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Art

Discovering Watercolor

Discover many different ways water and color can collaborate on paper. Explore blending colors, creating shapes and the illusion of texture. Step by step, students will learn to create their own masterpieces, and practice the techniques they learned at home.

Course Outline

Week One

- Lines, textures, shapes
- Paint, balloons, size, shape, shading, overlapping
- Learn to paint backgrounds

Week Two

- Learn to layer paint
- Learn to use objects: toothbrushes, blunt end of brush, wrinkled paper towels, salt
- Paint chickens / roosters

Week Three

- Stroke coordination and control
- Learn to paint leaves with single and/or multiple stroke technique

Week Four

- Mix above mentioned skills (layer, texture, shape)
- Removing paint to create depth
- Paint an octopus

Ann James

Tuesdays & Thursdays, June 1 - June 27

Gilroy Campus: AR 103

6:30 pm - 8:30 pm

\$250 + \$40 material fee to instructor

Community Education -

Visit www.gavilan.edu/ce or call 408.848.4732.





Drawing What You See

Learn to draw what you see. Using a variety of proven techniques, class exercises will help you to draw what you see, not what your mind thinks you should see. By the completion of this course, you will be drawing with confidence.

Instructor Penny Noel is a graphic designer, and has always been interested in the visual world. She admired people that could draw well but never thought she could be one of them. After taking the "Drawing On The Right Hand Side Of The Brain" course, she realized drawing was a skill just like any other skill that must be learned.

Monday & Wednesday, July 10 - July 12

Visit our website for location

6:30 pm - 8:30 pm

\$180 + \$25 material fee to instructor

Community Education -

Visit www.gavilan.edu/ce or call 408.848.4732.





Wire Wrap Jewelry

In this course students will learn to design and assemble their own jewelry. Each student will make one necklace, bracelet, and set of earrings.

Alicia Serratos has taught jewelry design for 25 years. Her vast experience allows students to understand how to best manufacture their own personal designs.

Saturday, June 24

Gilroy Campus: CDC 100

9:00 am - 2:00 pm

\$52 + \$52 material fee to instructor

Students will need a round nose cutter, nose plier and jewelry cutter, which they can bring or purchase from the instructor for an additional \$21.00.

Chandelier Earrings Class

In this course, students will learn the use of wire to wrap a set of chandelier earrings made of semi-precious stones.

Alicia Serratos has taught jewelry design for 25 years. Her vast experience allows students to understand how to best manufacture their own personal designs.

Saturday, June 24

Gilroy Campus: CDC 100

3:00 pm - 6:00 pm

\$42 + \$42 material fee to instructor

Students will need a round nose cutter, nose plier and jewelry cutter, which they can bring or purchase from the instructor for an additional \$21.00.



Community Education -

Visit www.gavilan.edu/ce or call 408.848.4732.

Fitness

Essentials of Tai Chi

The soft flowing movements of Tai Chi help people of all ages tone the body, increase concentration, and improve circulation. Gentle turning and shifting movements relieve stress and exercise every part of the body without strain. Tai Chi energizes the body and calms the mind while improving balance and flexibility.

Albert Balagso is a senior student of Tai Chi instructor, Sifu Richard Ahrens, studying with Richard for the last five years.

Tuesdays, June 6 - July 11
Visit our website for location

7:00 pm - 7:55 pm
\$200

Community Education - Visit www.gavilan.edu/ce or call 408.848.4732.



Special Interest

Stress Detox

Stress detox from Oneness (Ekam) is a 2-day meditation, 14 hour immersive experience to detox stress from body, mind and brain of the innumerable side effects and the toxicity it spreads within. With its simple yet vibrant and penetrating insights and meditations, the stress-detox program cleanses you on multiple dimensions and rewires your brain for greater positivity and energy, calm and clarity, love and power. Stress detox is designed to be a straight forward solution to mental and emotional stress for you, your family, and your organization.

My name is Carmen Kotto and I've been a public school teacher for over 30 years. I've been on a spiritual journey for about 10 years and it has taken me to Ekam in India where I have learned incredible wisdom, deep meditative practices and processes that I would like to share with others so they can begin to live a life free of stress. Before I started my journey to Ekam, I was incredibly stressed but didn't know that there was a different way to live. Now I know that I can live a life with very little stress and when it comes up, I know how to dissolve it quickly. I wish that for all of you!

Saturdays, June 17 - June 24
Visit our website for location

9:00 am - 5:30 pm
\$195 + \$25 material fee to instructor

Community Education -

Visit www.gavilan.edu/ce or call 408.848.4732.





Beekeeper For A Day

Be a beekeeper for a day and discover the fascinating world of the *Apis mellifera*, our western honey bee by learning how to be a beekeeper and sustain the honey bees. You will learn basic honey bee anatomy and biology, their caste system, and how to keep yourself protected and safe while working with the bees. You will have hands-on beekeeping experience where you will learn the hive components, essential tools, and how to inspect a colony of bees.

Sara Cutrignelli, Instructor

Saturday, May 20	10:00 am - 1:00 pm
14855 Marie Ct., San Martin, 95046	\$85
Sunday, July 15	10:00 am - 1:00 pm
14855 Marie Ct., San Martin, 95046	\$85
Sunday, August 12	10:00 am - 1:00 pm
14855 Marie Ct., San Martin, 95046	\$85



Community Education -
Visit www.gavilan.edu/ce or call 408.848.4732.



California Motorcycle Safety Program

The Motorcycle Training course is designed for beginning and experienced riders. It consists of 2 classroom sessions and 2 riding sessions totaling approximately 16 hours, to be completed in 3 days. We offer a variety of class schedules. Motorcycle and helmet are provided. Successful completion is required by the DMV for any rider under the age of 21 seeking his or her first California motorcycle license.

Motorcycle Training classes are subject to a processing fee for rescheduling or canceling less than 2 business days prior to the start of class. Due to high demand for this class, registration fees are non-refundable once class has started or if participants fail to attend class.

Register at www.2wheelsafety.com

Click on *Register Now* then choose *Gavilan College*

(510) 784-8978

Under 21: \$295

21 Years Old or Over: \$350

Mandated by the State of California to take the MTC before the DMV permit test



Business & Careers

Programa de Certificado de Conocimiento Básico de HVACR NATE Core



El programa de conocimiento fundamental de mantenimiento de HVAC es un programa completo de enseñanza en línea de HVACR lo cual incluye la calefacción, la ventilación, el aire acondicionado y la refrigeración. Está estructurado específicamente con el fin de preparar a los técnicos para aprobar el examen inicial de conocimientos fundamentales de mantenimiento de NATE y para ampliar las habilidades de los instaladores y técnicos quienes:

- Son principiantes en la industria HVACR
- Buscan seguir su aprendizaje, ampliando sus conocimientos y competencias
- Se preparan para la certificación (NATE CORE)

The HVAC Service Core course is a comprehensive online HVACR education course encompassing heating, ventilation, air conditioning, and refrigeration. The HVAC NATE Core training course is specifically structured to prepare technicians to successfully pass the initial NATE Core Service Exam and to enrich the skills of installers and technicians who are:

- Just beginning in the HVACR industry
- Continuing education for upgrading knowledge and skills
- Preparing for certification (NATE CORE) Certificación
- Examen de conocimiento fundamental de mantenimiento de NATE (NATE Core Service)

Classes start monthly

\$2945





Become a Certified Medical Billing and Coding Specialist



Medical billing and coding is a rising star in the healthcare field today. This 100% online course will prepare you to start a career in this high-demand occupation and earn the medical billing and coding professional certification that best aligns with your interest and career goals. You'll learn how to use the Healthcare Common procedure Coding System (HCPCS) and the CPT Category II and ICD-10 codes. Additionally, you'll gain hands-on practice using medical billing and coding software.

Upon course completion, you'll receive a voucher for the certification exam of your choice: CPC, CCA or CBCS.

Classes start monthly

\$2995



Ed2Go Online -

See page 35 for details.



Voice Overs . . . Now Is Your Time (Ages 18 & Up)

In what could be the most enlightening 2 hours you've ever spent, this class will show you how you can actually begin using your speaking voice for commercials, films, videos, and more. Most people go about it the wrong way. In this introductory class, you will learn about a unique, outside the box way to break into this creative, fulfilling, and potentially lucrative industry. Voice-overs can be managed on your own terms, on your own turf, in your own time, and with minimal overhead! Whether you choose to pursue voice-overs part-time or full-time, this could be the game changer you've been looking for.

Part 1: Covers background in the voiceover industry.

Part 2: Students receive personal coaching while reading a real script. Students are recorded and receive professional voice evaluations.

Part 3 (FAQ):

Do I have to be famous or have a special voice?

Do I need an agent?

Do I need to join a union?

Do I have to live in a major market?

How much do voiceovers earn?

What continuing education and tools are needed to pursue this career?

Lisa Foster's voice can be heard on commercials and narratives for such clients as: Crest Toothpaste, Olay, Cafe Appassionato, LA Weight Loss, Advanced Laser Clinics and Sleep Train.

Wednesday, June 7
Gilroy Campus: CDC 100

6:00 pm - 8:00 pm
\$49



Become a Notary Public Seminar (Ages 18 & Up)

Includes the official Notary Exam

Whether you want to boost your income, create a new job opportunity, provide a service to your community, or increase your value to your current employer, this is the perfect opportunity. In this Secretary of State approved class, you will learn how to perform valuable services by certifying or witnessing signatures on official documents. Notary skills are valuable in almost any industry: real estate, legal, medical and banking to name just a few. This class gives you the knowledge to pass the exam and practice as an effective Notary. Participants receive 2 practice tests and will take the official Notary exam directly following the class.

Registration covers the Seminar Guidebook, SOS handbook, Proof of Completion, notary application and access to the instructor’s site with additional educational materials to utilize, however this is optional. After registering, create an account to access optional study materials before your seminar at www.notarypublicseminars.com/signup.

Saturday, August 12 **8:00 am - 6:00 pm**
Gilroy Campus: SS 210 **\$110 + \$35 material fee to instructor**

The exam is scheduled on Saturday, August 12, 2023 at 4:00 pm to 6:00 pm in SS 210.

Renew Notary Seminar (Ages 18 & Up)

Includes the official Notary Exam

This Secretary of State approved class will prepare you to take the exam again by reviewing all relevant Notary law. You will take the official notary exam directly following the class. Renewing Notaries are required to take the exam and be fingerprinted again. Your commission must be current to qualify for the three-hour class. Your registration fee includes access to our pre-seminar study guides and powerpoint presentations however this is optional. After registering, create an account to access optional study materials before your seminar at www.notarypublicseminars.com/signup.

Saturday, August 12 **12:45 pm - 6:00 pm**
Gilroy Campus: SS 210 **\$55 + \$35 material fee to instructor**

The exam is scheduled on Saturday, August 12, 2023 at 4:00 pm to 6:00 pm in SS 210.

Bring the following items to take the exam:

1. Proper ID, which may be one of the following:
 - a. State-issued Driver’s license or ID card
 - b. Canadian or Mexican Driver’s license
 - c. U.S. passport or a passport issued by a foreign government
 - d. U.S. military ID card
2. 2 x 2 color passport photo
3. Check or money order for exam payable to the Secretary of State \$40, retake fee \$20. This fee is in addition to the class fee.
4. #2 pencil
5. Mask is encouraged

Must be 18+ years of age. Livescan fingerprints are required to become a notary. Serious convictions may disqualify applicants. Due to state regulations, no one will be admitted to the classroom after 8:15 a.m. You must return from breaks on time.



Become a Loan Signing Agent - Livestream

Make the most of your Notary commission by becoming a Loan Signing Agent. Whether you are in the process of obtaining your first commission or fifth, adding loan signing services gives you another stream of income. Set your own hours notarizing real estate documents including refinances, seller and buyer packages. Loan Signing Agents work with their own clients, loan signing agencies, escrow companies, real estate offices, lenders and more. Experts in the business will teach you best practices and also explain pitfalls to avoid that took them years to learn through experience. A certificate is awarded upon completion of the course. You'll learn how to:

- Successfully notarize loan documents from any lender
- Thoroughly understand your role and develop trust with your clients
- Discuss only what the law allows you to and topics to avoid
- Register with thriving Loan Signing Agencies
- Start your business with a basic marketing strategy

Prerequisite: You must have completed the 'Become a Notary Public' seminar prior to taking this class. After registering, create an account to access your livestream link at www.notarypublicseminars.com/signup. Your registration fee includes access to our pre-seminar.

Tuesday - Thursday, August 22 - August 24 **6:00 pm - 8:00 pm**
Zoom **\$110 + \$30 material fee to instructor**

Community Education -

Visit www.gavilan.edu/ce or call 408.848.4732.



Financial Strategies for a Successful Retirement

Students start the course by establishing objects related to the class and their personal finances. This class is for all levels of investors interested in retirement planning. No specific investment products are promoted.

Class 1. Financial basics, understanding compounding interest and the impact of inflation and taxes on investment returns. This sets the framework for understanding how long money needs to last in retirement.

Class 2. Retirement Income, students will gain insights into how income is received in retirement such as social security, pensions and distributions from retirement plans. There is in-depth discussion on tax efficient access to income.

Class 3. Understanding how money can be invested to counter the effects of inflation and taxes. Students participate in building stock and bond portfolios and learn how risk is evaluated. Asset allocation of assets is discussed as well as historical returns.

Class 4. Risk management and Estate Planning. Students will learn about Medicare and Medicaid as well as long term care insurance. The side effects of owning Annuities will be discussed.

Estate planning: A general discussion related to probate, wills, trust types and transferring assets to beneficiaries in a tax efficient method.

Michael McCloud has held advisory and management positions at large national investment firms over the past 22 years. He has taught this course at numerous colleges to thousands of students over the past two decades. He holds a master's degree from Harvard University as well as a master's degree in International Business from the School of Foreign Service at Georgetown University.

Visit our website for dates
Gilroy Campus: SS 206

7:00 pm - 9:30 pm
\$65 per person or \$85 per couple + \$30
materials fee to instructor

Community Education - Visit www.gavilan.edu/ce or call 408.848.4732.

Make Money as an Auto Wholesale Dealer (Ages 18 & Up)

Supplement your income buying and selling wholesale cars as a home-based business or purchase your favorite vehicles at huge discounts! You will learn six techniques that create profits and cash flow. Discover how to get your auto dealer license in 15 days. Learn how-to's, buy below wholesale prices and sell at retail prices. This class is DMV approved and you'll receive a DMV certificate of completion after you pass the class exam.

Benefits of a dealer license include:

- Dealer plates for vehicles that can be used for business or pleasure
- Get auto parts and services at wholesale prices and sales tax exemption
- Ability to travel and do business in every state
- Import and export opportunities
- Tax deductions
- Dealers DO NOT pay annual registration or smog fees on vehicles owned as inventory

Ronald Wayne Williams owns and operates an auto dealership and insurance agency. He is also a licensed DMV Dealer Education instructor.

Monday & Tuesday, May 8 - May 9
Zoom

6:00 pm - 9:00 pm
\$105 + \$25 material fee to instructor

Monday & Tuesday, July 24 - July 25
Zoom

6:00 pm - 9:00 pm
\$105 + \$25 material fee to instructor

Community Education -

Visit www.gavilan.edu/ce or call 408.848.4732.



Careers in Healthcare

Veterinary Assistant



Do you love animals? Have you ever thought about a career as a veterinary assistant? This intensive course will provide the information you need to become a productive member of a veterinary team. The course is designed for people who want to work as veterinary assistants at veterinary hospitals and for those already employed in related positions. Upon completion of the course, you will also have the opportunity to gain access to an Externship Starter Kit.

The course covers all the requirements that hospitals and veterinarians' offices look for, and more! You'll learn about every aspect of veterinary assisting, including anatomy and physiology, animal restraint, laboratory sample collection, assisting in surgery and dentistry, prescription preparation, and taking radiographs.

You'll also learn how to interact professionally with clients and gain the expertise you need to educate them about key topics in pet care, such as nutrition, vaccinations, and administering medication. The course concludes with a lesson to prepare you for the job market, in which you'll see how to create an effective resume, advance your expertise, and develop strong interview skills. You will truly learn everything you need to know to be successful in your new career.

Classes start monthly

\$2145



Ed2Go Online -

See page 35 for details.





Certified Medical Assistant Training Program

A medical assistant is a multi-skilled allied health care professional that specializes in procedures commonly performed in the ambulatory health care setting. Medical assistants perform both clinical and administrative duties and assist a variety of providers including physicians, nurse practitioners, and physician assistants. They typically work in medical offices, clinics, urgent care centers and may work in general medicine or specialty practices. This program will prepare you for the CCMA exam. This course combines 187.50 hours of classroom instruction with a 120 hour externship.

Requirements: Students must be 18 years of age or older; have proof of H.S. graduation or GED; be proficient in keyboarding; understand computing and word processing; have command of the English language and math; have internet access, printing capabilities and an email address. All eligible students must be able to pass drug and background checks.

Cancellation Policy: No refunds for this program, please choose carefully.

Starts in August. See website for schedule.

Gilroy Campus: CDC 105

\$3200 with a Payment Plan available

Students are responsible for additional costs. \$100 fee for finance plan.

Financial Assistance: Regular college Financial Aid is not applicable to this program.

You may be eligible for state funds for career training for this program!

Inquire at your local America's Job Center of California formerly known as your One Stop Career Center. Office locations are in Hollister, Gilroy, and San Jose.

Community Education -

Visit www.gavilan.edu/ce or call 408.848.4732.



Certified Phlebotomist Training Program

Certified phlebotomists work in clinical laboratories or other healthcare settings. Their main responsibility is drawing blood samples from patients according to the clinical laboratory orders. This program will prepare you for the California State Exam which will allow you to apply to Laboratory Field Services for your CPT-1. This course combines 84 hours of classroom instruction and a 40 - 80 hour externship.

Requirements: Students must be 18 years of age or older; have proof of H.S. graduation or GED; be proficient in keyboarding; understand computing and word processing; have command of the English language and math; have internet access, printing capabilities and an email address. All eligible students must be able to pass drug and background checks.

Cancellation Policy: No refunds for this program, please choose carefully.

Saturdays, July 8 - October 7

Gilroy Campus: HOB 114

8:00 am - 3:30 pm

\$3100 with a Payment Plan available

Students are responsible for additional costs. \$100 fee for finance plan.

Financial Assistance: Regular college Financial Aid is not applicable to this program.

You may be eligible for state funds for career training for this program! Inquire at your local America's Job Center of California formerly known as your One Stop Career Center. Office locations are in Hollister, Gilroy, and San Jose.

Notice for In-person Classes

- Must show proof of COVID vaccination and photo ID to instructor on the first day of class.

Pharmacy Technician



Pharmacy technicians have become indispensable to the health care industry, and it's a great time to join this growing field. Pharmacy technician classes can get you started on this fulfilling career path. You'll gain the skills and knowledge to qualify for entry-level positions in pharmacies and be prepared for national certification.

Upon completion of this course, you will be prepared to sit for the Pharmacy Technician Certification Exam (PTCE), offered by the Pharmacy Technician Certification Board (PTCB). This course also includes a voucher which covers the fee of the exam. You will also have the opportunity to apply for a 100+ hour externship.

Classes start monthly

\$2495



DIY Repairs and Remodeling

Giovanni Foggiato – Electrical Engineer, PhD from Stanford, with extensive experience in working and teaching electrical design for electronic devices and their installation. Knowledgeable in implementation of electrical components for home security, safety, entertainment, installation of outdoor lighting and electrical distribution.

Note: *Do It Yourself* is a series of two-part courses, 101 and 102. You cannot take 102 without completing 101.

Do It Yourself Basic Electrical Projects & Repairs 101

Learn the basics for electrical wiring in the home with installation of electrical receptacles, switches, and newer items to control lighting, detect presence of personnel and review of home security systems. Lecture review of tools, types of wiring, wiring routing and codes applicable for projects. Learn about installing electrical distribution outside the home. Replacement of light switches, need for GFCI and Arc-Fault (AFCI) protected receptacles. Hands-on activity of wiring receptacles, switches in home frame for power distribution and lighting control.

Wednesday & Thursday, May 10 - May 11 **7:00 pm - 9:00 pm**
Gilroy Campus: PB 20 **\$125 + \$25 material fee to instructor**

Do It Yourself Basic Electrical Projects & Repairs 102

This is a hands-on class designed to install various electrical items to enhance a home's living environment. We will review and perform:

- Wiring within enclosed walls
- Wiring for recessed ceiling lighting
- Review Installation of GFCI & AFCI breakers, service panels
- Upgrading ceilings and recessed ceiling lights, track lights, under cabinet light
- Making your home smarter with wireless thermostat control

Wednesday & Thursday, June 14 - June 15 **7:00 pm - 9:00 pm**
Gilroy Campus: PB 20 **\$125 + \$25 material fee to instructor**





Do It Yourself Basic Plumbing Projects & Repairs

Learn the basics of plumbing in addressing current home plumbing needs and problems with water delivery and drainage. We will address the design of plumbing systems with multiple fixtures and accessories for in home and outdoor irrigation. We will review materials and the assembly of plumbing systems. Students will perform hands-on plumbing installing of sinks, fabrication of copper piping and soldering exercises in class.

Giovanni Foggiato – Experienced engineer encompassing design of plumbing systems for industrial applications. Knowledgeable in materials and assembly of plumbing systems, components and applicable building codes.

Saturday, July 8
Gilroy Campus: PB 20

9:00 am - 1:00 pm
\$125 + \$25 material fee to instructor

Community Education -
Visit www.gavilan.edu/ce or call 408.848.4732.



Giovanni Foggiato – Experienced engineer with extensive knowledge in installation of ceramic tile for bathrooms, kitchens, floors and outdoor cooking facilities. Supplementary information will be provided by specialists in ceramic installations.

Note: Do It Yourself is a series of two-part courses, 101 and 102. You cannot take 102 without completing 101.

Do It Yourself Basic Tile Projects & Repairs 101

Learn how to design, layout and install tile in your home. This class covers the many materials that are available, their suitability for different applications and what is needed. Materials are analyzed to determine quantity, layout, patterns, and grout spacing. Tools to be used are presented with a hands-on fabrication of a tile based coaster. Next, the hands-on activity encompasses tiling a countertop with backsplash where underlayment is installed. Cutting of tiles is performed for fitting and patterning. Details for projects involving floors are reviewed including the underlayment, and any other requirements for a successful installation. Students will review costs for different grades of tile.

Wednesday & Thursday, July 12 - July 13 **7:00 pm - 9:00 pm**
Gilroy Campus: PB 20 **\$125 + \$25 material fee to instructor**

Do It Yourself Basic Tile Projects & Repairs 102

Continue to learn how to design a tile installation and install tile on a countertop. The applications of tile for counter tops are then covered, with the needs for framing, borders around sinks, and grouting with a more complex pattern required with edgings for a more complete installation. Details for projects involving floors are reviewed including the underlayment, and any other requirements for a successful installation. A floor is then tiled with a variety of tiles. Tile projects for wall installations will be reviewed along with wall preparation, types of materials needed, framing of the wall and layout of patterns.

Wednesday & Thursday, July 19 - July 20 **7:00 pm - 9:00 pm**
Gilroy Campus: PB 20 **\$125 + \$25 material fee to instructor**

Giovanni Foggiato – Experienced engineer with knowledge of construction and building homes.

Note: *Do It Yourself* is a series of two-part courses, 101 and 102. You cannot take 102 without completing 101.

Do It Yourself Basic Carpentry Projects & Repairs 101

Learn the basics of carpentry for making wood based items and modification within a home. This lecture and hands-on course topic will include the following:

- Review of tools and their usage for carpentry projects
- Review of materials, lumber, sheet material, fasteners, applicable to projects
- Practice cutting and shaping lumber using miter, circular and jig saws
- Practice assembly of project materials using measuring, shaping tools and fasteners
- Building of a storage shelf using saws, tools, material for shelving and supports
- Review of home projects attainable with knowledge from class such as installing of shelving, molding, adjustments to windows and doors, finishing of wood surfaces

Wednesday & Thursday, June 21 - June 22

7:00 pm - 9:00 pm

Gilroy Campus: PB 20

\$125 + \$25 material fee to instructor

Do It Yourself Basic Carpentry Projects & Repairs 102

Continue to learn the basic skills of carpentry for more complex projects, design, materials, cutting and shaping of lumber and sheet panels. This hands-on course topic will continue with the following:

- Review and practice shaping of lumber parts, straight cuts, circular patterns, angular cuts
- Development of project to make small desk
- Cutting of parts for desk, fitting of all parts readying for assembly
- Assemble desk using nail gun, tools to adjust angular fabrication

Wednesday & Thursday, June 28 - June 29

7:00 pm - 9:00 pm

Gilroy Campus: PB 20

\$125 + \$25 material fee to instructor





Career Education

Credit Classes

Choose Your Career Path

- Accounting
- Administration of Justice
- Allied Health
- Aviation Maintenance Technology
- Business
- Child Development & Educational Studies
- Computer Science Information Systems
- Construction Management
- Cooperative Work Experience
- Cosmetology & Esthetician
- Cybersecurity
- Digital Media
- Heating, Ventilation and Air Conditioning
- Water Resources Management

For more information on these programs and credit classes, visit www.gavilan.edu/CareerEd or email CareerEd@gavilan.edu.



Administration of Justice

Earn up to \$79,454 per year

The Administration of Justice Program provides a course of study to prepare students for employment in private security and public law enforcement agencies, including: state parks, municipal police, game wardens, probation officers, county deputy sheriffs, county and state correctional officers and the federal government.

For more information on the program and classes, email CareerEd@gavilan.edu.

Public Safety Training Courses

The Academy can prepare you for an exciting and rewarding career in Public Safety. Help protect and faithfully serve your community by choosing to work in the Police, Fire, Emergency Medical Services or Dispatch Profession. Have confidence and pride in knowing that you are making your community a safer and more secure place.

The Academy offers courses in assessment testing, law enforcement training, problem solving, dispatch training, fire services training, EMT training, oral board prep and corporate training.

To register for public safety training courses please contact the main office at (408) 229-4299 or visit theacademy.ca.gov.



Aviation Maintenance Technology

Classes start in August!
Earn up to \$104,950 per year

Students will have job entry skills for the following occupations: aviation mechanic, aircraft service person, repair or sales of aircraft accessories, airframe specialist. Students who have completed all of the AMT coursework will have satisfied Area B-1 of the general education requirements for the associate degree using the Gavilan College General Education pattern.

Students will learn how to successfully demonstrate the ability to pass the Federal Aviation Administration (FAA) knowledge, oral, practical and written examinations in Powerplant subjects. This will lead them to obtain the FAA powerplant mechanic certification.

Students will have a working knowledge and mechanical ability to inspect, maintain, service and repair reciprocating and turbine aircraft engines, and associated systems as specified by Federal Aviation Regulation Part 147. They will also have the ability to research and determine applicability of maintenance and regulatory data as it relates to aircraft powerplants and their airworthiness.

To register for these credit classes, apply online 24/7 at www.gavilan.edu/admit/apply.php or follow the instructions under Career Education on page 40.

**For more information on the program and credit classes,
email CareerEd@gavilan.edu.**



Child Development

Starting Salary \$47,000 per year

The Child Development program offers coursework and degrees leading to a wide range of careers with children. Students who complete the Early Childhood Education Certificate are prepared for employment in infant / toddler centers or private preschools. The School Age Certificate prepares students for employment in before and after-school centers, and recreation programs. The Child Development Teacher Permit allows students to teach in state or federally funded childcare and development programs.

Summer Classes

CD 2 Early Child Development 3 units

This course examines typical and atypical development within the psychosocial, cognitive, and physical domains from conception through the preschool years.

CD 3 Child Growth & Development During the School Years 3 units

This course examines typical and atypical development within the psychosocial, cognitive, and physical domains from middle childhood through adolescence.

To register for these credit classes, apply online 24/7 at www.gavilan.edu/admit/apply.php or follow the instructions under Career Education on page 40.

For more information on the program and credit classes, email CareerEd@gavilan.edu, phenrickson@gavilan.edu, or call 408.848.4817.



Computer Science and Information Systems

Median Salary \$133,000 per year

The Computer Science and Information Systems program offers a wide variety of classes that prepare students for exciting career opportunities. Our program is designed to provide students with a foundation for career and professional success in:

- Coding
- Microsoft Office
- Desktop Publishing
- Keyboarding Skills
- Programming
- Web Page Design
- Computer Repair
- Networking
- UNIX/Windows Operating Systems

The Associate in Science in Computer Science for Transfer Degree (AS-T in Computer Science) has been established to assist students in seamlessly transferring from Gavilan College to a California State University (CSU), with the objective of pursuing a baccalaureate degree in computer science.

Summer Class

CSIS 186 Cybersecurity: Ethical Hacking 3 units

This course emphasizes network attack methodologies with the emphasis on student use of network attack techniques and tools and appropriate defenses and countermeasures. Topics will be presented in the context of legal restrictions and ethical guidelines.

To register for these credit classes, apply online 24/7 at www.gavilan.edu/admit/apply.php or follow the instructions under Career Education on page 40.

For more information on the program and credit classes, email CareerEd@gavilan.edu.



Cybersecurity

Starting Salary \$95,000 per year

Cybersecurity Certificate of Achievement

This certificate prepares students to recognize cybersecurity threats and implement procedures to protect computers, networks, programs, and data from unintended or unauthorized access, change, or destruction. It prepares students to take the professional industry CompTIA CySA+ certification exams, which will enhance their ability to pursue a career in cybersecurity.

Students completing the Cybersecurity Certificate of Achievement will find a variety of career choices; including Computer Systems Analysts, Information Security Analysts, Cybersecurity Analyst, Security Analysts, and Incident Response Specialist.

Upon successful completion of this program, students will be able to:

- Analyze systems for evidence of abuse or intrusions.
- Perform attacks and defend against them.
- Describe common cybersecurity threats and defenses, prioritize them, and properly implement defenses such as firewalls and intrusion defense systems.

To register for these credit classes, apply online 24/7 at www.gavilan.edu/admit/apply.php or follow the instructions under Career Education on page 40.

For more information on the program and credit classes, email CareerEd@gavilan.edu.



Heating, Ventilation, and Air Conditioning

**Median Salary in the Bay Area
\$71,537 per year**

This degree or certificate is designed to prepare students to enter the Heating, Air Conditioning, and Refrigeration Technology field. Instruction includes both theory and practical application with heating, air conditioning, and refrigeration machinery and with electrical equipment, as well as the related mathematics. Students receiving the degree will have the knowledge and skills essential for employment in a variety of careers; including AC Technicians, Heating Technicians, Refrigeration Technicians, HVAC Mechanics, and HVAC Installers.

Students will learn how to problem solve, troubleshoot and perform maintenance and repair on residential and commercial heating, air conditioning, and refrigeration systems. Interpret and process wiring and pipe diagrams. Demonstrate safety, honesty, and integrity when dealing with customers and employers and when performing mechanical and electrical installations of heating, air conditioning, and refrigeration systems.

To register for these credit classes, apply online 24/7 at www.gavilan.edu/admit/apply.php or follow the instructions under Career Education on page 40.

For more information on the program and credit classes, email CareerEd@gavilan.edu.



Water Resources Management

**Classes start in late May!
Starting Salary \$90,000 per year**

Learn about exciting, rewarding and well-paying careers in the water industry through Gavilan College's Water Resources Management Program. The program provides educational courses that prepare students for certification examinations administered by the State of California as well as those administered by professional associations within the water and wastewater industry. Current instructors are experienced water and wastewater professionals, expert and up-to-date in best-of-breed industry practices.

Summer Classes

WTRM 232 Advanced Water Distribution 3 units

This advanced level course prepares students for work in a highly skilled or supervisory position in the operation of a water distribution system.

WTRM 235 Pollution Prevention 3 units

Study of the raw materials and chemicals used in industry and the changes that occur as they move through the industrial process.

To register for these credit classes, apply online 24/7 at www.gavilan.edu/admit/apply.php or follow the instructions under Career Education on page 40.

**For more information on the program and credit classes,
email CareerEd@gavilan.edu.**

Continuing Education



Our courses help students access education to achieve their career and educational goals. Continuing Education courses for Summer 2023 will be available in-person and online. Our courses are **free** and open to the community.

Classes for you

Our courses provide excellent instruction in:

- ESL
- High School Equivalency (GED/HiSet) preparation (English / Spanish)
- Citizenship preparation classes
- Short-term vocational (courses to improve employment skills)
 - Computer classes
 - Entrepreneurial / Small Business Development
 - Career preparation classes

Educación Continua

Nuestros cursos ayudan a los estudiantes a acceder educación para lograr sus objetivos profesionales y educativos. Los cursos de Educación Continua verano 2023 estarán disponibles en persona y en línea. Nuestros cursos son gratuitos y abiertos a la comunidad.

Cursos para ti

Nuestros cursos proporcionan una excelente instrucción en:

- Inglés como segundo idioma
- Preparación de equivalencia de escuela preparatoria (GED / HiSet) inglés y español
- Clases de preparación para la ciudadanía
- Vocacional a corto plazo (cursos para mejorar las habilidades de empleo)
 - Clases de computación
 - Desarrollo empresarial / de pequeñas empresas
 - Clases de preparación profesional

(408) 852-2824 or Text (408) 465-9520

Assessment Process

- Please contact our support staff to fill out an application or you can fill out one online here: www.gavilan.edu/welcome/index.php
- Our staff will schedule an appointment with you for an assessment and orientation session.
- Several things will happen during the assessment and orientation session. First, you will receive information about our program. Then, you will be interviewed and receive a score. Next you will discuss your options with our placement specialists to help you choose classes that meet your needs and goals.
- Our counselor is available at every assessment event to help with any of your concerns or questions.

During the first week of class, ESL instructors assess students to check that they are placed in the appropriate class. Sometimes, the assessment shows that a student is in a class that is too high or too low for their level. If this happens, the department chairs and Continuing Education Counselor discuss moving the student to another class. The team talks with the student so that any changes fit the student's goals and English level. This level adjustment happens with very few students, less than 5% per term.

Proceso de evaluación

- Comunícate con nuestro personal de apoyo para llenar la solicitud o igual, puedes llenar en línea tú mismo: www.gavilan.edu/welcome/index.php
- Nuestro personal programará una cita contigo para una sesión de evaluación y orientación.
- Varias cosas sucederán durante la sesión de evaluación y orientación. Primero, recibirás información sobre nuestro programa. Luego, serás entrevistado y calificado. A continuación, escucharas opciones junto con nuestros especialistas en colocación para ayudarte a elegir las clases que satisfagan tus necesidades y objetivos.
- Nuestro consejero está disponible en cada evento de evaluación para ayudarte en cualquiera de tus inquietudes o preguntas.

Durante la primera semana de clases, los instructores de ESL evalúan a los estudiantes para verificar que estén inscritos en la clase adecuada. A veces, la evaluación muestra el estudiante está en una clase que es demasiado alta o baja para su nivel. Si esto sucede, los jefes de departamento y el consejero de Educación Continua analizan el traslado del estudiante a otra clase. El equipo habla con el estudiante para que cualquier cambio se ajuste a las metas y el nivel de inglés del estudiante. Este ajuste de nivel ocurre con muy pocos estudiantes, menos del 5% por trimestre.

(408) 852-2824 or Text (408) 465-9520

We Support You

We also support students with our counselors, peer mentors, and amazing staff. Once a student, you can access additional support including food, housing, laptops, internet connections, and counseling.



Get started and contact us

Please contact the Gavilan College Continuing Education office for more information:

- visit us online: gavilan.edu/cont-ed/index.php
- by appointment at the Gavilan College main campus,
5505 Santa Teresa Blvd., Gilroy
in the Child Development Building

Apoyo

Apoyamos a los estudiantes con nuestros asesores, mentores y personal increíble. Una vez que seas estudiante, puedes acceder a apoyo adicional que incluye alimentos, vivienda, computadoras portátiles, conexiones a Internet y asesoramiento general.



Comienza y contáctenos

Comunícate con la oficina de Educación Continua del colegio Gavilan y obtén más información llamando al:

- En línea: gavilan.edu/cont-ed/index.php
- Citas previas en el campus principal:
Gavilan College
5505 Santa Teresa Blvd., Gilroy
en el Edificio de CDC

(408) 852-2824 or Text (408) 465-9520

Online Classes



Course
Fees
Start at
\$99

Anytime

Visit community.gavilan.edu or
www.ed2go.com/gavilanc for
course descriptions &
requirements



Anywhere



To register, click on the **Online Classes** link on the homepage

- One start date per month
- Most classes are 6 weeks with 12 lessons delivered Wednesdays & Fridays, although some career training programs are at your own pace and you can start anytime
- Completely online

Requirements:

- Internet / email, specific computer software maybe required. Always check our website before registering for a class to review the additional requirements.

REGISTRATION PROCESS FOR ONLINE CLASSES

1. Go to **www.community.gavilan.edu**, then from the homepage click on the **Online Courses** link
2. Click on **ed2go** for registration and class information. You can also search **CLS** or **UGotClass** to find the right class for you.
3. Search for course by title or keyword
4. Select course by clicking on **Add to Cart**
5. Select **Session Date** and click on **Continue to Checkout**
6. Sign-in under **Returning Student** or **New Student** field by creating an account
7. Make payments by clicking on **Continue to Checkout** and following directions

Business

- Digital Marketing Suite
- Start Your Own Online Business
- Administrative Assistant Suite
 - Administrative Assistant Fundamentals
 - Administrative Assistant Applications
 - Effective Business Writing
- Starting a Consulting Business
- PMP® Certification Prep 1 & 2
- Entrepreneurship Suite
 - Creating a Successful Business Plan
 - Start Your Own Small Business
 - Small Business Marketing on a Shoestring
- Start Your Own Arts & Crafts Business
- Peachtree Accounting
- Accounting Fundamentals Suite
- Project Management Suite
 - Project Management Fundamentals
 - Project Management Applications
 - High Speed Project Management
- Supervision and Management
- Start and Operate Your Own Home-Based Business
- Purchasing Fundamentals
- Customer Service
- Sales Training Suite
 - Keys to Effective Communication
 - Effective Selling
 - Professional Sales Skills
- AutoCAD
- Start Your Own Publishing Business
- Start a Consulting Business

Computing, Applications & Networking

- Computer Networking Suite
 - Introduction to Networking
 - Intermediate Networking
 - Introduction to Wireless Networking
 - Understanding the Cloud
- CoreIDRAW
- Windows
- LPI Linux Essentials Exam Prep
- Microsoft Office Value Suite
- MS Office Accounting Professional
- Microsoft Word, Excel, Power Point, Access, Project, Publisher
- QuickBooks
- PC Troubleshooting
- Home PC Security
- Creating jQuery Mobile Websites with Dreamweaver
- Linux
- Adobe Acrobat X

Accounting

- Accounting Fundamentals
- Creating a Business Plan
- Payroll Practice and Management
- Statistics
- Quickbooks Bundle

Database, Programming and Web Design

- PHP and MySQL Series
- Effective Web Content
- Responsive Web Design
- Visual Basic Series
- XML
- Mac, iPhone, and iPad Programming
- Ajax, Ruby & Java
- Database Development
- Dreamweaver

- Python
- Crystal Reports
- HTML & CSS Series
 - Introduction, Intermediate and Advanced HTML and CSS
- Access
- C++
- C# Programming Series

Healthcare

- Certificate in Legal and Ethical Issues in Healthcare
- Medical Math
- Certificate in Energy Medicine
- Certificate in Infectious Diseases and Infection Control
- Certificate in Perinatal Issues
- Become an Optical Assistant
- Explore a Career: Nursing, Dental, Medical Writing, Administrative Medical Assistant & more
- Physical Therapy Aide
- Medical Transcription
- Administrative Dental Assistant
- Certified National Pharmaceutical Representative
- HIPAA Compliance
- Human Resources for Healthcare Professionals
- Mind-Body Therapies Bundle
- Medical Terminology Series
 - Medical Terminology: A Word Association Approach
 - Medical Terminology II: A Focus on Human Disease
- Natural Health and Healing
- Nutrition and Health Bundle
- Aging and Health Bundle

Graphics & Design

- Adobe InDesign CC
- Photoshop Elements
- Flash
- Dreamweaver
- Creating WordPress Websites Series
- Illustrator
- Photography Suite

Personal Finance

- Business Finance for Non-Finance Personnel

- Real Estate Investing I & II
- Stock Trading Suite
- Personal Finance
- Real Estate Suite
 - Keys to Successful Money Management
 - Real Estate Investing
 - Real Estate Law
- Where Does All My Money Go?

Grant Writing & Nonprofit

- Nonprofit Suite
 - Introduction to Nonprofit Management
 - Marketing Your Nonprofit
 - Nonprofit Fundraising Essentials
- A to Z Grantwriting Series
 - A to Z Grant Writing
 - A to Z Grant Writing II - Beyond the Basics
- Writing Essentials
- Get Grants
- Become a Grantwriting Consultant
- Grantwriting Suite
 - A to Z Grant Writing
 - Advanced Grant Proposal Writing
 - Becoming a Grant Writing Consultant

Languages

- Conversational Japanese
- Easy English
- Speed Spanish
- Spanish for Law Enforcement; Medical Professionals
- Instant Italian
- Beginning Conversational French
- Grammar for ESL

Digital Photography.

Digital Video & Video Design

- Photography Series
 - Discover Digital Photography
 - Mastering Your Digital SLR Camera
 - Photographing People with Your Digital Camera
- Camtasia Studio 8
- Lightroom CC
- Travel Photography for the Digital Photographer
- Secrets of Better Photography

- Adobe Edge Animate
- How to Get Started in Game Development
- Digital Scrapbooking
- Make Movies with Windows XP or Vista
- 3ds Max
- Video Game Design and Development
- Photoshop CS & CC
- Final Cut Pro X

Health & Wellness

- Happy & Healthy Pregnancy
- Certificate in Food, Nutrition, and Health
- Medical Math
- Natural Health & Healing
- Certificate in Nutrition, Chronic Disease, and Health Promotion
- Certificate in Violence Prevention and Awareness

Writing & Publishing

- Fantasy Novel
- Publish & Sell Your E-Books
- Write and Publish Your Nonfiction Book
- Screenwriting
- Grammar Refresher
- Writing Young Adult Fiction
- Writing and Selling Self-Help Books
- Romance Writing Secrets
- Effective Business Writing
- Beginning Writer's Workshop
- Technical Writing
- The Keys to Effective Editing
- Business and Marketing Writing
- Writing for Children
- Mystery Writing
- Beginner's Guide to Getting Published
- Travel Writing
- Writing for ESL

Law & Legal Careers

- Employment Law Fundamentals
- Real Estate Law
- Criminal Law
- Criminal Procedure: From Arrest to Appeal
- Legal Nurse Consulting

Personal Development

- Mastering Public Speaking
- Discover Sign Language
- Reading Strategies Series
 - Ready, Set, Read
 - Guided Reading and Writing
 - Guided Reading
 - Response to Intervention
- Merrill Ream Speed Reading
- Start Your Own Edible Garden
- GRE Prep Series
- SAT/ACT Prep series
- Start Your Own Online Business

Personal Enrichment

- Guitar
- Homeschool With Success
- Interior Design
- Genealogy Basics
- Math Refresher
- Marriage and Relationships: Keys to Success
- Soft Skill Suite
 - Achieving Success with Difficult People
 - Interpersonal Communication
 - Skills for Making Great Decisions
 - Individual Excellence

Teaching Professionals

- Teaching Students with ADHD
- Teaching ESL/EFL Reading, Grammar or Vocabulary
- Blogging and Podcasting for Beginners
- Spanish for the Classroom
- Practical Ideas for the Adult ESL/EFL Classroom
- Empowering Students With Disabilities
- Singapore Math Strategies
- Microsoft Word, Excel & PowerPoint in the Classroom
- Using the Internet in the Classroom
- Enhancing Language Development

Gavilan College Main Campus



Building

Adapted Physical Education
Art
Business
Cafeteria
Child Development
Cosmetology
Early College Academy
Gym
Health Occupations
Humanities

Code

APE
AR
BU
SC
CDC
COS
GECA
GY
HOB
HU

Building

Library
Life Science
Music Hall
Physical Science
Portable Building
Security / Maintenance
Social Science
Student Center
Theater
TV Studio

Code

LI
LS
MU
PS
PB
SF
SS
SC
TH
LI

Other Locations

Hollister Briggs Building
365 Fourth Street
Hollister, CA 95023
(831) 636-3783

Registration is Easy! Here's How:

For Community Education Classes Pages 2 - 23

Online 24/7 at community.gavilan.edu and pay with Visa or Mastercard

By Mail, download an application from the website and mail to Community Education, Gavilan College, 5055 Santa Teresa Blvd., Gilroy, CA 95020

By Phone, call 408.848.4732

(You can not register a minor over the phone.)

Speak with Someone in the **Virtual Welcome Center**

cccconfer.zoom.us/j/4088484800

Courses are subject to change. Please review cancellation policy at gavilan.edu/ce before enrolling.

For Career Education Credit Classes Pages 24 - 31

Apply Online 24/7 at www.gavilan.edu/admit/apply.php

Once you have applied, **Register For Credit Classes** with your student ID# (G00...)

Online through the MyGav portal

Speak with Someone in the **Virtual Welcome Center** for help with registration, financial aid or applications at cccconfer.zoom.us/j/4088484800 or call 408.848.4800 ext. 5108.

To Schedule An Appointment

Please contact Adriana Servin at amartinez@gavilan.edu or call 408.848.4816, Monday - Thursday: 8:00 am - 5:30 pm
Friday: 8:00 am - 12:00 pm

For Continuing Education Classes Pages 32 - 34

Contact Continuing Education and someone can walk you through the enrollment and application process. Please contact Ana Rocha at arocha@gavilan.edu, 408.852.2824, or text 408.465.9520.

Póngase en contacto con la oficina de Educación Continua para guiarlo con el proceso de matriculación e inscripción. Contacte a Ana Rocha al 408.852.2824 o texto 408.465.9520 o por correo electrónico: arocha@gavilane.edu

Parking on Gilroy Campus

Do not park in staff or handicap parking spaces unless you have a permit. Parking permits not required at the Hollister or San Martin instructional sites.

Smoking

Gavilan College is a smoke and tobacco-free campus. Smoking is only permitted in designated smoking spots.