, you get to try all the delicious dishes that you created in class. $85 + $5 fee*

Brain Detective   9-11   76225
You will learn how your brain works and how to get it to become a problem solving machine! Detectives in training will work with puzzles, riddles and physical challenges to improve creative thinking and memory. $85

Exploring Languages and Cultures   9-11   76223
Students will learn the alphabet, words and colors in different languages. They will also learn about the countries these languages originated from. Lots of fun activities are planned so don't miss out! $85

Let's Get Slimy Art   9-11   76224
Create various Paper Maché sculptures. Crank up your creative side while making a variety of fun (and messy) art projects, including paper maché sculptures. $85

Game Design   12-14   76226
In this class you will design your own computer game, creating characters, building environments and arranging game play. Put all that together with easy to use game design software and in no time you will be challenging your friends to rounds of your very own computer game. Basic computer knowledge helpful. $85

Secrets and Tricks of Successful Writers   12-14   76227
An interesting, exciting and interactive class. Designed for children who might benefit from additional instruction relating to the written section of the TAKS Test. Useful strategies and hands-on exercises preparing your child to take the written portion of the test will be given during this four session class. $85

Health and Fitness   6-14   76942
Students will learn and practice basic fitness. Current trends in exercise, health and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. . $85

Health & Fitness (with tennis)   6-14   76950
Students participating in tennis may choose to join this class M-Th from 8:30 am-10:30 am and Friday 8:30 - 12:30 pm. Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. $45

10:30 AM–12:30 PM

Tennis   6-14   76706
The purpose of this program is to allow players to advance their abilities while having fun during match play. No experience necessary. Bring a tennis racket and tennis shoes. Match balls will be provided. Tennis meets Monday - Thursday. $45

12:30 PM–1:00 PM

Lunch Break   6-14   76304
Students spending the entire day at Discovery College must register for lunch. Plan on bringing a sack lunch and drink. No Fee

1:00 PM–5:00 PM

Broadway Bound   6-8   76229
Students will learn basic acting skills through warm-up and improvisation games, along with performances of lip syncs and commercials. Students will also be exposed to theater etiquette, stage makeup, and basic stage direction, lighting and sound. $85

See It, Say It, Solve It!   6-8   76228
Could your child use some help to increase his reading ability before the next school year begins? During this class, phonics will be taught using games and controlled readers to assist your child in accomplishing this worthwhile goal. Helpful strategies for decoding will be reinforced using games, flash cards, and great children's literature. $85

Clay Animation   9-11   76231
Clay and animation, what a perfect combination. Working in teams students do it all-from story creation to making characters and sets. You will animate, record, download, assemble and edit your own movies using cameras, software and computers to bring your own models to life. $85

Project Runway   9-11   76230
What a great way to enhance your fashionistais creativity and self esteem. Students will learn the latest trends, while indulging their creativity and personal flair by creating their own designer's sketch portfolio. Also tips for picture-taking, modeling, personal style, good posture, as well as techniques in runway-walking. Hit the catwalk for a fashion show on the day of class. $85

Secrets and Tricks of Successful Writers   9-11   76232
An interesting, exciting and interactive class. Designed for children who might benefit from additional instruction relating to the written section of the TAKS Test. Useful strategies and hands-on exercises preparing your child to take the written portion of the test will be given during this four session class. $85

Glitzy Girls   12-14   76234
Create jewelry including bracelets, necklaces, and hair accessories. Learn to create picture frames and other exciting projects. $85

Teen Entrepreneur   12-14   76233
Have you ever dreamed of being a student by day and entrepreneur by night or having your own business before you graduate from high school? Covers information on becoming an entrepreneur and starting your own business. Topics include: What it takes to be an Entrepreneur, Ideas and Opportunities, Investing and Finance, Preparing a Business Plan, and Marketing Ideas. $85

* **Supply fee due the first day of class.**

For information or to register call 281.312.1660 or 281.312.1661
You may also register online (Kingwood.LoneStar.edu/ce), by fax (281.312.1612), or in person (CLA 107)

Course title	Ages	Reg #	Course title	Ages	Reg #

8:30 AM–12:30 PM

Creation Station — 6-8 — 76247
Enjoy discovering your artistic talents. Explore different mediums including charcoal, pastels, and watercolor by experimenting with mixed media. Explore your creativity with hands on projects. $85

Exploring Languages and Cultures — 6-8 — 76235
Students will learn the alphabet, words and colors in different languages. They will also learn about the countries these languages originated from. Lots of fun activities are planned so don't miss out! $85

Get Your Knit On! — 9-11 — 76237
Learn to knit for fun. Knitting is for everyone, young and old, boys and girls. Join us and learn the basics of knitting and purling. Be creative; express your own sense of fashion and style! Have fun with fiber, texture and color. $85

In a Theatre Near You — 9-11 — 76292
All aspiring young actors will "shine" on stage through improvisation, storytelling, theatre, and concentration games while learning performance techniques. All students will be cast in the final play and will work together to create a set, props and costumes. $85

Young Explorers — 9-11 — 76238
Make your own passport to travel around the world and through time to learn about different cultures; including customs, traditions, holidays and folktales. Many hands on activities -games and crafts. $85

Classical Perspective — 12-14 — 76291
From the simple to complex. Cover all aspects of perspective in the art studio environment. Students will use art media to create a variety of projects while learning to draw perspective like the masters. $85

The Art of Math — 12-14 — 76240
Look and create math in a whole new artistic way! This class is sure to please even the most math phobic student. Learn about historical mathematicians, scientists and artists who created or investigated fractals, tessellations, polyhedron and more. Many hands-on artistic creative projects, you will forget that you are learning math. $85

Secrets and Tricks of Successful Readers — 12-14 — 76293
An interesting, exciting and interactive class. Designed for children who might benefit from additional instruction relating to the reading comprehension section of the TAKS Test. Useful strategies and hands-on exercises preparing students to take the reading comprehension portion of the test will be given during this four session class. $85

Health and Fitness — 6-14 — 76943
Students will learn and practice basic fitness. Current trends in exercise, health and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. Age 6 - 14. $85

Health & Fitness (with tennis) — 6-14 — 76951
Students participating in tennis may choose to join this class M-Th from 8:30 am-10:30 am and Friday 8:30 - 12:30 pm. Students will learn and practice basic fitness. Current trends in exercise, health and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. Age 6 - 14. $45

10:30 AM–12:30 PM

Tennis — 6-14 — 76707
The purpose of this program is to allow players to advance their abilities while having fun during match play. No experience necessary. Bring a tennis racket and tennis shoes. Match balls will be provided. Tennis meets Monday - Thursday. $45

12:30 PM–1:00 PM

Lunch Break — 6-14 — 76305
Students spending the entire day at Discovery College must register for lunch. Plan on bringing a sack lunch and drink. No Fee

1:00 PM–5:00 PM

Brain Detective — 6-8 — 76242
You will learn how your brain works and how to get it to become a problem solving machine! Detectives in training will work with puzzles, riddles and physical challenges to improve creative thinking and memory. $85

Oozing, Bubbling Science Experiments! — 6-8 — 76243
Our mini scientists will participate in "kitchen science" as they discover that mixing together different well-known and not so well-known ingredients will create bubbly, oozy amazing mixtures! Anyone for homemade ice cream? $85

Project Runway — 6-8 — 76244
What a great way to enhance your fashionista's creativity and self esteem. Students will learn the latest trends, while indulging their creativity and personal flair by creating their own designer sketch portfolio. Also tips for picture-taking, modeling, personal style, good posture, as well as techniques in runway-walking. Hit the catwalk for a fashion show on the day of class. $85

Playful Geometry — 9-11 — 76252
Geometry has a whole new look and feel in this class. Students will analyze and create three-dimensional shapes, work with constructions and geometric models. Create many fun projects. This class is an excellent transition for any students entering algebra or geometry. $85

Secrets and Tricks of Successful Readers — 9-11 — 76294
An interesting, exciting and interactive class. Designed for children who might benefit from additional instruction relating to the reading comprehension section of the TAKS Test. Useful strategies and hands-on exercises preparing students to take the reading comprehension portion of the test will be given during this four session class. $85

Would You Repeat That? — 9-11 — 76251
Expand your creativity by exploring printmaking through a variety of media and styles. $85

Calligraphy — 12-14 — 76257
The art of elegant penmanship. This course will provide practice using the calligraphy pen and writing techniques to formulate beautiful hand lettered projects. $85

Craftastics — 12-14 — 76259
Calling all creative students! Learn how to transform materials from around the house into craftastic items. Weaving, sewing, decorating, printmaking, scrapping and other crafts will be taught while working on daily projects. Our final project is a 2 foot tall doll house or log cabin complete with furniture and miniature wooden people. $85 + $5 fee∗

College Prep — 12-15 — 76256
Knowing the right words to say! - learn how to go after those scholarships that are untapped and how to fill out the application to achieve your goals. $85

∗ **Supply fee due the first day of class.**

The complete schedule and registration forms are available online at **Kingwood.LoneStar.edu/ce**

Discovery College: 7/14–7/18

Course title	Ages	Reg #

8:30 AM–12:30 PM

"Eat" Your Way Through a Good Book   6-8   76295
Each day we will serve up another recipe for fun as we explore a new book and prepare a food item that goes along with that book. As we work on reading and comprehension skills, our books food theme will dictate our activities, songs, and craft projects. Anyone for green eggs and ham? $85

Incredible Creatures   6-8   76262
If you think that animals are incredible and would like to learn more amazing animal facts, then this class is for you. Not only will you talk about animals and their interesting ways, but you will also do hands-on art projects to help you understand and remember all the incredible information that you have learned. $85

Brain Detective   9-11   76268
You will learn how your brain works and how to get it to become a problem solving machine! Detectives in training will work with puzzles, riddles and physical challenges to improve creative thinking and memory. $85

East Meets West Art Class   9-11   76267
Come and learn about art from the East to the West. Projects include a gauze mask, clay Alamo Chinese ink painting and Origami. $85

Fraction Action   9-11   76296
Designed to assist students in one of the most challenging skills in middle school fraction and number sense. Fun projects and investigations will be complete to understand the reasons behind many of the rules. $85

Get Your Knit On!   12-14   76272
Learn to knit for fun. Knitting is for everyone, young and old, boys and girls. Join us and learn the basics of knitting and purling. Be creative; express your own sense of fashion and style! Have fun with fiber, texture and color. $85

Presentation Power   12-14   76271
Improve your presentation skills and confidence in PowerPoint. Learn how to create and enhance electronic presentations and become an effective presenter. There will be fun topics and projects with a final presentation. $85

Sitter Safety   12-14   76269
Are you thinking about starting a babysitting business? This course teaches you how to "entertain" your customers and also teaches you valuable safety skills, such as how to prevent accidents and handle emergencies. Learn CPR and First Aid. You will also learn how to market yourself as a qualified babysitter. $85 + $10 fee*

Health and Fitness   6-14   76944
Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. $85

Health & Fitness (with tennis)   6-14   76952
Students participating in tennis may choose to join this class M-Th from 8:30 am-10:30 am and Friday 8:30 - 12:30 pm. Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. $45

10:30 AM–12:30 PM

Tennis   6-14   76708
The purpose of this program is to allow players to advance their abilities while having fun during match play. No experience necessary. Bring a tennis racket and tennis shoes. Match balls will be provided. Tennis meets Monday - Thursday. $45

12:30 PM–1:00 PM

Lunch Break   6-14   76306
Students spending the entire day at Discovery College must register for lunch. Plan on bringing a sack lunch and drink. No Fee

1:00 PM–5:00 PM

Astronomy Explorer   6-8   76273
Study the stars and venture into space in this out-of-the-world class that offers an adventure for any aspiring astronaut or anyone who just enjoys gazing at the stars. Perform exciting, instructive experiments and projects while learning how the universe works. $85

Oozing, Bubbling Science Experiments!   6-8   76297
Our mini mad scientists will participate in "kitchen science" as they discover that mixing together different well-known and not so well-known ingredients will create bubbly, oozy amazing mixtures! Anyone for homemade ice cream? They will also explore the magic of magnets and the mysteries of optical illusions. $85

Craftastics   9-11   76298
Calling all creative kids with a flair for creativity! Learn how to transform materials from around the house into Craftastics items to play with, decorate with, or give as gifts. Weaving, sewing, decorating, printmaking, scrapping and other crafts will be taught while working on daily projects. Our final project is a 2 foot tall Doll House or Log Cabin complete with furniture and miniature wooden people. $85 + $5 fee*

Project Runway   9-11   76534
What a great way to enhance your fashionistais creativity and self esteem. Students will learn the latest trends, while indulging their creativity and personal flair by creating their own designer's sketch portfolio. Also tips for picture-taking, modeling, personal style, good posture, as well as techniques in runway-walking. Hit the catwalk for a fashion show on the day of class. $85

How to Write Animated Cartoons   12-14   76300
Cover all aspects of animation writing from story premise to final script, plot, continuity, terminology, class discussion and brainstorming the way it really happens in the studio. $85

Numb3rs   12-14   76299
Investigate math and solve problems similar to the TV hit series. This class will delve into the intriguing topics of math centered on the mysteries in the show. Appropriate for pre-algebra or algebra students. Parents must consent to children watching student friendly segments of the TV14 rated show. $85

* Supply fee due the first day of class.

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Course title	Ages	Reg #	Course title	Ages	Reg #

8:30 AM–12:30 PM

Let's Get Slimy Art   6-8   76282
Create various Paper Mache' sculptures. Crank up your creative side while making a variety of fun (and messy) art projects, including paper mache' sculptures. $85

See It, Say It, Solve It!   6-8   76281
Could your child use some help to increase his reading ability before the next school year begins? During this class, phonics will be taught using games and controlled readers to assist your child in accomplishing this worthwhile goal. Helpful strategies for decoding will be reinforced using games, flash cards, and great children's literature. $85

Presentation Power   9-11   76652
Improve your presentation skills in PowerPoint. and improve your confidence with class speeches and presentations. Learn how to create and enhance electronic presentations and become an effective presenter. There will be fun topics and projects with a final presentation. $85

We Built this City Art Class   9-11   76283
Create your own city. Learn how to draw, design, and construct miniature highways, bridges, buildings, and more. This is your opportunity to build a city, create a space station on Mars, or build a tower to the moon. $85

Food for Thought   12-14   76310
Exploring the world through diet. Take a look at many of the world's lands and cultures. This course will culminate in an international cook off of a dish of your own choosing. $85

The Art of Watercolor   12-14   76286
Learn the techniques of a wash blend and ax resist; see what salt and rubbing alcohol does to paper: create mixed media and collage projects. Learn the beautiful art of watercolor. $85

Health and Fitness   6-14   76945
Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. Age 6 - 14. $85

Health & Fitness (with tennis)   6-14   76953
Students participating in tennis may choose to join this class M-Th from 8:30 am-10:30 am and Friday 8:30 - 12:30 pm. Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. Age 6 - 14. $45

10:30 AM–12:30 PM

Tennis   6-14   76709
The purpose of this program is to allow players to advance their abilities while having fun during match play. No experience necessary. Bring a tennis racket and tennis shoes. Match balls will be provided. Tennis meets Monday - Thursday. $45

12:30 PM–1:00 PM

Lunch Break   6-14   76307
Students spending the entire day at Discovery College must register for lunch. Plan on bringing a sack lunch and drink. No Fee

1:00 PM–5:00 PM

Dinosaurs and Rocks   6-8   76311
Explore the fascinating world of dinosaurs. Did dinosaurs roam what is now known as Texas? Come and explore these wonderful creatures and make take home projects like a dinosaur egg and excavate for dinosaur bones. $85

What's Cooking?   6-8   76312
You will get to mix, measure, pour and create your own entree or dessert while learning kitchen math and safety. Besides making something tasty each class, you will also learn to properly set the table and practice good table manners. Best of all, you get to try all the delicious dishes that you created in class. So come on along, and let's get cooking!
$85 + $5 fee✳

Let's Get Slimy Art   9-11   76314
Create various Paper Mache' sculptures. Crank up your creative side while making a variety of fun (and messy) art projects, including paper mache' sculptures. $85

Photojournalism   9-11   76315
Learn the art of investigation and keen observation to become a young reporter. Report on current events, camp activities, and weather. Learn newspaper production. Bring a small picture of yourself to class and become a news reporter. $85

Young Explorers   9-11   76313
Make your own passport to travel around the world and through time to learn about different cultures; including customs, traditions, holidays and folktales. May hands on activities -games and crafts. $85

Culture Creators   12-14   76604
In this course, students have the opportunity to create their own "Utopia." This course will end with a summit of united civilizations. $85

Introduction to Wood Carving   12-14   76317
This class will cover the different qualities of woods used in carving and the basic principles of using a carving knife, other cutting tools and a sharpening stone. Safety principles for using a carving knife and other tools will be discussed. All students will be required to wear basic safety gloves and thumb guards (provided in class) and must follow the basic safety rules and procedures. Final project will include a simple carved object in the round. $85 + $5 fee✳

Law and Order   12-14   76316
This exciting class will provide students with hands-on experience learning about the basic procedures of a criminal trial. Each student will have the opportunity to prepare an actual criminal case, present evidence and make arguments to the Court. Select a jury and the trial begins! $85

✳ **Supply fee due the first day of class.**

The complete schedule and registration forms are available online at **Kingwood.LoneStar.edu/ce**

Discovery College: 7/28–8/01

Course title	Ages	Reg #

Course title	Ages	Reg #

8:30 AM–12:30 PM

Let's Get Slimy Art   6-8   76318
Create various Paper Mache' sculptures. Crank up your creative side while making a variety of fun (and messy) art projects, including paper mache' sculptures. $85

Young Explorers   6-8   76319
Make your own passport to travel around the world and through time to learn about different cultures; including customs, traditions, holidays and folktales. May hands on activities -games and crafts. $85

Robotics   9-11   76533
Come make legos move. Learn how gears and pulleys work. Be creative, use your imagination, and explore the intriguing world of robotics where legos come to life. Design and build a generalized robot and download a program to make it move. $85

The Art of Watercolor   9-11   76330
Learn the techniques of a wash blend and ax resist; see what salt and rubbing alcohol does to paper: create mixed media and collage projects. Learn the beautiful art of watercolor. $85

Law and Order   12-14   76334
This exciting class will provide students with hands-on experience learning about the basic procedures of a criminal trial. Each student will have the opportunity to prepare an actual criminal case, present evidence and make arguments to the Court. Select a jury and the trial begins! $85

Playful Geometry   12-14   76333
Geometry has a whole new look and feel in this class. Students will analyze and create three-dimensional shapes, work with constructions and geometric models. Create many fun projects. This class is an excellent transition for any students entering algebra or geometry. $85

Health and Fitness   6-14   76946
Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. Age 6 - 14. $85

Health & Fitness (with tennis)   6-14   76954
Students participating in tennis may choose to join this class M-Th from 8:30 am-10:30 am and Friday 8:30 - 12:30 pm. Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. Age 6 - 14. $45

10:30 AM–12:30 PM

Tennis   6-14   76710
The purpose of this program is to allow players to advance their abilities while having fun during match play. No experience necessary. Bring a tennis racket and tennis shoes. Match balls will be provided. Tennis meets Monday - Thursday. $45

12:30 PM–1:00 PM

Lunch Break   6-14   76308
Students spending the entire day at Discovery College must register for lunch. Plan on bringing a sack lunch and drink. No Fee

1:00 PM–5:00 PM

Adventures in Art   6-8   76338
Feeling creative today? Well good, because this is the class that encourages each student to explore his own unique artistic style and let his creativity run wild! Students will have the chance to explore a variety of different art mediums, including pastels and watercolors, in this class that celebrates each child's individual artistic talents. $85

Pirates of the Past   6-8   76335
Ahoy, Matey! Come aboard and journey back in time to explore what a pirate's life was like, where in the world you would sail, and what treasures you might find learning about the most famous pirates in history through exciting stories, games, and clever art projects will help you truly understand what a pirate's life was like as you sailed the seven seas or looked for buried treasure! $85

Clay Animation   9-11   76340
Clay and animation, what a perfect combination. Working in teams students do it all-from story creation to making characters and sets. You will animate, record, download, assemble and edit your own movies using cameras, software and computers to bring your own models to life. $85

Law and Order   9-11   76339
This exciting class will provide students with hands-on experience learning about the basic procedures of a criminal trial. Each student will have the opportunity to prepare an actual criminal case, present evidence and make arguments to the Court. Select a jury and the trial begins! $85

Comedy Improv   12-14   76344
Thinking on your feet creatively is the hallmark of improvisation. Fine-tune your creative skills and practice tickling funny bones in this fast-paced, fun adventure course. To laugh or not to laugh that is the question- let your imagination run wild. $85

Sitter Safety   12-14   76343
Are you thinking about starting a babysitting business? This course teaches you how to "entertain" your customers and also teaches you valuable safety skills, such as how to prevent accidents and handle emergencies. Learn CPR and First Aid. You will also learn how to market yourself as a qualified babysitter. $85 + $10 fee∗

✳ Supply fee due the first day of class.

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Course title	Ages	Reg #	Course title	Ages	Reg #

8:30 AM–12:30 PM

All About Me 6-8 76346
Create a memory book honoring your family, yourself and what the future holds. Come and use your imagination and create a lasting memory. $85

Math Can be a Blast! 6-8 76345
Get a head start on those addition and subtraction facts and be ahead of your friends when school starts! This class can help you improve your math skills by using hands-on activities, and other fun learning techniques that will stress important memorization strategies. Find out that math can be a blast! $85

Culture Creators 9-11 76605
In this course, students have the opportunity to create their own "Utopia." This course will end with a summit of civilizations. $85

Oozing, Bubbling Science Experiments! 9-11 76347
Our mini mad scientists will participate in "kitchen science" as they discover that mixing together different well-known and not so well-known ingredients will create bubbly, oozy amazing mixtures! Anyone for homemade ice cream? They will also explore the magic of magnets and the mysteries of optical illusions. $85

Power and Speed 9-11 76348
Race your friends for the championship! Learn the fundamentals of aerodynamics. You'll sketch a dragster, build a model, paint it and prep it for the championship. Construct a model rocket from kitchen supplies and launch it! Then test your aerodynamic skills by creating and flying all sorts of airplanes. This camp is true power! $85 + $5 fee∗

E-Portfolio 12-14 76349
Explore the world of Computers. Use your imagination and talents to design various projects and plans while developing your computer skills and knowledge to current technology. Produce blogs, movies and slide shows. $85

East Meets West Art Class 12-14 76350
Come and learn about art from the East to the West. Projects include a gauze mask, clay Alamo Chinese ink painting and Origami. $85

Health and Fitness 6-14 76947
Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. Age 6 - 14. $85

Health & Fitness (with tennis) 6-14 76955
Students participating in tennis may choose to join this class M-Th from 8:30 am-10:30 am and Friday 8:30 - 12:30 pm. Students will learn and practice basic fitness. Current trends in exercise, health, and nutrition will be discussed and students will be encouraged to exercise daily and choose a healthy diet. Age 6 - 14. $45

10:30 AM–12:30 PM

Tennis 6-14 76711
The purpose of this program is to allow players to advance their abilities while having fun during match play. No experience necessary. Bring a tennis racket and tennis shoes. Match balls will be provided. Tennis meets Monday - Thursday. $45

12:30 PM–1:00 PM

Lunch Break 6-14 76309
Students spending the entire day at Discovery College must register for lunch. Plan on bringing a sack lunch and drink. No Fee

1:00 PM–5:00 PM

Incredible Creatures 6-8 76352
If you think that animals are incredible and would like to learn more amazing animal facts, then this class is for you. Not only will you talk about animals and their interesting ways, but you will also do hands-on art projects to help you understand and remember all the incredible information that you have learned. $85

Oozing, Bubbling Science Experiments! 6-8 76351
Our mini mad scientists will participate in "kitchen science" as they discover that mixing together different well-known and not so well-known ingredients will create bubbly, oozy amazing mixtures! Anyone for homemade ice cream? They will also explore the magic of magnets and the mysteries of optical illusions. $85

Calligraphy 9-11 76354
The art of elegant penmanship. This course will provide practice using the calligraphy pen and writing techniques to formulate beautiful hand lettered projects. $85

Craftastics 9-11 76356
Calling all creative kids with a flair for creativity! Learn how to transform materials from around the house into Craftastics items to play with, decorate with, or give as gifts. Weaving, sewing, decorating, printmaking, scrapping and other crafts will be taught while working on daily projects. Our final project is a 2 foot tall Doll House or Log Cabin complete with furniture and miniature wooden people. $85 + $5 fee∗

Photojournalism 12-14 76357
Learn the art of investigation and keen observation to become a young reporter. Report on current events, camp activities, and weather. Learn newspaper production. Bring a small picture of yourself to class and become a news reporter. $85

Food for Thought 12-14 76359
Exploring the world through diet. Take a look at many of the world's lands and cultures. This course will culminate in an international cook off of a dish of your own choosing. $85

Power and Speed 12-14 76358
Race your friends for the championship! Learn the fundamentals of aerodynamics. You'll sketch a dragster, build a model, paint it and prep it for the championship. Construct a model rocket from kitchen supplies and launch it! Then test your aerodynamic skills by creating and flying all sorts of airplanes. This camp is true power! $85 + $5 fee∗

∗ **Supply fee due the first day of class.**

The complete schedule and registration forms are available online at **Kingwood.LoneStar.edu/ce**

CONTINUING EDUCATION STAFF

Robin Garrett, Ed.S.
Senior Program Manager
Robin holds B.S., M.S., and Ed.S. degrees and is pursuing a Ph.D. She is a Microsoft Office Specialist, Master Instructor, IC^3 Certified Instructor, and a CEC (Certified E-Commerce Consultant). Contact Robin at 281.312.1540 or robin.garrett@LoneStar.edu.

Devon Alexander
Marketing
Devon is a sixteen-year resident of Kingwood. She has a degree in Business Management from the University of Nebraska and is working on her Master's Degree. She is a graduate of the Leadership North Houston Program. Devon is very active in the community, serving on the boards of several philanthropic and civic groups. Contact Devon at 281.312.1664 or devon.l.alexander@LoneStar.edu.

Tabitha Anderson
Health Occupations
Tabitha is a doctoral candidate at Penn State University in Workforce Education and Development specializing in Training & Development. She holds a Master of Public Health degree in Health Policy and Management from Texas A&M and a bachelor of science in human resource development from Indiana State. Tabitha is responsible for the allied health programs. You may reach her at 281.312.1585 or tabitha.m.anderson@LoneStar.edu.

Frances Andrews
Business and Marketing
Frances holds a BBA degree from the University of Houston. She is currently pursuing a Master's Degree in the same field also from the University of Houston. For information regarding business and marketing, call Frances at 281.312.1473 or frances.andrews@LoneStar.edu.

Susan Bedwell, Ph.D.
Teacher Certification Program
Susan was appointed to her position as Program Manager in January 2004. She comes to Lone Star College–Kingwood after extensive leadership experience in education, program development, fundraising, governmental affairs work and advocacy. Susan received her Ph.D. from The University of Texas. Contact Susan at 281.312.1579 or susan.l.bedwell@LoneStar.edu.

Shelia M. Benard
Registration & Information
Shelia has over 18 years of customer service experience. She is currently pursuing her AAS degree in Human Services. She has chosen to pursue this field of study so that she can continue to reach out to others. Call Shelia at 281.312.1660 or shelia.m.benard@LoneStar.edu.

Beverly Bodenhamer
Registration & Information
Beverly is a native Texan pursuing a career in Administrative Assistance and Graphic Design. She has over 19 years of customer service experience and enjoys assisting students who wish to further their education. Call Beverly at 281.312.1661 or beverly.l.bodenhamer@LoneStar.edu.

Pat Chandler
East Montgomery County Improvement District Center
Pat holds a Bachelor of Science in Education from Auburn University. She is responsible for the Academy for Lifelong Learning, a program offering free courses for senior adults taught by volunteers. She also manages the other activities and personnel at Lone Star College–Kingwood's off-site center located at the EMCID Complex in New Caney. Contact Pat at 281.312.1749 or pat.chandler@LoneStar.edu.

CONTINUING EDUCATION STAFF

Twyla Coy
Teacher Certification Program
Twyla joined the Teacher Certification Program as a Program Coordinator in January 2005. She holds a BA in Speech Communication and is pursuing a Master's Degree at The University of Houston. Contact Twyla at 281.312.1716 or twyla.m.coy@LoneStar.edu.

Bob Floyd
Computer Information Technology Coordinator
Bob coordinates the Computer Information Technology programs, provides administrative support and maintains the division's website. Bob is IC3 Certified and holds an AAS Degree in Computer Science. Contact Bob at 281.312.1516 or robert.b.floyd@LoneStar.edu.

Alma Garcia
Registration & Information
Alma earned a bachelor's degree from Colegio Anglo Español in Monterrey Mexico before moving to the U.S. She retired from AT&T in California with over 30 years of customer service experience. Her desire to stay active and be of service to the community brought her to LSC-Kingwood in 2007, where her many years of experience are being used assisting students. Contact Alma at 281.312.1660 or alma.a.garcia@LoneStar.edu.

Danny Osburn
Office Coordinator
Danny served our country in the United States Army for twelve years. He started his career at Lone Star College-Kingwood in 1984, where he spent five years in the business office before joining the Continuing Education family. Danny is a great resource for CE and the College. Contact Danny at 281.312.1461 or danny.r.osburn@LoneStar.edu..

Cathleen Quayle
Division Operations Manager
Cathleen joined the Continuing Education team at Lone Star College–Kingwood in November 2007 but has been working for Lone Star College for two years. She holds a Bachelor's Degree from Tulane University and has ten years of experience in administration and customer service. You may reach her at 281.312.1643 or cathleen.a.quayle@LoneStar.edu.

Kimberly Rutledge
Teacher Certification Program
Kimberly joined the TCP team as a Staff Assistant II in October 2006. She has many years of experience providing outstanding customer service and administrative assistance. Kimberly is currently pursuing her AAS degree in Business Management at Lone Star College–Kingwood. Contact Kimberly at 281.312.1716 or kimberly.m.rutledge@LoneStar.edu.

Phyllis Smith
Academy for Lifelong Learning
Phyllis has a B.S. in English from the University of Wisconsin Milwaukee (UWM). She earned a Wisconsin Real Estate Brokers License that she keeps active. Phyllis began working at Lone Star College–Kingwood in 1988. Since 2004, she has worked at the EMCID Center assisting with the activities involved with the Academy for Lifelong Learning. Contact Phyllis at 281.312.1750 or phyllis.d.smith@LoneStar.edu.

Isaac "Ike" Williams, Ed.D.
Business, Industry, and Contract Training
Ike has B.S., M.S., and Ed.D. degrees from Texas A&M University at Commerce and has experience working with Private Industry Councils and Council of Governments. For information about business, industry, and contract training, call Ike at 281.312.1562 or ike.williams@nhmccd.edu.

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