Registration is Open! / Classes Start May 20 / www.ColoradoMtn.edu

GET STARTED!
Colorado Mountain College offers several registration options, depending on your admissions status.

ONLINE
Registration for current degree-seeking students: http://basecamp.coloradomtn.edu
Registration for all other students: www.coloradomtn.edu/register

IN PERSON
Drop by our campus, located at 150 Miller Ranch Road in Edwards.
See back page of this schedule for details on registering for classes, payment, advising, and placement testing.

FIND YOUR CLASSES & REGISTER TODAY!
Summer is a great time to expand your opportunities. Start a degree or explore a new interest through classes at CMC.

TEXTBOOKS (LEARNING MATERIALS PROGRAM)
Wherever you see 📖 in this schedule, a book is required for the course. Most books and materials will be ordered for you automatically, for an included fee, when you register for your class. This is a book rental program and you must return materials at the end of the semester.

To learn more, visit www.coloradomtn.edu/textbooks. Questions? Contact us at 844.523.9056 or cmclmp@coloradomtn.edu.

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02 CREDIT CLASSES
07 ESL & GED CLASSES
08 CONTINUING EDUCATION CLASSES

SUMMER CALENDAR
Memorial Day / May 27 - Campus Closed
Independence Day / July 4 - Campus Closed

OFFICE HOURS
Monday–Thursday, 8am–6:30pm / Friday, 8am–4:30pm
*Evening closing hours vary with the academic calendar and dismissal of the latest evening class.
# Credit Class Schedule Summer 2019

### How to use this schedule:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>SYN #</th>
<th>Days</th>
<th>Start-End</th>
<th>Instructor</th>
<th>Notes</th>
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<tbody>
<tr>
<td>ART-110</td>
<td>ART APPRECIATION</td>
<td>3 CR</td>
<td></td>
<td>T</td>
<td>5/26-8/6</td>
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<td>ART-114</td>
<td>ART SAMPLER</td>
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<td>ART-162</td>
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<tr>
<td>ART-181</td>
<td>OIL PAINTING</td>
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<td>ECE-238</td>
<td>ECE CHILD GROWTH AND DEVELOPMENT</td>
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<td>ECE-240</td>
<td>ADMIN OF EARLY CHILDHOOD CARE/EDUCATION PROGRAMS</td>
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<td>ECE-256</td>
<td>WORKING W/ PARENTS, FAMILIES, &amp; COMMUNITY SYSTEMS</td>
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For Full Class Descriptions, please go online to webadvisor.coloradomtn.edu

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<tr>
<td>BUS-115</td>
<td>INTRODUCTION TO BUSINESS</td>
<td>3 CR</td>
<td></td>
<td>T</td>
<td>6/4-7/24</td>
<td>Bell</td>
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<tr>
<td>MAN-328</td>
<td>CONTEMPORARY MANAGEMENT</td>
<td>3 CR</td>
<td></td>
<td>M</td>
<td>8/5-8/31</td>
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### Culinary Arts

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<tr>
<td>CUA-18</td>
<td>VEGETABLE PREPARATION</td>
<td>1 CR</td>
<td></td>
<td>M</td>
<td>8/7-8/10</td>
<td>Rymer</td>
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<tr>
<td>CUA-126</td>
<td>BREAKFAST PREPARATION &amp; COOKERY</td>
<td>1 CR</td>
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<td>M</td>
<td>7/28-8/3</td>
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<tr>
<td>CUA-253</td>
<td>ADVANCED SEMINAR IN SAUCE</td>
<td>1 CR</td>
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<td>T</td>
<td>7/5-8/5</td>
<td>Rymer</td>
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<tr>
<td>CUA-265</td>
<td>MENU DEVELOPMENT &amp; PLANNING</td>
<td>4 CR</td>
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<td>T</td>
<td>6/19-8/5</td>
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### Developmental Studies

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<tr>
<td>CCR-092</td>
<td>COLLEGE COMPOSITION &amp; READING</td>
<td>6 CR</td>
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<td>3/28-8/4</td>
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### Program Spotlight

**SSS Peer Mentors**

Students who are helping the most, through Peer Academic Coaching, are the ones who need help the most. When a student decides to participate in PAC, we listen to and find out where they are struggling. Together we decide what resources to use. We may be coaching people on homework, referring them to the tutoring lab, or testing them just to remind them of due dates. I want to help students achieve their goals, encourage them to do their best and utilizing our campuses resources. Next semester, I hope to have more hours to meet with students.

**DIANA LOERA POMPA**

The purpose of the Peer Academic Coaching (PAC) is to help students reach academic success. We meet with students one-on-one to help them study for tests, write an essay, or check their math work. By utilizing all the resources our campus has to offer, we make sure students who may be struggling get the help they need. After learning how to navigate through my first academic year, I gained tools that I can pass onto other first generation students so they can succeed. Moving forward, I would like to see PAC help more students earlier, so they don't wait until the last minute to seek assistance. I hope to continue my work with PAC, because it can help me learn what it takes to help a student achieve their goals — something that will align with my goal of working in education when I graduate.
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<th>COURSE CODE</th>
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<th>PREREQUISITES &amp; NOTES</th>
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<tr>
<td>MAT-055</td>
<td>QUANTITATIVE LITERACY</td>
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<td>5/22-8/7</td>
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<td>MAT-025</td>
<td>DEVELOPMENTAL MATH</td>
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<td>6/1-6/8</td>
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<td>SPA-101</td>
<td>CONVERSATIONAL SPANISH I</td>
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<td>5/23-6/25</td>
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<tr>
<td>PHI-111</td>
<td>INTRODUCTION TO PHILOSOPHY</td>
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<td>5/26-6/15</td>
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<tr>
<td>COM-115</td>
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<td>ENGLISH COMPOSITION I</td>
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<td>ENGLISH COMPOSITION II</td>
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**Humanities**

- **PHI-111** INTRODUCTION TO PHILOSOPHY
  - 3 CR
  - 19435
  - TuTh 11-12:35p 6/4-8/7
  - Labkin
  - Co-requisite MAT-055.
  - College-level composition and reading placement.

**Math**

- **AAA-095** MATH HELPS
  - 1 CR
  - 19350
  - 5/26-7/25
  - Self-paced
  - Co-requisite MAT-050.

- **MAT-025** ALGEBRAIC LITERACY LAB
  - 1 CR
  - 19354
  - 5/26-7/25
  - Self-paced
  - Co-requisite MAT-055.

- **MAT-055** ALGEBRAIC LITERACY
  - 4 CR
  - 19353
  - TuTh 11-12:35p 6/4-7/25
  - Self-paced
  - Co-requisite MAT-055.

- **MAT-056** QUANTITATIVE LITERACY
  - 4 CR
  - 19322
  - TuTh 11-12:35p 6/4-7/25
  - Self-paced
  - Co-requisite MAT-055.

**College-Level Math**

- **MAT-121** COLLEGE ALGEBRA
  - 4 CR
  - 19327
  - TuTh 9:30-10:50a 6/4-8/7
  - Self-paced
  - Co-requisite MAT-056 or MAT-099.

- **MAT-135** INTRODUCTION TO STATISTICS
  - 3 CR
  - 19341
  - TuTh 10-11:20a 6/4-7/7
  - Self-paced
  - Co-requisite MAT-056 or MAT-099 with a grade of C- or higher.

- **MAT-155** INTEGRATED MATH I
  - 3 CR
  - 19344
  - M/W 11-12:20p 6/4-8/7
  - Self-paced
  - Co-requisite MAT-056 or MAT-099 with a grade of C- or higher.

**English & Communication** - For English as Second Language (ESL) classes, see page 9.

**Spanish**

- **SPA-101** CONVERSATIONAL SPANISH I
  - 3 CR
  - 19857
  - TuTh 11-12:20p 6/4-8/7
  - Self-paced
  - Co-requisite MAT-055.

**WebAdvisor**

For full class descriptions, please go online to webadvisor.coloradomtn.edu

**Program Spotlight**

**Who Utilizes the CMC Learning Lab? You Might Be Surprised!**

When you hear the term “Learning Lab” it may conjure an image of a sterile, forbidding triage ward where you turn as a last ditch attempt to salvage a grade or a class you need to graduate. However, based on an analysis conducted on the cohort of students who attended the Learning Lab, a much different picture emerged. Learning Lab students on average earned higher GPAs, took more credits, and stayed in school at higher rates than their peers who did not use the Learning Lab. This contradicts the image of the Learning Lab as strictly a place for struggling students to catch up. Clearly it is also a vital resource for them, and may play a role in creating, the most successful students. If this surprises you, perhaps it shouldn’t. The results clearly show that wherever a student falls on the spectrum of academic achievement, seeking more help can help them improve. In fact, it appears that this may be the “secret to success” for many top students. One of the largest barriers appears to be coming in the door for the first time. Just under 15% of students took advantage of the free Learning Lab services last semester. However, those who did use the resource to their tremendous benefit. So, whether you are struggling, or want to achieve more, or are doing great and just want to reinforce what you’ve learned, please come in. The door is always open! Unfortunately, there can be a stigma attached to seeking help. Some mistakenly believe that if you seek academic help, you are incapable or deficient in some way. But, the opposite is true, and supported by our research. Our research shows that the most capable students take advantage of all the resources available to them to help them succeed. Humans are fundamentally social creatures, and learning often works better as a social process. From classes as disparate as Calculus to Computer Networking to Art History, there is a consistent process to understanding unfamiliar material. Helping students work through the process of learning is the ultimate objective of the Learning Lab. We encourage you to come by the Learning Lab the next time you are on campus. You might even learn something you didn’t know you didn’t know.
Kira Sadler grew up in a family deeply passionate about conservation of the natural world and she has always strived to understand humans and their connection to the environment. Making the connection between environment and human cultures led her to study anthropology as an undergraduate at the University of Colorado at Boulder. But, she found all of her electives were environmentally focused and knew that was where her passion lay. So, when she decided to further her studies, she went to the University of Kent in Canterbury, England to study Conservation Biology as a graduate student. “I chose my graduate program because it has a unique focus on people in conservation. Our studies focused on the problems and the solutions through a human lens,” Kira said “if there’s going to be effective solutions, they must involve people more directly.” After graduate school, Kira lived in Belize for seven months, working in agroforestry and permaculture. Upon returning to the United States, she started working for the nonprofit Voices for Biodiversity, which focuses on environmental storytelling, and sharing diverse voices who speak out on behalf of other species. She now heads a human lens,” Kira said “if there’s going to be effective solutions, they must involve people more directly.” After graduate school, Kira lived in Belize for seven months, working in agroforestry and permaculture. Upon returning to the United States, she started working for the nonprofit Voices for Biodiversity, which focuses on environmental storytelling, and sharing diverse voices who speak out on behalf of other species. She now heads another of her passions. After about six months of teaching Pilates, she asked how she could bring her other passions and expertise to the school. “I have just love all of my students,” Kira said. “They have such dedication and are such great thinkers. 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WE’RE HERE TO HELP WITH COUNSELING

CMC is committed to supporting our students. Make an appointment with a CMC counselor should you need help with:

- Choosing a Major
- Investigating Career Options
- Disability Services
- Referrals to Local Mental Health Agencies
- Adjusting to College as a First Generation Student
- Balancing Work/Life/School

SUS-440 WATERSHED SCIENCE & LAND USE IMPACTS L 3 CR 19438 Tu 6p-6:50p 5/22-6/6 Tracy

OUTDOOR STUDIES

Colorado Mountain College operates under a Special Use Permit for the White River National Forest, USDA Forest Service.

For all Outdoor Studies classes, participants must be 18 before the first day of class.

OUT-102 BACKCOUNTRY NAVIGATION $ 1 CR 19205 M-Th 6p-6:50p 5/21-6/9 O’Toole
OUT-119 FLYFISHING I § 1 CR 19308 W 5p-5:50p 5/29-6/26 Pharmacist
OUT-166 SURVIVAL PLANTS IN SUMMER I 2 CR 19319 Thu 6p-6:50p 5/26-6/9 Forest
OUT-221 TOP ROPE CLIMBING § 1 CR 19328 Thu 6p-6:50p 5/26-6/9 Tucholke

Physical Activity & Recreation

Dance, stretch, strengthen with our continuing education Physical Activity classes!

SUS-440 CONSERVATION BIOLOGY L 4 CR 19444 W 6p-6:50p 5/22-6/9 Myrm
SUS-440 WATERSHED SCIENCE & LAND USE IMPACTS L 3 CR 19438 Tu 6p-6:50p 5/26-6/6 Tracy

STUDENT SPOTLIGHT

MATT KREUTZER

It was about 18 years between college semesters for Matt Kreutzer. In that time, he got married, started a family, and started working in commercial aviation. He worked his way up the corporate ladder in the aviation industry, but discovered the jobs he wanted required a business degree. He dug a little further and found that most companies require at least a bachelor’s degree for the kinds of jobs he was qualified for based on experience. So, with the support of his family, Matt decided it was time to go for it. Time to get his college degree.

Matt met with CMC counselor Sue O’Connor and enrolled full-time in the fall of 2017. This spring, he will graduate with an Associate of Business degree. He plans to continue his education, and will begin work towards his Bachelor of Business in the fall.

The 18-year hiatus helped Matt put his education into clearer focus.

“The first time I went to college, I paid tuition, and that was pretty much it,” Matt said. “This time, I came back with some maturity. It’s never too late for anyone to come back. I would say if you have the ability to come back and get an education, you should. With maturity comes self-discipline. If you can stay caught up and get your work done, you will be successful. It wasn’t nearly as difficult as I imagined.”

Matt has utilized the resources available on campus, including the Learning Lab, academic advising, and the library. He is also the Browning-Flick Scholarship recipient. The support and resources offered on campus, he says, have been helpful and kept him on track. He knows that getting his bachelor’s degree will be a heavy lift for him and his family, but he remains committed and appreciates his support system. His focus is clear and he is determined to be of service to whatever company he works for, as well as to his community.

“I just want to help people,” Matt explained. “I’ve worked for leaders who were invested in their employees, and leaders who didn’t care. I think it’s important for leadership to hold employees accountable to grow professionally and personally. So, that’s the goal, deep down, to help people be the best they can be.”
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Register Early! Each class has both a minimum and maximum number of students who may enroll. It’s best to register early to ensure your spot. Please register at least one week prior to the start of class to ensure minimum enrollment is met. Registration for all Summer classes is now open.

Lifelong learning made easier. ELEVATE. Soon you’ll be able to find your community education classes, and drop them in a shopping cart. IT’S GOING TO BE THAT SIMPLE. Coming Fall 2019

FREE TUTORING & EXPERT LIBRARY SUPPORT

We offer quality support for all students:
- Daily drop-in tutoring sessions
- Small group and online tutoring
- Successful learning workshops
- Career and academic advising
- Disability services
- Financial aid advising

The virtual library can help with:
- Research and citation
- How and where to print
- Interlibrary loans
- Navigating databases to find articles for your projects

We offer quality support for all students. Register Early! Each class has both a minimum and maximum number of students who may enroll. It’s best to register early to ensure your spot. Please register at least one week prior to the start of class to ensure minimum enrollment is met. Registration for all Summer classes is now open.

For full course requirements, description and syllabus, please visit www.ColoradoMtn.edu/online_learning.
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<td>Tap Dance With Kitty</td>
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<td>Basic First Aid &amp; CPR</td>
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Get CREATIVE!

PHOTOGRAPHY

TAKE AWARD-WINNING PHOTOGRAPHS

This is an intermediate level photography class. Take your photography to the next level and learn exactly what it takes to create award-winning images. In this four-week class you will learn:

- Eliminating the most common mistakes newer photographers make
- Capturing light
- The 12 most effective compositional elements
- Histograms
- Photographing landscapes, wildlife, children, pets, portraits, motion, silhouettes, still life, flowers, water images and more
- Night photography
- Light painting
- Handling challenging lighting conditions
- Focus stacking
- HDR images
- Equipment, gear and filters

You MUST be familiar with your camera’s menus and settings, DLSR and mirrorless cameras only - no point & shoot cameras.

ART-901-VE61

19369 W 6:30p-8:30p 7/16-7/30 VE
Mazza
Cost: $50
Refund: 7/14

IN THE FIELD W/ DIGITAL SLR

Intermediate Class - in this workshop style course, the instructor will help you to better understand the camera settings and the thought processes "in the field" while shooting certain situation subjects. You should already have basic understanding of your Digital SLR camera (aperture, ISO, shutter speed, etc.) but still need help selecting the proper "camera settings," metering, evaluating the subject, and environment. You will be asked to bring in class. Digital SLR camera, owner’s manual, camera accessories of choice (tripod is helpful), and memory stick. Shooting in the field two nights will be followed by a critique session the third night. This workshop is for lower intermediate to intermediate photographers. This class will teach you more of the program’s in-depth features made specifically for digital photographers. You’ll go step-by-step through the instructor’s tried and true photo-processing workflow using Adobe Photoshop, Camera Raw and the Develop Module from Lightroom, and Lightroom and/or Bridge’s organizational power. Take your photography to the next level and shave hours off your processing time. Go home with a solid workflow plan and an understanding of how to get the most out of Photoshop for photography.

ART-901-VE32

19372 Sa 8:30p-10:30p 7/31 VE
Gandy
Cost: $50
Refund: 7/14

LIGHTROOM FOR PHOTOGRAPHERS

Do you want straightforward, powerful ways to process your digital photos so they look their best? Are you looking for efficient tools to organize your photos as they’re easy to find? If so, this Adobe Lightroom class is for you! Spend a full day learning what you need to know to enhance the appearance of your photos in Lightroom’s Develop module, and manage your photos in Lightroom’s Library module. The instructor will provide you with practice photos and walk you through the essential steps for processing and managing digital photos in Lightroom. If you want to become proficient in the entire Adobe recommended Photographer’s Workflow, you might want to consider taking this course as well as the Photoshop for Photographers class.

ART-901-VE33

19377 F 9:30a-4:30p 7/1 VE
Gandy
Cost: $50
Refund: 7/10

PHOTOSHOP FOR PHOTOGRAPHERS

This workshop will teach you to master quick and efficient photo processing techniques for consistently professional results, as well as more in-depth layering, composing, and blending functions. If you want to go beyond Photoshop basics, this class will teach you more of the program’s in-depth features made especially for digital photographers. You’ll go step-by-step through the instructor’s tried and true photo-processing workflow using Adobe Photoshop, Camera Raw and the Develop Module from Lightroom, and Lightroom and/or Bridge’s organizational power. Take your photography to the next level and shave hours off your processing time. Go home with a solid workflow plan and an understanding of how to get the most out of Photoshop for photography.

ART-901-VE34

19407 M 5:30p-7:30p 7/5-8/5 VE
Isom
Cost: $75
Refund: 7/12

ITALIAN

BEGINNING ITALIAN

This class is for beginning students who want to speak Italian. We’ll cover basic vocabulary, grammar, and expressions used in daily situations and while traveling. Text: “Italian for Dummies,” 2nd edition.

ITA 901 VE31

20237 M 6:30p-8:45p 6/10-8/5 VE
Galliani
Cost: $75
Refund: 6/7
CPR FOR HEALTHCARE PROVIDERS

Designed for healthcare professionals, but available to the public, this CPR class is open to individuals interested in developing the ability to recognize several life-threatening emergencies, administer CPR, use an AED, and relieve choking safely and effectively. This class meets the requirements for the American Heart Association Basic Life Support certification. An individual pocket mask and test are included in the class fee. Students who successfully complete this class will receive a certification card valid for two years.

HWE-901-VE01
19000 Sa 8a-3:30p 6/9 VE
Scheider Cost: $90 Refund 5/20
HWE-901-VE02
19016 Sa 8a-3:30p 7/20 VE
Scheider Cost: $90 Refund 7/18

DIY BODY CARE PRODUCTS

Learn to make your own body care products - without a sales pitch! We’ll make two kinds of bath salts, a sugar scrub, two flavors of lip balm, and an anti-aging face cream. You’ll go home with a medicine cabinet filled with good-for-you natural products and the knowledge to make your own in the future. Please register at least one week in advance so supplies may be ordered.

HWE-901-VE32
19410 Sa 10a-3p 7/13 VE
Refund 7/9

Physical Activity & Recreation

DANCE

TAP DANCE WITH KITTY
Grab your tap or hard-sole shoes and join Kitty, our amazing dance instructor, for a fun, spirited dance class! You’ll increase your balance and find your rhythm as you shuffle-hop-step your way to fun and fitness. It will be the most fun part of your fitness routine!

DAN-901-VE31
19401 T 8:30a-9:30a 5/28-8/6 VE
Gauthre Cost: $25 Refund 5/17

PHYSICAL EDUCATION

BALLETT BARRE
Ballet Barre features a 60-minute full-body workout, combining ballet-based movements, core-focused exercises, stretching, barre and center work. You will build balance and strength. Come sweat, have fun and get strong! This is the best value for a barre workout in the area!

PED-901-VE35
19424 Th 6:30p-7:30p 6/6-8/6 VE
Miller Cost: $90 Refund 6/4

HATHA YOGA

A practice in traditional Hatha yoga. Focusing on the individual asanas (yoga postures), learning correct alignment and pranayama (breathing techniques). We will also study the eight limbs of yoga.

PED-901-VE33
19421 Th 12p-1p 5/28-8/6 VE
Axan Cost: $95 Refund 5/17

MAT PILATES
Pilates is a full-body workout - combining upper and lower body work, with a strong emphasis on the core. You’ll strengthen the muscles of your arms, hips, back, abdominals and glutes. You will see changes in a matter of weeks with consistent practice.

PED-901-VE31
19416 M-Th 8:30a-9:30a 5/28-8/6 VE
Sullivan/Sadler Cost: $95 Refund 5/17

PED-901-VE32
19420 M-Th 8:30a-9:30a 5/28-8/6 VE
Sadler Cost: $95 Refund 5/20

HEALING MOVEMENT FOR COMFORT & BALANCE

Exploring how movement can help us improve balance & agility, ease our discomfort, calm & relax us, as well as develop power, stability, and serenity. Together we will learn the foundations of Qi Gong, Tai Chi, and ‘Soft Movement.’ These are ancient art forms designed to nourish and nurture the body, mind & spirit. In the fast-paced modern world of today, we need to engage in these practices more than ever - in order to counteract stress, anxiety, disorders, physical tension, and chronic pain. Gain practical and easy-to-use tools in this study of languidity, comfort, and intention. By paying attention to how we move, we can improve upon the status quo, and potentially even regain mobility and comfort.

PED-901-VE36
20048 W 6p-7p 6/5-8/7 VE
Hann Cost: $90 Refund 6/4

HEALTH TO MINDFULNESS

Learn about how neuroscience and mindfulness intersect so you can feel less stress, and suffering; and feel more joy, kindness, compassion, and connection. We’ll discuss both informal and formal mindfulness practices, with emphasis on the five core skills of mindfulness. The skills you learn in this class can be applied immediately and require no special talent or equipment.

PED-901-VE35
19415 Sa 10a-3p 7/11 VE
Refund 7/7

Most Affordable BACHELOR’S DEGREE IN COLORADO

$8,000 LESS IN STUDENT LOANS

(than the average 4-year student in Colorado)
Running or starting a business and need to enhance your skills? Welcome to our...

SMALL BUSINESS SUCCESS CENTER

**Business Success Center**

**ACCOUNTING**

**QUICKBOOKS I**
This workshop will help new users get started with QuickBooks. You will learn how to set up a company, pay bills, write checks, create simple invoices, receive customer payments, and generate financial reports. Basic accounting terminology will also be reviewed. This class only applies to the desktop version of QuickBooks; the online version is not covered. Basic computer skills required.

**ACC-901-VE31**
19920 W 8:30a-4:30p 6/10 VE
Swain Cst:599 Refund 6/7

**QUICKBOOKS II**
This workshop will help continuing QuickBooks users increase their invoice options and provide techniques for summarizing expenses by job. Learn to add job material purchases and miscellaneous expense charges to your invoice, and how to track and bill time. Sales tax issues will also be covered, as will bank and credit card reconciliations. This class only applies to the desktop version of QuickBooks; the online version is not covered. Some computer experience required.

**ACC-901-VE32**
19922 W 8:30a-4:30p 6/10 VE
Swain Cst:599 Refund 6/10

**BUSINESS**

**PUBLIC SPEAKING & PRESENTATION SKILLS**
Get the skills and confidence you need to organize and deliver effective presentations to groups large and small. Over the course of four two-hour sessions, you will learn what it takes to be an effective public speaker, and will practice giving presentations. The instructor and participants will provide feedback so you can hone your skills.

**BUS-901-VE33**
19301 W 5:30p-7:30p 6/15-6/16 VE
Uebelacker Cst:220 Refund 6/3

**EXCEL 2016 BEGINNING**
If you work with numbers, graphs and databases, Excel will help you get things done. Practice the fundamentals of Excel, such as moving around in the spreadsheet, entering and modifying data, and formatting. We’ll also cover formulas, functions, templates, print layout, and managing workbooks. Whether you are a beginner, or someone who has been using Excel superficially for some time, this class is the place to start! Taught with Excel for Windows, but generalizable to the Mac version. Cst includes workbook: please register a week in advance. If you want to copy the class files that go with the workbook, please bring a flash drive to class.

**CIS-901-VE42**
19354 Th/F 8:30a-12:30p 5/23-5/24 VE
Hetnerowski Cst:540 Refund 5/21

**EXCEL 2016 INTERMEDIATE**
This second level class covers a range of very basic topics such as: creating and using cell and range names, using logical, date and time, and text functions; sorting and filtering data; and auditing and validating data. Additionally, we’ll learn how to create table objects and charts, apply conditional formatting, and work with pivot tables.

This class will help you take your use of Excel to the next level. Taught with Excel for Windows, but generalizable to the Mac version. Cst includes workbook: please register a week in advance. If you want to copy the class files that go with the workbook, please bring a flash drive to class.

**CIS-901-VE43**
19353 Th/F 8:30a-12:30p 6/26-7/2 VE
Hetnerowski Cst:540 Refund 6/21

**EXCEL 2016 ADVANCED**
This course is intended for students who are experienced Excel 2016 users and want to work with some more advanced Excel features. Material covered includes: performing advanced date analysis (such as LookUp functions); working with multiple worksheets and workbooks; sharing and protecting workbooks; applying data validation and formula auditing; and forecasting data. The ability to collaborate with colleagues, automate complex or repetitive tasks, and use conditional logic will put the full power of Excel at your fingertips. Taught with Excel for Windows, but generalizable to the Mac version. Cst includes workbook: please register a week in advance. If you want to copy the class files that go with the workbook, please bring a flash drive to class.

**CIS-901-VE44**
19356 Th/F 8:30a-12:30p 7/6-7/7 VE
Hetnerowski Cst:540 Refund 7/2

**MARKETING**

**INTRO TO ADOBE ILLUSTRATOR**
Learn the basics or refine your skills in this three-day studio workshop. We’ll be teaching industry-bests practices to produce clean files for vendors and customers with emphasis on mastering the pen tool, shape tools, scaling and coloring artwork to create beautiful vector graphics and logos. You will learn to customize your work environment, open files and add, edit and export art boards for print and web. If you have a laptop with Illustrator on it, please plan to bring that with you to class.

**CIS-901-VE40**
19102 MT/Th 1:30p-4:30p 5/25-5/27 VE
Waddell Cst:395 Refund 5/22

**ADOBE PHOTOSHOP - BEGINNER**
This three-night workshop is geared to those who have never used (or even opened) the Photoshop application. You will gain an understanding of the workspace environment including customizing your interface, getting familiar with the tool palettes, and becoming adept at simple editing functions. Learn how to create documents for web or print application, work with layers and type, and how to enhance your images with some simple filter adjustments. If you have a laptop with Photoshop on it, please plan to bring that with you to class.

**CIS-901-VE42**
19101 MTW 6p-9p 5/27-5/29 VE
Zuckerman Cst:540 Refund 5/24

**ADOBE PHOTOSHOP - INTERMEDIATE**
A step up from Beginning Photoshop, this workshop teaches you how to perform important editing tasks like recoloring artwork, correcting color casts, and retouching blemishes. Learn to work with images from multiple sources, become adept at navigating through panels and menus, and understand when to use adjustment layers and layer masks-features that allow you to hide part of an image, combine effects, and composite artwork. You’ll also learn how you can use the typ, brush, texture and shape tools to add more fun to your photos. Prerequisite: Beginning Photoshop CC 2015 or familiarity with the basic work environment. If you have a laptop with Photoshop on it, please plan to bring that with you to class.

**CIS-901-VE41**
19104 MTWThF 1:30p-4:30p 6/3-6/7 VE
Waddell Cst:374 Refund 6/3

**INDESIGN CC 2018 ESSENTIALS**
In this three-night studio workshop, you’ll learn how to build well-crafted print publications, interactive documents, and ebooks. The class will emphasize page layout, and tips and tricks to automate multi-page documents. You will learn to set up your work environment, use the tools palette, open files, edit page size and import images and content. Must be familiar with basic word processing software. If you have a laptop with InDesign on it, please plan to bring it with you to class.

**CIS-901-VE43**
19105 MTWThF 6p-9p 6/10-6/12 VE
Zuckerman Cst:540 Refund 6/7

**PERSONAL GROWTH**

**CAREER SUCCESS 101**
College courses import knowledge needed for a job, but don’t provide the skills needed for continued career growth. The content of this class is found in management and executive training courses provided by corporations for their most promising employees. Learn to deal with personal challenges that limit career progress, and discover the personal limitations that affect potential, and how to overcome them. Discover important secrets to interacting with your boss, peers, and competitors. Finally, find key methods to ensure success on the job and in life. The instructor is a former senior executive recognized for successful change management and visionary thinking. Book included, “Type Talk.”

**BUS-901-VE31**
19377 W 6p-9p 6/28 VE
Bowes Cst:599 Refund 6/24

**FUTURE-PROOF YOURSELF**
Concerned about the future? Do you know how will you adjust to a world driven by artificial intelligence or compete with a robot co-worker? Stressed about our politics, economic and cultural divisions, and uncomfortable with the changes? The solutions to many of our fears and anxieties about change lie within us. This class explores what the future and technology may look like, examines our personal barriers to change, and provides techniques and tools to expand our comfort and ability to perform and grow in this transformative era. Treat yourself to a class where you can learn how to increase your resiliency, adaptability, and creativity in a world changing faster by the day. Instructor is a former senior executive recognized for visionary thinking and change management. Text included, “Type Talk.”

**BUS-901-VE32**
19379 W 6p-9p 7/24 VE
Bowes Cst:599 Refund 7/22

Register Early! Each class has both a minimum and maximum number of students who may enroll. It is best to register early to ensure your spot, and we ask you register no later than one week prior to the start of class to ensure minimum enrollment is met.

Registration for all classes is now open.
Convenient professional development. Participate 24/7 Many more online classes are available! Convenient professional development. Participate 24/7

Business/Professional Development
- Business Research Certificate
- Certificate in Accounting & Finance for Non-Financial Managers
- Certificate in Data Analysis
- Certificate in Effective Surveys
- Law for Non-Lawyers
- Your Workplace, Your Employees & The Law

Human Resources
- Business Coaching Certificate
- Change Management Skills for Human Resource Professionals
- Negotiation: Get What You Want
- Supervisory & Leadership Certificate
- Using Personality Profiles for Better Work Performance
- Applying Lean Sigma Practices to HR Functions

New Media Marketing
- Digital Marketing Certificate
- Improving Email Promotions
- Boosting Your Website Traffic
- Online Advertising
- Google Analytics
- Google Apps for Business
- Inbound Marketing Certificate

Training for K-12 Teachers
- Certificate in Learning Styles
- Students with ASD (Autism Spectrum Disorder)
- Gender in the Classroom
- Generational Learning Styles

Introduction to Inbound Marketing
- Content Marketing
- Advanced Inbound Marketing
- Mastering Video Marketing
- Video Marketing
- YouTube for Business
- Podcasting

Social Media and Online Tools for K-12 Teachers
- Substitute Teacher Preparation
- Talking Circles: A Restorative Approach to Student Discipline
- Using Cell Phones in the Classroom

Many more online classes are available!

- Computer Basics: Windows 10
- Understanding the Windows Hierarchy of Folders and Files
- Understanding the Windows Hierarchy of Folders and Files
- Using Your Computer, as Well as How to Use a Variety of Applications
- By the End, You’ll Be Efficient Enough to Go Home and Work with Confidence on Your Own Computer

- Windows 7
- Windows 8
- Windows 10
- Windows 11
- MAC OS-based Programs
- INTRO TO MAC OSX
- Exploring the operating system for your Mac. Learn to manage files and folders; and save and open files by navigating the folder hierarchy. Understand basic hardware and computer operations, as well as how to manage memory and storage space. We’ll also cover the included applications: Safari, Calendar, Mail, Contacts and Finder. Basic computer skills recommended.

- CIS-901-VE37
- 19390 T 8:30a-12:30p 6/16
- Hourly Seminar
- Cost: $48
- Refund: 6/7

- Windows-based Programs
- Computer Basics: Windows 10
- Make the most of your Windows 10 experience. Windows 10 is the latest version of Microsoft’s operating system (OS) for personal computers. We’ll cover basic terminology and provide plenty of hands-on exercises. You’ll learn to navigate the Windows hierarchy of folders and files to open, save and move documents. Learn how to organize your system to reflect how you use your computer, as well as how to use a variety of applications. By the end, you’ll be efficient enough to go home and work with confidence on your own computer. If you own a laptop with Windows 10, bring it to class.

- CIS-901-VE31
- 19390 T 8:30a-12:30p 6/16
- Hourly Seminar
- Cost: $67
- Refund: 6/7

- Clean up Your Windows Computer
- Slow computer driving you crazy? Learn how to keep your Windows system running smoothly, and check for problems that may cause your hard drive to fail. You’ll learn how to delete temporary files and cookies left over from your web browsing and software updates. We’ll also cover how to install and run free anti-virus and malware programs that keep your computer safe from those threats. Finally, you’ll learn how to back up your data and create a system image so when your hard drive fails, you can recover your system with minimal effort and expense. To get the most out of class, bring your laptop with you.

- CIS-901-VE35
- 19397 T 8:30a-12:30p 5/20
- Hourly Seminar
- Cost: $48
- Refund: 5/20

Learn the latest computer programs!

Android OS for phones & Tablets
- Do more with your Android phone or tablet - whether you are a first-time user or want to learn more. Explore basic Android operations using the touch screen and learn how to customize the home screen; add and manage accounts; configure device and app settings; and use the phone features to work with contacts and send and receive texts, emails and video calls. Learn to use the calendar for scheduling appointments/tasks; browse the internet and download apps; take/favor and photos and videos; and get tips on maintaining your device. Required: Android-based smart phone or Android tablet (preferably Android 4.0 or later) with data cord.

- CIS-901-VE38
- 19397 T 8:30a-12:30p 6/1/16
- Hourly Seminar
- Cost: $58
- Refund: 5/31

Outlook 2016
- You can be more productive by fully utilizing the capabilities of Outlook. This entry-level class will teach you how to use the full power of Outlook for email, calendar, contacts, tasks and notes. By the end of class, you will be better able to organize your life. You should be familiar with using computers before signing up.

- CIS-901-VE39
- 19397 T 8:30a-12:30p 6/16/16
- Hourly Seminar
- Cost: $44
- Refund: 6/11

Finance
- Personal Finance
- Learn how to manage your personal finances so that you can build wealth, reduce or eliminate debt, and have the ability to support yourself and your family financially in every stage of life. You will not only learn how to earn more, save more and invest more, you’ll also learn how to avoid the major pitfalls that cause people to lose money. This is a life strategy class you will use for the rest of your life. And, you’ll gain knowledge that you can pass on to your children so that they can manage their money.

- FIN-901-VE31
- 19405 M 6p-8p 7/8/16
- Hourly Seminar
- Cost: $74
- Refund: 7/5

Personal Finance for Teens
- This class will introduce teens to the basic concepts of personal finance. You will learn the importance of making sound financial decisions. At the end, you will have the tools you need to ensure you are able to meet your financial goals at every state of life.

- FIN-901-VE32
- 20366 Th 6p-8p 7/14/16
- Hourly Seminar
- Cost: $74
- Refund: 7/11

“Pete Thompson and His Personal Finance Class Helped Me Find Direction in Life and Get Out of Debt!”
REGISTRATION

TO REGISTER FOR A CREDIT COURSE

Credit courses are indicated by the purple, 5-digit SYN. (Example:12345)

CURRENT STUDENTS

If you have taken credit classes in the past 10 months, you may register in person or online at: http://Basecamp.ColoradoMtn.edu

NEW STUDENTS

If you are new to CMC, or have not taken credit classes in the past 10 months, you will need to:

#1 - Apply for admission online at www.ColoradoMtn.edu/Register.
#2 - Activate your Basecamp and CMC Gmail accounts.
#3 - Register and pay for classes with Student Planning, located in Basecamp.

Visit www.ColoradoMtn.edu/Register to get started.

TO REGISTER FOR A NONCREDIT COURSE

Noncredit/Continuing Education courses are indicated by brown, 5-digit SYN # (Example:12345)

Students can register in person or online for continuing education courses. To sign up:

#1 - Go to WebAdvisor.ColoradoMtn.edu
#2 -Click on Continuing Education (brown bar)
#3 - Register by using the brown SYN # preceding your course from this class schedule, and the semester code. Payment online is required.

PAYMENT

April 22-May 8 registrations: payment and/or payment arrangements due before midnight on May 8, 2019.

May 9-August 9 registrations: payment and/or payment arrangements due before midnight the day following your registration.

TUITION & FEES

<table>
<thead>
<tr>
<th>STATUS</th>
<th>CREDIT COURSES COST PER CREDIT*</th>
<th>FEES</th>
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Textbook rental fees are $26 per credit and charged at the time of enrollment. Rental books delivered directly to you!

A flat technology fee applies each semester, based on credit load, with a maximum of $50 per semester.

If you are taking:

2CR-6.9CR - $10 fee
6CR-11.9CR - $25 fee
12+CR - $50 fee

CMC Service Area $170
In-State $180
Out-of-State $453


**300- and 400-level EDU courses have a different tuition rate. Please see the website for complete tuition information.

ACCUPLACER TESTING

Students must call the front desk staff to reserve a spot on Accuplacer testing dates and to receive study guide links. Call 970.569.2900 to reserve a spot.

ACADEMIC ADVISING

All students are strongly encouraged, including degree, certificate and career seekers to make an appointment with a college counselor. Call 970.569.2900.

DISABILITIES SERVICES

Disability Services at Colorado Mountain College assists students with disabilities with their college classes. Individuals with disabilities who attend or plan to attend CMC may receive reasonable accommodations, academic adjustments and/or auxiliary aids in order to have equal access in the classroom. Individuals seeking disability accommodations should contact Sue O’Connor, College Counselor serving students with disabilities, at 970-569-2959 or soconnor@coloradomtn.edu.

DROPS & REFUNDS

To drop a class, students must fill out a Class Add/ Drop form and submit it to the campus or login to go to Basecamp/Student Planning and drop online. To receive a refund, make sure the class is dropped by the refund date. Students that drop classes after the refund date listed in your syllabus will not receive a refund.