



— EXCELSIOR SPRINGS —
AREA CAREER CENTER

Your Road to Success

ADULT & COMMUNITY EDUCATION



Fall 2017
COURSE SCHEDULE



Classes for fun, enrichment and careers!

www.excelsiorspringsadulthood.weebly.com

Enroll Early!

Register online, by phone or by mail. LOOK INSIDE for details!

Family, Home & Health

NEW! First Time Homebuyer

Conventional, FHA, USDA, VA, 1% down payment, 0% down payment, fixed rate, adjustable rate, renovation loans, Jumbo loans. Qualifying factors such as debt to income ratio, closing costs, down-payment, credit and closing costs. With all of the options available today, buying a home for the first time can be confusing. Which one is right for you? This class completely clarifies the process. How to position yourself financially to be a strong viable purchaser, necessary credit factors, detailed explanation of all currently available loan programs, how to identify the optimum loan for your situation, how to make sure to get the lowest rate and how to save money in the process.

Instructor: Nick Roberts
Date: Wed., Sept. 6, 2017
Time: 6:30 p.m. – 8:30 p.m.
Fee: \$20

NEW! Genealogy-Tips & Tricks for Researching

This class will give you insight on how to research your family tree using a variety of websites, most of which are free. Learn how to look for and find clues that will help you on your journey of growing your family tree. (five 2-hour sessions)

Instructor: Brian Smarker
Date: Tues., Nov. 21, 28, Dec. 5, 12, 19
Time: 6:00 p.m. – 8:00 p.m.
Fee: \$55

NEW! Getting My Affairs in Order: Basic Estate Planning

In this seminar, you will learn how to control your property while you are alive and able, take care of yourself and your loved ones if you become disabled, give what you have to whom you want while saving every tax dollar, professional fee and court cost possible. Learn how to avoid probate with seven helpful tools including non-probate transfer mechanisms (beneficiary designations and tools), wills, trusts, durable power of attorney, healthcare durable power of attorney, healthcare directives, and living wills.

Instructor: P. Glen Smith, J.D.
Date: Wed., Sept. 13
Time: 6:00 p.m. – 8:00 p.m.
Fee: \$20 (Couples \$25)

ED2GO | Stocks, Bonds & Investing

Learn how to make wise investment decisions so that you can live comfortably through your retirement.

Enroll at www.ed2go.com/excelsior

NEW! Getting My Affairs in Order: Long-Term Care

This seminar provides information for long-term care planning. Topics will include: remaining in control of your assets, protecting your assets from the high cost of care, types of long-term care available and getting the care you need, the long-term care planning process, seven sources to pay for care, planning strategies for care, basic legal documents you need and what they should provide, AND much more!

Instructor: P. Glen Smith, J.D.
Date: Wed., Sept. 20
Time: 6:00 p.m. – 8:00 p.m.
Fee: \$20 (Couples \$25)

Alphabet Soup of Medicare

Are you or a loved one age 65 or becoming eligible for Medicare due to a disability? This is a fun and relaxed way to learn about Medicare Part A and Part B. Learn about Medicare supplement plans that fill coverage gaps. Learn about Medicare PPOs and HMOs. This two-hour class will help you master the ABC's of Medicare.

Instructor: Jeff David
Date: Wed., Oct. 18, 2017
Time: 6:30 p.m. – 8:30 p.m.
Fee: \$20 (Couples \$25)

Essential Oils

Learn how to use essential oils to improve your health and life. You will understand how to use the oils for personal health care needs and identify other benefits of natural solutions. In addition to the class fee, \$25 payable to the instructor will get you the textbook and samples of popular oils.

Instructor: Sandra Schmid, RN
Date: Wed., Sept. 13, 20, 27, Oct. 4, 11 -2017
Time: 6:00 p.m. – 8:00 p.m.
Fee: \$55

Adult Field Trips with Mike

NEW! Kansas City Field Trip

Start your morning with a hot cup of fresh coffee and a tour of the Roasterie before touring the Miniature and Toy Museum in Kansas City, and then travel to Union Station to explore the Mummy Exhibit. Lunch is on your own at your choice of restaurants at Union Station or Crown Center. Ticket prices are included in the trip fee.

Instructor: Mike Britt
Date: Wed., Oct. 11, 2017
Time: 7:30 a.m. – 3:30 p.m.
Fee: \$55

Photography

NEW! Photography-Beginner to Intermediate

Students will gain an understanding of the camera settings and manipulations necessary in making properly exposed images in any lighting situation. There will be extensive instruction in the relationship between shutter speed, aperture and ISO settings for proper exposure of images in digital photography. **Student Requirements:** digital camera-preferably dSLR; dedicated memory card for class use; notebooks and note-taking materials. Also, bring the manual to your camera if available.

Instructor: Marty Williams
Date: Wed., Sept. 13, 20, 27
Time: 6:00 p.m. – 8:00 p.m.
Fee: \$49

NEW! Photoshop

This is a class for Photoshop users detailing the use of layers in images, posters, marquees. You will learn about shading, concealing, disclosing areas of images in various opacities and depths, and blending modes and their uses. A DVD handout with original files will be available for home practice.

Instructor: Marty Williams
Date: Wed., Oct. 4, 11, 18
Time: 6:00 p.m. – 8:00 p.m.
Fee: \$49



NEW! History Trip: St. Joseph, MO

Join retired history teacher, Mike Britt, to explore historical locations in St. Joseph, Missouri. You will tour the Walter Cronkite Exhibit, Pony Express Museum, Patee House/Jesse James Home, and Glore Psychiatric Museum. The Glore Psychiatric Museum includes a Native American Indian exhibit, military history exhibit, and black cultural exhibit. You will purchase lunch at the Frederick Inn. Depart from the north parking lot of the Barbee Presbyterian Church on Tiger Drive (across from ESHS). Ticket fees are included in trip cost.

Instructor: Mike Britt
Date: Wed., Sept. 13, 2017
Time: 8:00 a.m. – 4:00 p.m.
Fee: \$55

Personal Enrichment

Astronomy: Mysteries of the Night Sky

The sky is full of deep mysteries! Look at the nightly wonders through a 20" Dobsonian telescope to take a ride around the solar system viewing deep sky objects and to learn more about constellations. Also, learn what to look for when purchasing a telescope to start your fascinating hobby. Bring a lawn chair and binoculars if you have them. Dress comfortably for the weather conditions. Children 8-15 must be accompanied by an adult. Class may need to be rescheduled if weather interferes with viewing the skies. *Class will meet at Wilderness Retreat I and Development Center, 34030 W. 204th St., Lawson, MO

Instructor: Dawn Grant
Date: Tues., Oct. 17, 2017
Time: 7:30 p.m. – 10 p.m.
Fee: \$20

American Sign Language

For a fun, engaging, educational experience, join us, learn to speak with your hands, and listen with your eyes! Students will learn elements of conversational American Sign Language. By the end of the course, students will be able to: fingerspell words, count to one hundred, offer and exchange greetings, introduce themselves, ask and answer questions, seek and give clarification, engage in everyday conversation and even tell jokes, all without using their voice. This course consists of eight two-hour sessions.

Instructor: Christopher Patridge
Date: Tues., Aug. 22, 29, Sep. 5, 12, 19, 26 Oct 3, 10
Time: 5:00 p.m. – 7:00 p.m.
Fee: \$89 (includes book)

Basic Conversational Spanish

Have fun learning basic Spanish! This course is a general introduction to the Spanish language. You will learn basic vocabulary and common conversational phrases. In this introductory course students will learn basics like colors, numbers, grammar, and more! (8 sessions)

Instructor: Beatrice Dailey
Date: Tues., Sept. 12, 19, 26, Oct. 3, 10, 17, 24 & 31
Time: 5:30 p.m. – 7:30 p.m.
Fee: \$89

ED2GO | Write Your Life Story

Learn how to create and distribute an inspirational and professional autobiography for family, friends, and others.
Enroll at www.ed2go.com/excelsior

Fantastic Meatless Meals Workshops

Whether it's for your health, environment, or any other reason, enjoy meatless meals with your instructor. Get recipes and full instruction with meals. These are separate classes with \$8 supplies cost paid to instructor for each class.

Dates:
Thurs., Sept. 7 • Fajita Meal Makeover
Thurs., Sept. 14 • Japanese Cuisine
Thurs., Oct. 5 • Yankee Pot Roast
Thurs., Nov. 2 • Holiday Meal Makeover
Instructor: Marla DiBenedetto
Time: 6:00 p.m. – 8:30 p.m.
Fee: \$20

Putting the Garden to Bed

Tips on "closing down" the garden, overwintering plants and herbs, and making seed packets. Bring \$5 payable to instructor.

Instructor: Elizabeth Wenig
Date: Tues., Sept. 12
Time: 6:00 p.m. – 8:00 p.m.
Fee: \$20

ED2GO | Start Your Own Arts and Crafts Business

Learn how to start your own arts and crafts business from a professional artist.
Enroll at www.ed2go.com/excelsior

Aging Mastery Program®

Join the adventure!





Aging Mastery Program®

National Council on Aging

Ask about Clay
County Senior
Services Discount.

The Aging Mastery Program® (AMP) encourages *mastery*—developing behaviors across many dimensions that will lead to improved health, stronger financial security, and overall well-being. By participating in this program, you will:

- Make and maintain small but impactful changes in your health behaviors, financial well-being and enrichment in later life.
- Meet new friends, provide support and encouragement to your peers, and become more involved in your community.
- Enjoy a light meal during class.

The program will launch on **Tuesday, September 12, 2017**, but participants should be signed up by **August 25, 2017**. Classes meet at 11:30a to 1:00p on ten Tuesdays at the Senior Center located in the Excelsior Springs Community Center—**500 Tiger Drive, Excelsior Springs, MO.**

Special pricing is just \$39 for this program launch.
(This is a \$250 value.)

Limited spots available: Sign up now!



EXCELSIOR SPRINGS
AREA CAREER CENTER
Your Road to Success



Clay County
SENIOR SERVICES



FAIR HEALTH FAIR



SMITH ELDER
& BUSINESS LAW, LLC
COMMUNITY LAWYERS SERVING YOU SINCE 1988



Northland Shepherd's Center
Helping Seniors Thrive



ncoa
National Council on Aging



Please RSVP to Teresa Berry at
 (816) 630-9240 (option 1) or tberry@ga.essd40.com
 by August 25, 2017, if you are interested.

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Arts & Crafts

Unique Mini Gift Boxes

Have you ever wondered what to do with all those lovely greeting cards you've received? Tired of recycling them or just tossing them in the trash? Why not repurpose them into clever and unique gift boxes? This method works with all types and sizes of greeting cards. Pick up a new skill while amazing your friends and family with these delightful transformations. *Bring a pencil, ruler, scissors, clear tape, and a stack of old or new greeting cards.

Instructor: Barbara Britt

Date: Tues., Nov. 14

Time: 6:00 p.m. – 7:00 p.m.

Fee: \$10

Fall Mosaic Serving Tray

Enjoy creating a glass and wood fall-themed serving tray. Patterns and all materials included in supply fee. Please bring gloves. This is one tray you'll be proud to display and use. \$25 materials fee payable to instructor.

Instructor: Marla DiBenedetto

Date: Wed., Sept. 20, 27

Time: 6:00 p.m. – 8:00 p.m.

Fee: \$29

Painted Glasses & Snack Plates

Create some party or maybe just drink and snack excitement with glasses and snack plates you paint yourself. Dishwasher and food safe. Each student will paint four glasses and four plates. Patterns and all materials are included in the supply fee of \$25 payable to the instructor.

Instructor: Marla DiBenedetto

Date: Thur., Oct. 12 & 19

Time: 6:00 p.m. – 8:00 p.m.

Fee: \$29.00

Stain Glass Painting

It's fun and easy to create a faux stained glass window scene with stained glass paints and faux lead. Patterns and all materials are included in the supply fee of \$20 payable to the instructor first night of class.

Instructor: Marla DiBenedetto

Date: Wed., Oct. 18

Time: 6:00 p.m. – 9:00 p.m.

Fee: \$20

Wonderful Watercolor Workshops

Each two-week session we explore different watercolor painting techniques and will complete one painting in those two class periods. Sign up for one or all! Each two-week session is a separate sign-up. Each two-week session requires \$8 payable to the instructor for supplies.

Dates: Wednesdays

Sept. • Abstract Fall Painting: Sept. 6 & 13

Oct. • Halloween Images Painting: Oct. 4 & 11

Nov. • Thanksgiving Images Painting: Nov., 1 & 8

Dec. • Holiday Scene Painting: Dec. 6 & 13

Instructor: Marla DiBenedetto

Time: 6:00 p.m. – 8:00 p.m.

Fee: \$29 (per two-week session)

Silk Screen Holiday Cards

Enjoy making your own holiday cards this year. Learn how to use reduction silkscreen techniques to express your holiday spirit. Students will make twelve (three to four color) cards to send. All materials provided in supply fee of \$30 payable to instructor in class. Includes envelopes.

Instructor: Marla DiBenedetto

Date: Thur., Nov. 9 & 16

Time: 6:00 p.m. – 8:30 p.m.

Fee: \$29

Holiday Wreaths

Using a variety of materials including lights, bulbs, glitter and more, you can create a one-of-a-kind wreath you'll be proud to display and use for years to come. Supply fee of \$35 is payable to instructor in class.

Instructor: Marla DiBenedetto

Date: Wed., Nov. 15

Time: 6:00 p.m. – 9:00 p.m.

Fee: \$ 20

Altered Journals

Using scrapbook ephemera to cover composition notebooks. \$5 material fees payable to instructor.

Instructor: Elizabeth Wenig

Date: Tuesday, Oct. 10

Time: 6:00 p.m. – 8:00 p.m.

Fee: \$20

Farm Girl Aprons

Cute and girly aprons made from jeans. Bring your portable sewing machine, thread, one pair of old jeans, ½ yard of fabric, and scissors. \$5 supplies fee payable to instructor.

Instructor: Elizabeth Wenig

Date: Tues., Oct. 24

Time: 6:00 p.m. – 8:00 p.m.

Fee: \$20

Gift Boxes, Bows & Cards

Make paper boxes out of scrap book paper with ephemera and a bow on top with a matching gift card. Bring glue, scissors, and \$7 materials fee payable to instructor.

Instructor: Elizabeth Wenig

Date: Tues., Nov. 7

Time: 6:00 p.m. – 8:00 p.m.

Fee: \$20

ED2GO | Drawing for the Absolute Beginner

Gain a solid foundation in drawing and become the artist you've always dreamed you could be!

Enroll at www.ed2go.com/excelsior

ED2GO | Intro to Interior Design

Explore a career in interior design as you learn how to transform any room into a beautiful and functional space.

Enroll at www.ed2go.com/excelsior



Get a New Career with Online Career Training

Excelsior Springs Area Career Center, in partnership with **ed2go**, offers online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations

Visit careertraining.ed2go.com/esacc/ to explore and enroll for careers in *Health, Fitness, Legal, Computer Programming, Arts & Design, Business Programs, Computer Applications, Hospitality*, and more. For example: Paralegal, Medical Coding, Travel Agent, HVACR, Administrative Professional, Management, and more!

Financial assistance may be available – see online options.

PLEASE ENROLL EARLY

at least 10 days prior to the start date.

Computer Applications

NEW! Google Office Productivity Software

This course will include basic instruction for those just learning Google office software or those transitioning from Microsoft office products. Topics will include Google Drive, Docs, Sheets and Slides.

Instructor: Stacy Holtzclaw
Dates: Tues./Thurs., Oct. 10, 12
Time: 6:00 p.m. – 8:00 p.m.
Fee: \$39

Introduction to Computers

Learn the basics of the Windows-based computer. This course is truly an introductory course for those who have little or no experience using a personal computer. Three 2-hour sessions.

Instructor: Martin Conrad
Dates: Tues./Wed./Thurs., Sep. 5, 6, 7
Meets: 4:00 p.m. - 6:00 p.m.
Cost: \$49

Introduction to the Internet

Introduction to internet browsers for searching the World Wide Web. Learn common features such as search engines, email, on-line shopping, chat rooms, social networking sites, and more. Security issues, identity theft and cyber stalking will be discussed. **Prerequisites:** Keyboarding skills and basic knowledge of computers. Three 2-hour sessions.

Instructor: Martin Conrad
Dates: Mon./Tues./Wed., Sep 11, 12, 13
Time: 4:00 p.m. - 6:00 p.m.
Cost: \$49

Microsoft Word

Microsoft Word uses a comprehensive tool for creating documents such as letters, flyers, resumes and more. Learn common features such as menu bar, copy, paste, basic formatting, managing files, and progress into detailed formatting, inserting tables, adding pictures and captions, and more. **Prerequisites:** Keyboarding knowledge skills and basic knowledge of computers. Four 2½-hour sessions.

Instructor: Martin Conrad
Dates: Mon. through Thurs., Sep 18, 19, 20, 21
Time: 3:30 p.m. – 6:00 p.m.
Cost: \$79

ED2GO | Intro to QuickBooks Online

Use this cloud-based accounting program to record income and expenses and much more.

Enroll at www.ed2go.com/excelsior

Microsoft Excel

Microsoft Excel combines a powerful spreadsheet application within the user-friendly atmosphere of Microsoft Windows. Learn the basics of the toolbar and creating, editing, and saving worksheets, work with basic formulas and functions to calculate and return values, and progress into advanced formulas and functions to show minimum and maximum values, averages, sums, etc. Users also learn how to create forms and format data and create charts, and more. Four 2½-hour sessions.

Instructor: Martin Conrad
Dates: Mon. through Thurs., Sep. 25, 26, 27, 28
Time: 3:30 p.m. – 6:00 p.m.
Cost: \$79

Advanced Microsoft Excel

This class will add many more functions and capabilities to the ones you learned in the basic class. You will learn several of the 25 date and time functions and how you can use conditional formatting to customize your display based on date/time values. The class will cover dash boards and show you how to add form controls so you can display summary information on one page. You will learn how to add scroll bars to graphs so you can review segments of data in a window instead of scrolling the whole page from side to side. You will also learn two simple macros that allow you to protect or unprotect multiple worksheets in a workbook. Four 2½-hour sessions.

Instructor: Martin Conrad
Dates: Mon. through Thurs., Nov 13, 14, 15, 16
Time: 3:30 p.m. – 6:00 p.m.
Cost: \$79

Microsoft PowerPoint

Microsoft PowerPoint teaches essential skills to design presentations, including working with text, pictures, artistic word blocks known as “Word Art” and other basic drawing objects. Helpful tools such as spell checking

are covered in addition to the different “views” used in building a presentation.

Users also add more capabilities to presentations, including slide transition, timing, adding sound effects, inserting video clips into a presentation, and more. Four 2½-hour sessions.

Instructor: Martin Conrad
Dates: Mon. through Thurs., Oct. 9, 10, 11, 12
Time: 3:30 p.m. – 6:00 p.m.
Cost: \$79

Microsoft Publisher

Identify and apply desktop publishing tools you can use to create simple and easy documents such as fliers, brochures, greeting cards, business cards, banners and more. This course demonstrates insertion and manipulation of pictures, clip art, Word Art and other features to enhance your documents. Four 2½-hour sessions.

Instructor: Martin Conrad
Dates: Mon. through Thurs., Oct. 16, 17, 18, 19
Time: 3:30 p.m. – 6:00 p.m.
Cost: \$79

Organize Your Computer

Do you have pictures and files on your computer but you can't remember where you put them? This class will show you how to create subdirectories to sort your files so you can locate them faster and learn how to name your files so you can organize them better. You will also learn how to download pictures from your cell phones and digital cameras to your computer, give them usable names, and store them in separate folders. Additionally, you will learn about other storage devices and locations such as flash drives, external hard drives, and cloud storage. Three 2-hour sessions.

Instructor: Martin Conrad
Dates: Mon./Tues./Wed., Oct. 30, 31, Nov.1
Time: 4:00 p.m. – 6:00 p.m.
Cost: \$39



Enroll today and save! If you're age 60 or above and live in Clay County, take advantage of up to \$30 savings per semester for a class taken through the Excelsior Springs Area Career Center. Funds are limited, so sign up early before the funds are gone. Clay County Senior Services provides this savings opportunity to qualifying senior citizens. This is a great opportunity to learn something new and meet others with similar interests. Enroll today at 816-630-9240, ext. 1 or online at www.excelsiorspringsadulthood.weebly.com.

Emergency & Healthcare Career Programs

NOTE: Please enroll as soon as possible or at least 10 days prior to the start date for all EMS and Firefighter classes. Classes must meet a minimum to be held. In the event that a class does not have enough students 10 days prior ESACC may reschedule the start date or cancel a class. If ESACC cancels, refunds will be given.

Certified Nurse Assistant (CNA)

Start your medical career as a certified nurse assistant (CNA), and become highly employable in this rapidly growing healthcare field. Taught by a registered nurse and following state requirements, this training program combines a minimum of 75 hours of classroom learning and 100 hours of hands-on training in a medical care environment to prepare students to work closely with patients in long-term care facilities, hospitals, adult day care, and homes. Upon successful completion of this course students are prepared to take the state board examination (written and skills) for licensure as a nurse assistant.

Tuition includes textbook. Note: State exam and licensing fees, CPR card cost, and background check costs are not included in the tuition fee. Students must be 18 years of age and have a high school degree or equivalency, be legally employable in a long-term care facility, and other enrollment requirements. (22 sessions)

Instructor: Sandra Schmid

Start Date: Sept. 12, 2017

Time: Tues./Thurs., 5:00 p.m. – 9:00 p.m.

Fee: \$750

Emergency Dispatcher

Begin your career in emergency services as an emergency dispatcher. Upon successful completion of this 12-week course, students will earn the Basic Telecommunicator Certification required in the State of Missouri. Course instruction includes: Introduction to Public Safety Telecommunications, Liability Concerns for Dispatchers, MULES, Introduction to Crisis Intervention Training, Handling Suicidal Callers, Introduction to Police, Fire and EMS Dispatching, Amber Alert, Active Shooter and much more. Students also complete 12 hours of ride-alongs with law enforcement and 24 hours of sit-ins at area dispatch centers. Additionally, students will practice interviewing skills for oral board interviews and learn about the hiring process for dispatchers. (22 3-hour sessions)

Instructor: Tammy Fovarcik

Start Date: Aug. 22

Time: 6:00 p.m. – 9:00 p.m.

Fee: \$750

Firefighter I & II

Start your career as a firefighter. Successful completion of this course prepares you to take the Missouri Division of Fire Safety Firefighter I & II certification exams. You also receive training for certification in Haz-Mat Operations, Haz-Mat Awareness, and Vehicle Rescue Technicians. The program is based on IFSTA's Essentials of Firefighting curriculum. See our Website or call for more information and enrollment forms.

Instructor: Captain John Potter

Start Date: TBA

Time: Mon./Wed., 6:00 p.m. – 10:00 p.m. and some Sat. 8:00 a.m. – 5:00 p.m.

Fee: \$1500 plus \$200 gear rental (\$500 deposit due at enrollment)

Emergency Medical Technician-Basic (EMT-B)

This course provides both classroom and hands-on instruction, and prepares students to care for ill or injured patients in an emergency situation. You will complete required classroom hours, as well as, off-site clinical/field hours. Upon successful completion of the program, graduates are eligible to test with the National Registry of Emergency Medical Technicians (NREMT) to obtain certification. Graduates will also be eligible for licensure through the Missouri Bureau of Emergency Medical Services. Students must be 18 years of age, have a high school diploma or equivalency, and have a current and clear two-step TB test. This course is a prerequisite for the EMT-Paramedic program. See our website or call for more information and enrollment forms.

Instructor: Maria McAhan

Start Date: Oct. 4, 2017

Time: Mon./Wed., 6:00 p.m. – 10:00 p.m.

Fee: \$950 (\$400 deposit due at enrollment)

Paramedic (EMT-P)

Ready for an exciting and challenging career as a paramedic? EMT-B professionals continue advanced education and skills training. Paramedics perform pre-hospital treatment for medical emergencies. This paramedic course includes classroom hours, laboratory, clinical and field/internship activities which will total approximately 1300 clock hours and includes co-curricular anatomy and physiology. This course meets or exceeds the content and competency demands of the U.S. Dept. of Transportation-National Highway Traffic Safety Administration and the Missouri Bureau of Emergency Medical Services (MoBEMS). Upon successful completion of this paramedic course, students will be eligible to test with National Registry of EMT (NREMT) for licensing and be eligible for state licensing. Students must be 18 years of age, have a high school diploma or equivalency, and have a current, clear two-step TB test, be competent in mathematics and English, and be licensed as EMT-Basic prior to enrollment. See our website or call for more information and enrollment forms.

Instructor: Captain John Potter

Start Date: June 21, 2018

Time: Tues./Thurs., 6:00 p.m. – 10:00 p.m. and assigned Sat. from 8:00 am – 5:00 p.m.
Fee: \$5500.00 (\$1500 deposit due at enrollment)

Regarding Accreditation: The Excelsior Springs Area Career Center and Liberty Hospital Consortium for Paramedic Education paramedic program holds a Letter of Review, which is NOT a CAAHEP accreditation status, but is a status granted by the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) signifying that a program seeking initial accreditation has demonstrated sufficient compliance with the accreditation standards through the Letter of Review Self Study Report (LSSR) and other documentation. Letter of Review is recognized by the National Registry of Emergency Medical Technicians (NREMT) for eligibility to take the NREMT's Paramedic credentialing examination(s). However, it is NOT a guarantee of eventual accreditation. To contact CoAEMSP: 8301 Lakeview Parkway Suite 111-312, Rowlett, TX 75088; Phone: 214.703.8445 FAX 214.703.8992; www.coaemsp.org.

EMS Instructor Course

This 40-hour D.O.T National Standard Curriculum course is designed to prepare the participant to instruct EMS related material, prepare lesson plans, incorporate technology and various teaching techniques, along with other instructional related topics. This course is required by the Missouri Bureau of EMS for training entities and instructor accreditation. Successful completers will receive certificate of completion.

Instructor: Stacy Holtzclaw

Dates: Nov. 11, 12, 18, 19, 2017

Time: 8:00 a.m. – 6:00 p.m.

Fee: \$375

EMT-Basic Refresher (24 Hour)

This 24-hour EMT-Basic refresher course is designed to fulfill the course requirements of the National Standards of EMT Refresher Curriculum (DOT). It meets or exceeds the standards of the National Registry of EMT and MoBEMS requirements for students seeking renewal of their EMT license or to retake certification exams for licensure.

Instructor: Captain John Potter

Dates: Jan. 27, 28, 2018

Time: Sat./Sun., 8:00 a.m. – 8:00 p.m.

Fee: \$180

Paramedic Refresher (48 hour)

This 48-hour paramedic refresher course is designed to fulfill the course requirements of the National Standards of EMT Refresher Curriculum (DOT). It meets or exceeds the standards of the National Registry of EMT and MoBEMS requirements for students seeking renewal of their EMT license or to retake certification exams for licensure.

Instructor: Captain John Potter

Dates: Feb. 3, 4, 10, 11, 2018

Time: Sat./Sun., 8:00 a.m. – 8:00 p.m.

Fee: \$375

Enroll EARLY! Don't delay, enroll TODAY!

Many classes fill quickly, and excellent classes get cancelled when too many people wait until the last minute to register. Classes have minimum and maximum enrollment requirements. Sometimes just one or two people can make the difference between "GO" and "CANCEL." Ensure that the class you want to take has enough students by registering at least 10 days before the start date when possible.

How Can I Enroll?

1. **Online:** excelsiorspringsadulthood.weebly.com (or go to essd40.com, select *Community* tab, then *Adult Education*)
2. **Phone:** 816.630.9240, option 1
3. **Mail:** Send registration form and payment to: Adult and Community Education, Excelsior Springs Area Career Center, 614 Tiger Drive, Excelsior Springs, MO 64024. Make checks or money orders payable to: ESACC
4. **Email:** Email Teresa Berry at tberry@ga.essd40.com
5. **FAX:** Fax registration form to 816.630.9245
6. **Walk In:** Register in person at the Adult Ed office M-Th 1:00 p.m. to 2:30 p.m. and Fridays from 7:30 a.m. to 2:30 p.m. or call ahead to ensure the adult education coordinator is available.

PAYMENT: Checks, money orders, and cash are accepted. We currently do NOT accept debit or credit cards (exception for online Ed2Go). Checks and money orders are payable to **ESACC** at time of enrollment and before classes begin.

All classes held at the Excelsior Springs Area Career Center unless otherwise noted. The ESACC is located at 614 Tiger Drive, Excelsior Springs, MO, between the Excelsior Springs High School and the sports stadium (*refer to map on back cover*).

NEED FINANCIAL ASSISTANCE? Some classes may qualify for Full Employment Council financial assistance for eligible students in Ray, Clay, Platte, Jackson and Cass counties. Find out more at www.feckc.org. Other financial assistance may be available for qualifying students from the following: Veterans GI Bill (Go to www.gibill.va.gov), Vocational Rehabilitation, and A+ qualifiers may be eligible for funding.

COURSE ENROLLMENT FORM • Excelsior Springs Area Career Center Adult & Community Education

Name _____ Email _____

Address _____ City _____ Zip _____

Best Phone Number to Reach You (_____) _____ Age if under 18 _____

(may be required to attend with adult)

Alternate Phone Number (_____) _____

If you are requesting the Clay County Senior Services Enrichment Funding, please include age _____ & birth date _____ / _____ / _____

**Only Clay County residents 60 years of age or older qualify for this funding.*

COURSE #	COURSE NAME	CLASS DATE & TIME	FEE

Checks payable to: ESACC

Please send a separate check for each class you enroll, so if class does not make, the check can be voided and returned.

Mail payment and enrollment form to:

Excelsior Springs Area Career Center
Attn: Adult & Community Education
614 Tiger Drive
Excelsior Springs, MO 64024

If classes are cancelled due to low enrollment, you will be contacted by phone or email. Otherwise, we will see you on the first night of class!



EXCELSIOR SPRINGS
AREA CAREER CENTER
Your Road to Success

614 Tiger Drive
Excelsior Springs, MO 64024

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614 Tiger Drive, Excelsior Springs, MO 64024. Look for us between the Excelsior Springs High School and the sports stadium.

Refund Policy: Adult and Community Education reserves the right to cancel a class if sufficient enrollment is not met. Registrants will be **notified if** a class is cancelled. Please be sure to advise the office of any changes in your contact information. Full refunds will be issued for classes cancelled by the school. If you drop a class one business day before classes begin or earlier, you will receive a full refund minus a \$10 cancellation fee. No refunds will be given if the class is dropped on the starting date or after the class has begun.

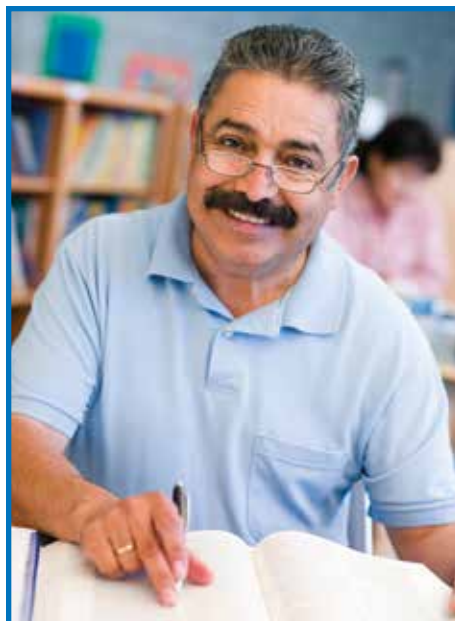
Publication Disclaimer: Every effort has been made to make this publication accurate as of the publication date; however, all policies, procedures, tuitions/fees, dates/times, and curriculum are subject to change by appropriate action of instructors, the administration, or the Excelsior Springs Board of Education. This publication is not intended to be a contract, explicit or implied and Excelsior Springs Area Career Center reserves the right to make changes regarding the information contained herein.

Date Disclaimer: Dates may fluctuate due to weather or other school district building needs or calendar

conflicts, and the off-site clinical and field experience training schedules where applicable.

Incident Weather Cancellation: All efforts will be made to contact students if classes are cancelled. Cancelled classes will be rescheduled as soon as possible. If it is not feasible to reschedule due to weather, your tuition will be returned. Decisions to cancel class are made by 2:30 p.m. If you are wondering if your class is cancelled, call the adult education office at 816.630.9240, ext. 1. We are concerned about everyone's safety. Weather cancellations will be made as soon as possible and relayed via email. It is the registrant's responsibility to ensure an active, up-to-date email is on file.

Notice of non-discrimination: Excelsior Springs School District #40 is an equal opportunity institution. No person shall, on the basis of race, sex, creed, color, disability, be subject to discrimination in employment or in admission to any educational program or activity of the school.



ENRICHMENT CLASSES

Our partnership with ed2go/excelsior.com offers online educational opportunities for a variety of interests and career starters. **It's easy as 1-2-3:**

1. Go to www.ed2go.com/excelsior
2. Browse the catalog and choose the course.
3. Enroll and pay online with credit or debit card at www.ed2go.com/excelsior.
4. Start learning!

ED2GO offers a wide range of highly interactive courses that you can take entirely over the Internet. All of the courses are led by expert instructors, many of whom are nationally known authors. These online courses are affordable, fun, fast, convenient, and geared just for you. Enroll online today at www.ed2go.com/excelsior.



Customized Training for Your Business

Does your company need employees trained in CPR, Emergency Medical Responders, or other areas? We work with you to develop training for your employees in the career areas we offer. Contact us for more information: 816.630.9240, Option 1.