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arapahoe.edu/wcp
303.797.5722

LEARN.
PLAY.
GATHER.

FALL AND
WINTER
PROGRAMS
2024

Registration is Open & Easy!



Scan to get started.

Online Class Registration

For ease and convenience, register at: arapahoe.edu/wcp

New Students:

You will need to create a user profile before you can register for a class.

Returning Students:

Already have a user profile? Simply sign-in with your username and password

In-Person Registration
2nd Floor, Littleton Campus
Room 2405

Phone Registration
303.797.5722

CAMPUS ALERTS AND WEATHER CLOSURES

Scan to download.



We cannot predict Colorado weather!
If weather causes a closure, we will do our best to communicate a make-up session as timely as possible.

Policies & Procedures



Registration and Confirmation

- **Registration** — Visit arapahoe.edu/wcp to register online or call **303.797.5722** to register over the phone.
- **Confirmation** — An order receipt along with a confirmation email will be sent upon registration.
- **Welcome Email** — You will receive a welcome email, which includes a parking permit, room number, and campus maps approximately 3 to 4 business days prior to the start of your class.

Course Cancellations, Drops, and Refunds

- Students receive a 100% refund for any class which is canceled.
- Students receive a 100% refund for any drops made prior to the first class.
- Sometimes we may need to cancel a course due to insufficient enrollment. You will be called if a cancellation occurs. Remember to register early to help us avoid canceling a class. If you paid by credit card/charge, you are eligible for a refund back to the original card provided the card is still valid and the payment is not over 184 days old.
- If you paid by check or cash, refunds will be sent in the form of a check from the State of Colorado. Refunds are sent to the person who is registered for the course, which may differ from the person who paid for the course, unless other arrangements are made.

Accommodation

- Reasonable accommodation will be provided upon request if you have a disability. Please notify the Workforce & Community Programs, **303.797.5722**, a **minimum of 30 days** prior to the start date of the course. Further information and forms are available through the Disability Access Services office.

Contact Workforce and Community Programs

- Call **303.797.5722** or email wcp@arapahoe.edu – 9am-6pm, Monday-Thursday and 9am-4pm, Friday.

Locations

» **Littleton Campus**
5900 S. Santa Fe Drive
Littleton, CO 80120

» **Art and Design**
2400 W Alamo Ave.
Littleton, CO 80120

» **Sturm Collaboration Campus**
4500 Limelight Ave.
Castle Rock, CO 80109

» Scan For Campus Maps



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HOURS/CLOSURES

WCP Office Hours

9:00 AM – 6:00 PM Monday – Thursday

9:00 AM – 4:00 PM Fridays

WCP Closed/No Classes

Labor Day Holiday: 8/31 – 9/2

Thanksgiving Holiday: 11/28 – 12/1

Winter Break: 12/25 – 1/1

FALL AND WINTER PROGRAMS 2024

LEARN

PLAY

GATHER

ARTS & HUMANITIES

Academic Noncredit

Ceramics I (Academic Noncredit)

Ceramics I introduces traditional and contemporary approaches to ceramic form and processes, with an emphasis on hand building techniques, and a basic introduction to the potter's wheel. This course includes basic surface design, glaze, and kiln firing procedures.

M, W, 1:00 – 3:45 PM, 8/19 – 12/9 \$529
Art & Design Center Katie Caron

M, W, 6:00 – 8:45 PM, 8/19 – 12/9 \$529
Art & Design Center Katie Caron

Digital Photography I (Academic Noncredit)

If you love the great outdoors, capturing beautiful landscape and wildlife pictures, this class is for you! Here you'll learn about the specialized tools and equipment used to make great landscape photographs. We'll focus on traditional and cutting-edge approaches to landscape photography, and examine historic, technical, and aesthetic aspects of landscape photography through lectures, group discussions, field studies, photographic assignments, and image critiques. You'll learn to use smartphone apps for planning, techniques for capturing star trails and painting with light, using filters and Adobe Photoshop for enhancing images, and much more.

M, W, 1:00 – 2:45 PM, 8/19 – 12/9 \$529
Art & Design Center Angela Belt

Drawing I (Academic Noncredit)

If you've ever wanted to be able to draw, now's your chance! This course investigates the various approaches and media that students need to develop drawing skills and visual perception. You'll practice observational drawing with pencil, charcoal, and ink, and make accurate and creative drawings you can be proud of.

M, W, 6:00 – 8:45 PM, 8/19 – 12/9 \$529
Art & Design Center ACC Art Department



Fabrication Studio (Academic Noncredit)

NEW!

In this course, students will learn the fundamental skills for use in a fabrication studio lab in the ACC Hive Makerspace. Students will learn to use both analogue and digital methods for fabrication to take their designs from 2D to 3D constructions. Assignments will include both technical and conceptual exercises using software and tools such as 3D printing, laser cutting, cnc, and woodshop.

M, W, 9:00 – 11:45 AM, 8/19 – 12/9 \$529
Art & Design Center ACC Art Department

Figure Drawing I (Academic Noncredit)

This intermediate-level class is for people who have a foundation in drawing and want to take their skills to the next level. It introduces the basic techniques of drawing the human figure. This class uses live models to study anatomy.

Th, 1:00 – 3:45 PM, 8/22 – 12/5 \$529
Art & Design Center ACC Art Department



Interior Design Fundamentals (Academic Noncredit)

Dive into the world of design elements and principles tailored specifically for interior spaces. Explore introductory techniques, including digital board creation, popular design styles, and effective communication through visuals, writing, and speech. Gain practical skills in harmonizing materials to bring a client's vision to life and learn the art of staging a model home. Join us and unlock your creativity in the realm of interior design! Adobe Creative Cloud is required for the course. Adobe Creative Cloud Fee is \$20.

Th, 12:15 – 2:45 PM, 8/19 – 12/10 \$510
ACC Hybrid Course Jacquelin Sanders



Interior Design Fundamentals (Academic Noncredit)

Dive into the world of design elements and principles tailored specifically for interior spaces. Explore introductory techniques, including digital board creation, popular design styles, and effective communication through visuals, writing, and speech. Gain practical skills in harmonizing materials to bring a client's vision to life and learn the art of staging a model home. Join us and unlock your creativity in the realm of interior design!

Arranged, 8/19 – 12/10 \$510
Online Delilah Diamond Collins

Jewelry and Metalwork I (Academic Noncredit)

Learn how to work with metal! This course teaches the fundamentals of jewelry and metalsmithing. Projects begin with surface embellishment pieces that incorporate various surface finishes on metal, riveting, and forming. Additional projects include soldering a variety of joints, fabricating a box form, and creating a pendant with a bezel set stone.

M, W, 9:00 – 11:45 AM, 8/19 – 12/9

\$529

Art & Design Center

Amy Bailey

Printmaking I (Academic Noncredit)

Learn the foundations of printmaking from relief to intaglio, screen printing and more in this class which introduces the basic techniques and skills of printmaking as a fine art media. Instruction includes an understanding of visual concepts as they relate to prints.

Th, 9:00 – 11:45 AM, 8/22 – 12/5

\$529

Art & Design Center

Lisa DiMichele

Landscape Photography (Academic Noncredit)

Do you love the great outdoors and capturing beautiful landscape and wildlife pictures? This class is for you! In this class you'll learn all the specialized tools and equipment needed to make great landscape photographs. We'll learn to use smartphone apps for planning, techniques for capturing star trails and painting with light, using filters and Adobe Photoshop for enhancing images, and much more. Basic knowledge of photography is required (if you don't have a foundation in photography, take the Digital Photography I class first!). Your instructor, Angela Faris Belt, will guide the class on two (optional) 4-day weekend travel trips to some spectacular landscapes in New Mexico and the Western Slope.

Tu, 1:00 – 3:45 PM, 8/20 – 12/3

\$529

Art & Design Center

Angela Belt

Drafting for Interiors (Academic Noncredit)

Gain comprehensive proficiency in essential drafting techniques tailored specifically for emerging interior design professionals. Using a pencil and a creative mind, delve into technical drafting and lettering methods, master the creation of intricate interior elevations and floor plans, and hone your skills in precise dimensioning. Elevate your design knowledge as you create professional-grade drafts.

8/19 – 12/10, Arranged

\$510

Online

Dawn Viola



ACC
WORKFORCE & COMMUNITY PROGRAMS

AU PAIR CLASSES

WCP provides Au Pairs with affordable classes and opportunities that support the educational requirements of their international exchange experience.



Au pairs can take any class that meets their agency's requirements!

Look for this graphic to view au pair favorites at WCP!



ARTS & HUMANITIES

Community Art



Beginning Wheel Throwing

This adult class offers an introduction to the basic practice of wheel thrown pottery. Skills that will be covered include: wedging, centering, pulling, trimming and finishing ceramic forms with glaze. Each class will start with a specific skill-focused demonstration, and students can expect supportive guidance from our instructor.

Tu, 6:00 – 8:45 PM, 8/20 – 9/24 \$179 + supplies
Art & Design Center Emilia Ealom

Tu, 6:00 – 8:45 PM, 10/1 – 11/5 \$179 + supplies
Art & Design Center Emilia Ealom

Knitting for Everyone

Knit hats, scarves, totes, blankets and so much more. Whether you're new to knitting, it's been a while, or you want to learn new techniques, Knitting for Everyone is a knitting class for all skill levels. From casting on to weaving in ends, you'll learn how to make several beautiful projects.

The instructor has dozens of projects for you to choose from that will help you learn how to knit or go beyond the basics. This is a fun class where you set your own pace. Patterns, step-by-step instructions, and videos are available to support you in your quest to master this skill, even when you're not in class.

Give yourself the gift of knitting, a hobby for all ages. Sign up with a friend, a family member, or a neighbor and you'll have the beginnings of a knitting club.

Th, 6:00 – 9:00 PM, 10/24 – 12/5 \$169 + \$60 materials
Littleton Campus Sonia Berlinger

Sewing Machine Basics

Description: Have a sewing machine gathering dust because you just don't know where to start? Start with this class! We will go over the very basics of your machine such as how to do the most common stitches, troubleshooting tension, and how to maintain and clean it.

Sa, 10:00 AM – 2:00 PM, 8/10 \$69 + \$20 materials
Art & Design Center Lara Beckwith



Sewing & Tailoring Basics

This class will teach basic sewing skills such as buttons, hemming, and mending rips and snags. Bring your mending pile you've been putting off and join us as we learn to replace buttons, create an even hem, learn the most common repair stitches and become confident repairers!

Sa, 9:00 AM – 12:00 PM, 9/28 \$49 + \$20 materials
Art & Design Center Lara Beckwith



Watercolor Basics

Learn how to paint with watercolor. No experience necessary. This class explores the usage and application of watercolor paint. Discover how artists use the unique medium of watercolor to achieve beautiful effects! Further supplies will be discussed at first class.

Tu, 6:30 – 9:00 PM, 10/8 – 10/29 \$129 + supplies
Art & Design Center Brian Brennan

Th, 6:30 – 9:00 PM, 11/7 – 12/5 \$129 + supplies
Art & Design Center Brian Brennan

You Can Draw!

Learn to draw anything you see! This is a great observational drawing class for beginners and experienced artists alike! Discover how artists record images onto paper and utilize proven methods behind portraits, still life, and landscape drawing. Explore line, texture, and tone as you learn shading techniques. A more detailed supply list will be outlined at first class.

Th, 6:30 – 9:00 PM, 10/3 – 10/24 \$129 + supplies
Art & Design Center Brian Brennan

Tu, 6:30 – 9:00 PM, 11/5 – 11/26 \$129 + supplies
Art & Design Center Brian Brennan

Oil Painting

This course provides students with a well-rounded approach to oil paint: how it works, how to use it, and its importance to modern art and art history. Students receive an inside look into how to use oil paint effectively, as well as painting composition and the elements of art.

M, W, 5:30 – 8:00 PM, 9/4 – 9/23 \$339 + supplies
Art & Design Center Jodee Sweet-Whitehead

M, W, 5:30 – 8:00 PM, 10/23 – 11/11 \$339 + supplies
Art & Design Center Jodee Sweet-Whitehead



Acrylic Paint Pen Basics**NEW!**

Whether you create on paper, stretched canvas, canvas panels, or in sketch books, acrylic paint pens can greatly enhance your artwork. Questions you might ask: Can I use them over regular paint? How do I use them? Where do I get them? Led by Pam Roth O'Mara, abstract artist, author, and park interpreter, you'll learn basic techniques for using acrylic paint pens on different supplies and have fun doing it!

Tu, 6:00 – 8:00 PM, 9/10	\$39 + supplies
Art & Design Center	Pam O'Mara
W, 6:00 – 8:00 PM, 10/23	\$39 + supplies
Art & Design Center	Pam O'Mara
W, 6:00 – 8:00 PM, 11/6	\$39 + supplies
Art & Design Center	Pam O'Mara

Acrylic Painting | Autumn**NEW!**

Come enjoy painting with others as you create two 9x12" canvas paintings using professional grade Golden paint and mixing mediums. Color theory and principles of design will be applied to beautiful autumn themes. You may use reference photos from the instructor, or ones that you bring from home, and transfer outlines onto canvas to paint. You also have the option to paint with guided instruction as you follow the instructor. All supplies are provided in class.

W, 1:00 – 3:30 PM, 10/16	\$49
Art & Design Center	Kathleen Wucherpennig

Pretty Writing**NEW!**

Has your penmanship gotten worse over the years, has it been years since you used cursive? Come to this class if you want to learn or improve your cursive or just write pretty! Bring any writing utensil you'd like (crayons, markers, pencils, pens) and some lined paper and let's get busy! Use your pretty writing to create wedding invitations, greeting cards, event signage, certificates, or just for fun!

Th, 6:00 – 7:30 PM, 9/26 – 10/17	\$119 + supplies
Littleton Campus	Evette Goldstein

Floral Design Certificate Program

Earn a certificate in Floral Design Principles after you successfully complete this series of four consecutive classes. Classes focus on fresh flower arranging and are taught by Crystal Oleskevich, who owns her own floral business. Your instructor will submit documentation for certification once you've completed all four of the required courses. Certificates are issued by Arapahoe Community College. Courses Include: Introduction to Floral Design Principles Demonstration: Explore how to put flowers together using proven design principles. Get tips on purchasing fresh flowers and caring for flowers from your garden. Discuss the right tools and their care to create beautiful designs in this demonstration class. Concepts and Containers: Learn to create arrangements. Discuss styles including traditional, contemporary, oriental, funky, seasonal, and special events. Explore color, focal point, pop, texture, volume, and size. Make an arrangement to take home, container provided. Creating Style, Shape and Color: Learn to utilize shape and color to create a stylish arrangement for any occasion. Bring your own favorite vase or container and make an arrangement to take home. Arrangement Workshop and Critique: The culminating workshop brings your flower arranging skills together. Make an arrangement to take home.

Tu, 6:00 – 9:00 PM, 9/24 – 10/15	\$219 + \$120 materials
Art & Design Center	Crystal Oleskevich
Tu, 6:00 – 9:00 PM, 10/29 – 11/19	\$219 + \$120 materials
Art & Design Center	Crystal Oleskevich

Immersive Digital Arts**NEW!**

Explore the dynamic world of Immersive Digital Arts in this hands-on, six-week course designed for aspiring digital artists. Learn about Unreal Engine for creating 3D environments, Blender for 3D modeling and animation, and delve into video mapping techniques to project your creations onto real-world surfaces. By the end of the course, you'll combine these skills to create captivating digital art projects. Perfect for beginners and those looking to expand their digital art toolkit. Join us to turn your creative visions into immersive experiences.

Tu, Th, 6:00 – 8:00 PM, 10/8 – 11/14	\$299
Littleton Campus	Timmy Edens

ARTS & HUMANITIES

Community Art

Creative Project Workshop

NEW!

Do you have an idea for a creative project that you would like to pursue? Or maybe you would like to embark on a creative project but aren't sure where to start. In this Creative Project Workshop, we will work through the creative process to refine our ideas and advance our personally chosen creative projects in mediums such as digital photography, creative writing, knitting, sewing/quilting, and interior decorating. This workshop is designed to be fun and productive for participants at varying levels of creative ability. Weekly instruction and resources will be provided to inspire you, help you identify an idea you would like to pursue, set goals for the session, and problem-solve along the way. There will be opportunities to work independently on your project and/or engage in optional discussions and critiques. No previous experience completing creative projects is expected.

Sa, 9:30 – 11:00 AM, 10/5 – 10/26 \$89
 Art & Design Center Kim Graham

Voice-Overs...Now is Your Time!

In what could be the most enlightening webinar you've ever taken, our instructor and professional voice coach 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. In addition to online instruction, you will be given the opportunity to book a 1-on-1 script read and voice evaluation via telephone with your instructor for the following day. This class will be presented via Zoom, you will receive a link the 24 hours prior to the class.

Tu, 6:30 – 8:30 PM, 10/29 \$49
 Online Justine Reiss

Photography

Photography Club

Have a camera you don't know how to use? Or maybe you don't even have a camera? Learn how to use whatever you have to take fantastic photographs from international music photographer Curt Dennis, from basics like exposure to advanced techniques like light painting, you'll learn how to take photos that make people go, "woah".

W, 6:00 – 7:00 PM, 9/4 – 10/9 \$99
 Littleton Campus Curt Dennis
 Sa, 11:00 AM – 2:00 PM, 10/5 – 10/12 \$99
 Littleton Campus Curt Dennis

Photo Field Trip | Hudson Gardens

NEW!

Come enjoy learning among the colorful autumn beauty of Hudson Gardens at peak leaf season! You will learn creative techniques used by professional photographers that apply to all cameras. Bring a camera you are familiar with that has plenty of memory space and a charged battery or two. Elevate your photography to the next level with new skills in composition, adding depth, lighting, artistic renderings, and much more.

W, 2:00 – 4:00 PM, 9/18 \$49
 Hudson Gardens Kathleen Wucherpennig

Secrets of Better Photography

NEW!

Learn to take outstanding photos and get the best results whether you are using a DSLR, a point-and-shoot, or your phone camera. Each lesson contains exercises and assignments that will help you apply new techniques to your own camera and make a distinctive difference in your photos. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling Enrollment, 24 hours \$129
 Online Self Guided or Instructor-Moderated

Music Ensembles & Private Lessons

ACC Advanced Pop/Rock Ensemble

Join the ACC Pop/Rock Ensemble. Class is for adults. Previous playing experience required. Register at least 10 days prior to class start date.

F, 11:00 AM – 1:00 PM, 8/23 – 12/6 \$159
Littleton Campus ACC Music Department

ACC Choir

Join the ACC choir no matter what your musical ability. Class is for adults.

Tu, 7:00 – 9:00 PM, 8/20 – 12/10 \$159
Littleton Campus ACC Music Department



ACC Jazz Ensemble

Join the ACC Jazz Band. Class is for adults. Previous playing experience required. Register at least 10 days prior to class start date

Th, 6:00 – 8:00 PM, 8/22 – 12/5 \$159
Littleton Campus ACC Music Department

ACC Pop/Rock Ensemble

Join the ACC Pop/Rock Ensemble. Class is for adults. Previous playing experience preferred. Register at least 10 days prior to class start date.

F, 1:00 – 2:55 PM, 8/23 – 12/6 \$159
Littleton Campus ACC Music Department

ACC String Orchestra

Join the ACC Orchestra. Class is for players age 12 to adult. Previous playing experience required. Register at least 10 days prior to class start date.

M, 5:30 – 7:30 PM, 8/19 – 12/16 \$159
Littleton Campus ACC Music Department

Private Music Lessons

Private Brass, Private Drums, Private Guitar/
Electric Bass, Private Low Brass, Private Piano,
Private Strings, Private Trumpet, Private Voice,
Private Woodwinds



5 hours, Arranged between 8/19 – 12/10 \$299
Littleton Campus ACC Music Department



Communication & Leadership

If the title of this course interests you, then something in you cares about great leadership. We need great leaders in our workforce right now. Whether you are currently managing a team, would like to be a manager in the future, or are just interested in self-exploration, this course is for you. By the end of the program, you will know your leadership style and how to position yourself as a great leader who stands out from the rest. Learn the current trends and most desirable leadership qualities companies are looking for today. Thorough understanding of leadership theories and various leadership models/styles. Identify and understand your specific leadership style(s) and how to be influential in the workplace. Understand the relationship between the success of a great leader and emotional intelligence (backed by science). Learn how to foster trust and growth within your team through action forward and accountability plans that positively impact your team's bottom-line. Learn through real-life case studies.



Ever felt that hesitation when you wanted to speak up and fear held you back? Would you like to be a more effective communicator at work or socially? In this class you will learn the secrets behind speaking anxiety and hesitation. Through engaging discussions and practical exercises, you'll walk away with the ability to silence self-doubt, speak with confidence, and navigate any communication scenario with ease. This psychology-based class will teach you to take control of your narrative and embark on a journey to become a confident communicator. Enroll now and discover the power of your voice!



Let's build on the techniques we learned in Confidence Conversations. This continuing class will uncover more secrets behind your speaking anxiety and hesitation. Through engaging discussions, hands-on exercises, and role playing, you'll walk away with the ability to silence self-doubt, speak with confidence, and navigate any communication scenario with ease. We'll continue to learn psychology-based tools and systems to become a confident communicator. Enroll now and discover the power of your voice!

Mastering Conflict Resolution, Difficult Conversations and Assertive Communications

Mastering conflict resolution, difficult conversations and assertive communications are skills all employers want. By the end of the course, you will approach these conversations with your boss, employees, friends and family with confidence and assurance. You will also notice how the relationships in both your professional and personal life become strengthened due to these communication skills.

- Learn and practice how to approach conflict resolution and difficult conversations in both your professional and personal life.
- Identify your conflict style and how the five conflict styles are all useful depending on the situation.
- Know the difference between healthy conflict versus unhealthy conflict and how to approach each.
- Learn and practice how to be an assertive communicator and techniques to keep things constructive.
- Set healthy boundaries in your personal and professional environments.
- Learn and receive resource frameworks and approaches to communications that will build your confidence and foster trust in your relationships.

W, 6:00 – 8:00 PM, 9/4 – 9/25	\$249
Online	Jennifer Gance

Introverts Unite! Embracing Your Quiet Strength to Thrive as an Introvert

NEW!

Did you know Bill Gates, Lady Gaga, Meryl Streep, and even Michael Jordan are all introverts? How did they overcome the fear, the hesitation, and the anxiety to speak and perform publicly? In this class we're going to dive deep into your unique strengths, your "secret sauce," and reveal the superpowers that make you, YOU. You will walk away with tools and techniques based in science and psychology to harness your introverted strengths, navigate society, effectively communicate, and THRIVE in a world that's waiting for your quiet brilliance. Enroll now and discover your superpower!

Sa, 11:00 AM – 12:30 PM, 10/26 – 11/16 \$129
Littleton Campus Cathy Reilly

Entrepreneurship

Starting and Building Right: A Two-Part Guide to Business Setup and Growth

NEW!

Dive into the essentials of starting and running a business with our two-part course designed for both budding entrepreneurs and established business owners. In the first part, "Setting the Foundation," we focus on guiding you through the proper setup and understanding of crucial legal documents necessary for launching your venture. You'll gain clarity on business structures, essential contracts, and compliance, ensuring you start on solid ground. Transitioning into the second part, "Running and Growing Your Business," we shift gears to explore strategies for protecting your business assets and fostering growth. From risk management to scaling strategies, this course empowers you to navigate the challenges of business operations with confidence, paving the way for sustainable success.

Tu, 6:00 – 8:00 PM, 9/10 – 9/17 \$59
Littleton Campus Stephanie Dahl
W, 2:00 – 4:00 PM, 10/23 – 10/30 \$59
Littleton Campus Stephanie Dahl

Business and Marketing Writing

NEW!

Expand your writing skills and learn to create copy that achieves business and marketing goals. This course will help you use the power of writing to present a solid, cohesive message to your target audience and improve your chances of getting hired or promoted. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 24 hours \$135
Online Instructor-Moderated

Soft Skills Suite

NEW!

Soft skills enable you to interact and engage with others to fully utilize your hard skills. This series will help you learn the secret to achieving successful working relationships with people you perceive to be difficult and how to better communicate with others by conscious and unconscious codes. You'll also discover the steps needed to make great decisions so that you can make the most of every opportunity. Bundle includes: Achieving Success with Difficult People, Interpersonal Communication, Skills for Making Great Decisions, and Individual Excellence. Call 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 96 hours \$495
Online Self-Guided or Instructor-Moderated

Agile Project Management (Ace Credit)

NEW!

This online course introduces learners to Agile methods of project management. Beginning with an introduction to the core philosophy of Agile and the basic structure of an Agile project, the following modules address specific challenges that may be encountered by teams using Agile, best practices for integrating Agile methods into Waterfall environments, and the principles of Scrum, one of several specialized Agile methods. The self-paced course offers an assortment of interactive exercises, videos, selected readings, case studies, and self-assessments that engage students and provide opportunities to practice their project management skills in an Agile context. We'll cover Introduction to Agile, Principles of Scrum, Challenges of Agile Teams, and Integrating Agile into a Waterfall Environment. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling Enrollment, 32 hours \$695
Online Self-Guided

Entrepreneurship (continued)

NEW!

Rolling enrollment, 9 hours
Online

\$249
Self-Guided

NEW!

Rolling Enrollment, 24 hours
Online Self G

4 hours \$135
Self Guided or Instructor-Moderated

Discover the best copy/paste, drag and drop website builders that will meet your needs and create an appealing, modern, dynamic, small business website. Included is a complete comparison review of the top Website and E-commerce Store builders. Determine proper planning and layout with an attention-grabbing Initial Focal Point. Learn Search Engine Optimization (SEO), Social Media Marketing, and the Tips and Traps, Dos and Don'ts of website design. Discover the #1 secret to a successful website! Taught by a multi-award-winning instructor and published author from Seattle. Lecture, Zoom class.

Tu, 6:00 – 9:00 PM, 11/19
Online

\$79
Kevin Boyd

Get rid of your ‘stuff’ and get paid! There are several phone apps and platforms that provide an excellent way for you to generate revenue by selling your unwanted used items or by creating a new e-commerce business. This class presents the most popular yet easy-to-use apps for each of the top categories including Furniture, Electronics, Clothing, Books, Art, and more. Learn which used items sell best and what can’t be sold. Includes photography tips, pros and cons, dos and don’ts, tips and strategies, costs and how you get paid. So, determine which apps are the best match for the items you want to sell.

Th, 6:00 – 9:00 PM, 11/21
Online

\$79
Boyd



Discover if your item will sell or not in just one minute! Learn how to create a seller account, pre-listing preparation, create a listing, upload photos, accept online payments, and determine shipping costs. Includes insider Tips, Tricks and Traps, what to sell and not to sell, where to get FREE shipping supplies and FREE home pickup. Learn proven listing strategies that get the most clicks, draw the highest bids, beat your competition and close the sale. Covers eBay marketplace research, and how to create a profitable niche. Includes photography tips that will make your items pop. Plus, how to sell antiques, collectibles and large items you don't want to ship. Taught by a multi-award-winning instructor and published eBay author from Seattle. Lecture, Zoom class.

M, W, 6:00 – 9:00 PM, 11/18 – 11/20
Online

\$99
Kevin Boyd

CODING BOOTCAMPS

Front End Software Developer

Front End Software Developers build the pieces of applications and websites that users see and interact with. This involves creating components that look good and provide functionality when a user interacts with them. It also involves interacting with Back End applications and displaying data in an aesthetically pleasing manner. If you enjoy creating something visually appealing or seeing great results come from what you create the Front End program will be a great fit for you.

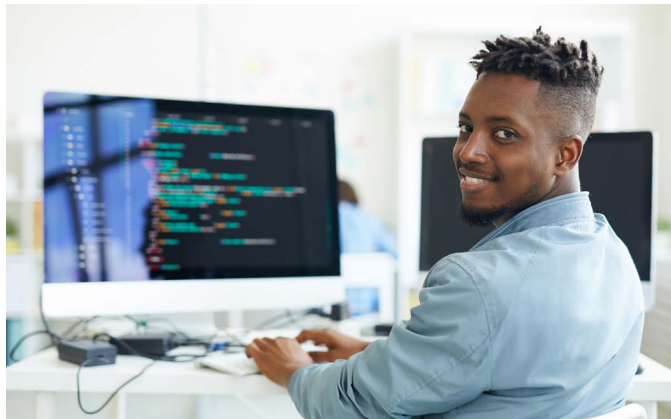
Monthly start dates, August – December 7:00 – 8:30 PM
Online 18 weeks (once per week) \$4,299



Back End Software Developer

Back End Software Developers are in charge of building applications that do the behind-the-scenes work. This typically involves receiving requests from a Front End application, processing the request, reading and writing to a database, and responding back to requests from other applications. If you enjoy working with data, defining and optimizing processes, and knowing how things work behind the scenes, the Back End program will be a great fit for you.

Monthly start dates, August – December 7:00 – 8:30 PM
Online 18 weeks (once per week) \$4,299



Digital Marketing Bootcamp

The Digital Marketing program is designed to help students with an interest in marketing create a portfolio and begin an entry level position in the digital marketing field. The curriculum is a project-based course that blends marketing theory, critical thinking skills, and practical experience to prepare students for an entry-level position in a growth industry. Students will become proficient in advertising platforms such as Facebook, Google, Instagram, X, and LinkedIn.

Our program provides a fast-paced, detailed curriculum with a full-breadth of digital marketing knowledge in order to be a competitive applicant in an ever-growing job market. Digital Marketing jobs are growing 112% faster than the U.S. national average job growth. Upon completion of the program students will be equipped with the tools to be successful at jobs such as marketing coordinator, social media advertising coordinator, branding coordinator, junior UX designer, and more.

Monthly start dates, August – December 7:00 – 8:30 PM
Online 16 weeks (once per week) \$4,299



Big Data Engineering Boot Camp

The Big Data Engineering Program is designed to introduce the technically inclined student to the technologies and methodologies requested by hiring companies and used by real world data engineers. This program is fast paced and will cover a breadth of technologies, including Python programming, Hadoop and cloud-based services in Amazon Web Services (AWS). The student will also be introduced to such methods as data wrangling, munging, ingesting, and modeling for analytics. By the end of the program, the successful student will be prepared for an entry level position as a data engineer, Python programmer, or business intelligence developer.

Tu, 8/27/2024 – 3/18/2025 \$5,299
Online 26 weeks (once per week) Promineo Tech



COMPUTER SKILLS

Computer Basics

If you have little or no experience with personal computers and want to learn the basics, this class is perfect for you. Explore the main components of a typical computer system and the basic elements of the Windows interface. Navigate in Windows Explorer, organize files and folders, search for items on a computer, and personalize Windows. Learn to use an Internet browser and explore tips for routine maintenance. A textbook is included in the price of this course.

Tu, Th, 6:00 – 8:00 PM, 10/15 – 10/24 \$169
Littleton Campus Michael Thomas

**The instructor was fabulous.
He devoted time to every
student to make sure that they
were making progress and
understood everything that
was being presented.”**

~ Computer Basics Student

Adobe Photoshop CC

This course is designed for aspiring creatives seeking to master image editing, retouching, and digital art creation. You'll explore the ins and outs of Photoshop 2023, from navigating the interface to using advanced tools and techniques. You will dive into layers, selections, masks, typography, and even video editing. Get ready to build a wide range of skills, such as color correction, compositing, vector drawing, working with Camera Raw, and mastering Photoshop's AI-powered Neural Filters. By the end of this course, you'll be equipped with the know-how to create stunning visuals for personal projects or professional work, whether you're a graphic designer, photographer, or digital artist. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 32 hours \$375
Online Self-paced

Keyboarding

Become faster and more confident at the keyboard. This course will help you learn how to touch-type the alphabetic, numeric, and symbol keys; create, save, and edit word processing documents; and successfully take a timed writing test during a job interview. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll!

Rolling enrollment, 24 hours \$129
Online Self-Guided or Instructor-Moderated

Cybersecurity Bootcamp

This online bootcamp program is designed for career transitioners to begin their journey into cybersecurity career paths. The course provides initial preparation and career context for achieving cybersecurity certifications as well as providing skill development in a subset of the NICE workforce framework for cybersecurity.

M, 6:00 – 8:00 PM, 9/9 – 11/22 \$3,995
Online Steve Beaty

Master Quickbooks

Master QuickBooks Online with ease in our intensive six-week certification course. Navigate the software effortlessly and grasp bookkeeping essentials, including account setup, transaction categorization, and report generation. Whether launching a career or upgrading skills, this comprehensive course equips you for success in the world of bookkeeping. This course also prepares you for the QuickBooks Certified User exam, taken in class.

M, W, 11:00 AM – 1:00 PM, 9/30 – 11/6 \$1,999
Littleton Campus Auriel Ramsey

Microsoft Programs

Microsoft Excel 2019 & 365 Level 1

Microsoft Excel Level 1 teaches some of the most essential introductory skills for using the Excel app. Introductory topics include identifying parts of the Office user interface; entering, editing, and formatting entries; selecting cells and ranges; creating and modifying basic formulas; applying relative and absolute cell referencing in formulas; inserting charts and tables; creating a template; and sorting and filtering data. Learners will be in a computer lab where they will be able to develop and apply skills.

Sa, 10:00 AM – 12:00 PM, 10/26 – 11/16 \$169
Littleton Campus Joseph Bigelow

Microsoft Excel 2019 and 365 Level 2

Microsoft Excel Level 2 covers key Excel skills. Among others, intermediate topics include themes, cell styles, and number formats, using functions for dates and numbers, conditional functions, text functions, and lookup functions. Learners will be in a computer lab where they will be able to develop and apply skills.

T, Th, 6:00 – 8:00 PM, 8/6 – 8/15 \$169
Littleton Campus Brett Corbitt

Microsoft Excel-Pivot Tables

Maximize your investment in Microsoft Excel by mastering its pivot table features. In this practical hands-on course, you will discover how to use different layout, subtotaling, and filtering options and discover a variety of advanced techniques for pivot tables, including Pivot Charts, Timelines, and Slicers. You will also master data analysis by learning how to quickly and easily summarize your data. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 24 hours \$145
Online Self-Guided or Instructor-Moderated

Microsoft Word Series

NEW!

Learn how to effectively use Microsoft Word 2016, the most widely used word processing software in the world. You'll start with the basics, gaining foundational skills to create documents like letters and reports. Then, move on to intermediate skills, learning how to edit and format text, work on two documents simultaneously, and more through hands-on exercises. Finally, you'll tackle advanced topics like shortcuts and how to create professional-looking signs, newsletters, and even greeting cards as you build your professional skill set and become an expert user of Microsoft Word 2016. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 48 hours \$260
Online Instructor-Moderated

Introduction to Microsoft PowerPoint 2019/Office 365

NEW!

Make presentations go from "so-so" to sensation with PowerPoint. This course will help you learn to use Microsoft PowerPoint 2019/Office 365 to create professional-quality slide presentations that grab attention and make your message memorable from start to finish. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 24 hours \$147
Online Self-Guided or Instructor-Moderated

COMPUTER SKILLS

Online IT Certification Training

AI-900: Azure AI Fundamentals

NEW!



The Microsoft Azure AI Fundamentals course prepares you for the Microsoft Exam AI-900 (voucher included with the program) while helping demonstrate your real-world knowledge of diverse Machine Learning (ML) and Artificial Intelligence (AI) workloads, and how they can be implemented with Azure AI. AI-900 focuses on knowledge needed to identify features of common AI workloads and guiding principles for responsible AI; identify common ML types; describe core ML concepts; identify core tasks in creating an ML solution; describe capabilities of no-code ML with Azure Machine Learning Studio; identify common types of computer vision solutions; identify Azure tools and services for computer vision tasks; identify features of common NLP workload scenarios; identify Azure tools and services for NLP workloads; and identify common use cases and Azure services for conversational AI. The goal of this course is to provide you with all the tools you need to prepare for the AI-900 Microsoft Azure AI Fundamentals exam — including text explanations, video demos, lab activities, self-assessment questions, and a practice exam — to increase your chances of passing the exam on your first try.

W, 7:00 – 8:30 PM, 10/30 – 11/20

\$750

Online

Promineo Tech

AWS Certified Cloud Practitioner (CLF-C01)

NEW!



The AWS Certified Cloud Practitioner course is a launchpad into cloud computing. It covers the fundamental concepts of cloud computing and how it relates to the Amazon Web Services (AWS) network—the world's most-adopted and most-broadly used cloud computing system — and how to apply that knowledge in a huge variety of AWS cloud service situations. This course covers concepts such as global infrastructure, architectural principles, account management, and security. The goal of this course is to provide you with all the tools you need to prepare for the AWS Certified Cloud Practitioner (CLF-C01) exam (voucher included with the program) — including text explanations, video demos, lab activities, self-assessment questions, and a practice exam — to increase your chances of passing the exam on your first try.

W, 7:00 – 8:30 PM, 10/30 – 12/18

\$1,562

Online

Promineo Tech

AWS Certified Developer – Associate

NEW!



AWS Certified Developer – Associate is ideal for anyone who's had more than one year of experience developing and maintaining AWS applications. (Exam voucher included with the program.)

W, 7:00 – 8:30 PM, 10/30 – 1/15/2025

\$1,875

Online

Promineo Tech

AWS Certified Solutions Architect–Associate (SAA-C03)

NEW!



The AWS Certified Solutions Architect–Associate course prepares you for the AWS Certified Solutions Architect – Associate (SAA-C03) exam (voucher included with the program) while helping demonstrate knowledge of how to architect and deploy secure and robust applications on AWS technologies. SAA-C03 focuses on designing secure architectures, designing resilient architectures, designing high-performing architectures, and designing cost-optimized architectures.

The goal of this course is to provide you with all the tools you need to prepare for the AWS Certified Solutions Architect – Associate exam — including text explanations, video demos, lab activities, self-assessment questions, and a practice exam — to increase your chances of passing the exam on your first try.

W, 7:00 – 8:30 PM, 10/30 – 1/15/2025

\$1,875

Online

Promineo Tech

ACC
WORKFORCE & COMMUNITY PROGRAMS

Become a Web Developer Online

- Instructor Led Learning
- Flexible Self-Paced Schedule
- Student Services Available

AWS Certified SysOps Administrator (SOA- CO2)



The AWS Certified SysOps Administrator – Associate course is a great next step for anyone who wants to demonstrate baseline AWS Well-Architected Framework knowledge to support and maintain AWS workloads, use AWS monitoring and logging services and remediate issues based on monitoring and availability metrics, implement scalability and elasticity for reliability and business continuity, use AWS services to provision, deploy, maintain, and automate cloud resources, implement and manage security controls to meet compliance policies and requirements, implement, configure, and troubleshoot network features and connectivity issues, and identify and implement cost and performance optimization strategies. The goal of this course is to provide you with all the tools you need to prepare for the AWS Certified SysOps Administrator – Associate exam (voucher included with the program) — including extensive prep tools such as quizzes, Exam Alerts, and our essential last-minute review CramSheet — to increase your chances of passing the exam on your first try.

W, 7:00 – 8:30 PM, 10/30 – 12/18
Online

\$1,562
Promineo Tech

PMI: Certified Associate in Project Management



The Certified Associate in Project Management (CAPM)[®] is focused on specific educational and experience attributes. There is a connection to the Project Management Institute (PMI) definitions and expectations for understanding of topics. The CAPM concept areas are traditional project management fundamentals: product life cycles and approaches to delivering project value using adaptive, predictive and hybrid approaches: and the role of business analysis in project management. Completion of the course and passing the exam signifies an individual has the process knowledge, experience, and training required to practice the principles and standards prescribed by the Project Management Institute (PMI). The goal of this course is to demonstrate real-world foundational knowledge of core data concepts and how they are implemented for the Certified Associate in Project Management — including foundation topics, exam preparations tasks, and a practice exam — to increase your chances of passing the exam on your first try.

W, 7:00 – 8:30 PM, 10/23
Online

\$2,750
Promineo Tech

W, 7:00 – 8:30 PM, 10/30 – 2/12
Online

\$2,750
Promineo Tech

Customer Success



This program is an intensive customer success training program for current and aspiring CSMs. Learn advanced strategies to prevent churn, negotiate renewals, navigate API integrations and more.

W, 7:00 – 8:30 PM, 10/30 – 3/26/2025
Online

\$4,125
Promineo Tech

RevOps



In this program, students learn the skills every revenue operations professional needs to implement a CRM from scratch, integrate third-party tools, and automate workflows to drive revenue.

W, 7:00 – 8:30 PM, 10/30 – 5/26
Online

\$4,125
Promineo Tech

IT Specialist Computational Thinking



This course introduces students to the ideas and methods behind computational thinking and algorithms, enabling them to break problems down into smaller pieces and define algorithmic solutions. This course will prepare students to learn software development and other computer-related topics.

W, 7:00 – 8:30 PM, 10/30 – 11/20
Online

\$750
Promineo Tech

EQUINE TRAINING & MANAGEMENT

Our Equine Training & Management Certificate program allows participants to gain academic, technical, and professional skills in the classic Spanish-California/Nevada tradition of equine management, industry, and training. Students learn to establish safe, trusting, and responsive relationships with horses. Courses and clinics may be taken individually or as a series culminating in a professional certificate. Graduates work in many facets of the equine industry such as farriers; horse trainers; riding instructors; reproduction and nutrition specialists; and equine and barn managers.

Our lead instructor, Damian Ficca, is a Denver native who has worked horses throughout the western United States. He is one of a select group of individuals who specialize in traditional western training, with roots in the Spanish-California/Nevada horse training methods. A former Animal and Agricultural Sciences teacher, Mr. Ficca combines extensive knowledge and experience with a love for horses.



ACC
WORKFORCE & COMMUNITY PROGRAMS

EQUINE
Management Program

EQUINE TRAINING & MANAGEMENT
Always Working for the Welfare of the Horse!

• 7-week courses

• Off-site labs

• Equine clinics

• Expert instruction

For More Information:



arapahoe.edu/equine



This certificate program allows participants to gain academic, technical, and professional skills in the classic Spanish California/Nevada tradition of equine management, industry and training.

Students learn to establish safe, trusting, and responsive relationships with horses.

TEST PREP

Becoming a U.S. Citizen

This comprehensive course is designed to successfully navigate your road to citizenship. Learn the fundamentals of United States History and Civics as well as step-by-step details of your Citizenship N-400 Application. Prepare for your citizenship interview with USCIS today with English comprehension and speaking lessons woven throughout the course. Individual attention is provided.

W, 6:00 – 8:00 PM, 9/18 – 12/11

\$259

Littleton Campus

Victoria Martysch



GED Prep: English/Social Studies

This GED prep course focuses on helping learners develop the skills and knowledge necessary to succeed in the English and Social Studies areas of the GED exam. Through classroom instruction, practice tests, homework, and study aids, we will ensure you're prepared to pass these two exams.

We'll focus on reading comprehension and writing skills through reading passages, analyzing text, writing essays and practicing grammar and sentence structure. We'll evaluate comprehension of history, geography, civics, economics, and government through reviewing historical events, political structures, cultural geography, and economic and societal matters.

Th, 6:00 – 7:30 PM, 10/3 – 12/12

\$185 + book fee

Littleton Campus

Anita Nobles

GED Prep: Math/Science

Has it been awhile since you've practiced algebra or geometry? Does interpreting science experiments or using numbers in science intimidate you? This class is great for learning, or relearning, materials needed to pass the GED math and science tests.

Th, 4:30 – 6:00 PM, 10/3 – 12/12

\$185 + book fee

Littleton Campus

Anita Nobles

GED Comprehensive Study Session

NEW!

Join us for a comprehensive GED study session designed to boost your confidence and knowledge across all subject areas of the GED exam. Whether you're aiming to earn your high school equivalency credential or looking to improve your skills for personal or professional development, this session is tailored to meet your needs.

Sa, 9:00 AM – 3:30 PM, 10/26

\$89

Littleton Campus

Anita Nobles

Sa, 9:00 AM – 3:30 PM, 12/7

\$89

Littleton Campus

Anita Nobles

Math Practice

NEW!

We recognize that math can be scary! Join this working group to provide additional support and accountability as you practice GED math problems.

Th, 3:30 – 4:30 PM, 10/17 – 11/14

\$59

Littleton Campus

Anita Nobles

Math Refresher

NEW!

Learn how to use math to your advantage in everyday life. The lessons in this course are filled with practical exercises and information that you can put to immediate use. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 24 hours

\$129

Online

Self-Guided or Instructor-Moderated

HEALTH & WELLNESS

Healthcare

BLS Provider

The AHA's BLS Course is designed for healthcare professionals and other personnel who need to know how to perform CPR and other basic cardiovascular life support skills in a wide variety of in-facility and prehospital settings. This course teaches:

- High-quality CPR for adults, children, and infants
- The AHA Chain of Survival, specifically BLS components
- Effective ventilations using a barrier device
- Importance of teams in multirescuer resuscitation and performance as an effective team member during multirescuer CPR
- Relief of foreign-body airway obstruction (choking) for adults and infants

F, 9:00 AM – 1:00 PM, 8/2 \$69
 Littleton Campus Heidi Cabell

Sa, 9:00 AM – 1:00 PM, 8/3 \$69
 Littleton Campus Heidi Cabell

Heartsaver First Aid, CPR, AED

The AHA's Heartsaver First Aid CPR AED Course is designed for anyone with little or no medical training who needs a course completion card for their job, regulatory (e.g., OSHA), or other requirements, or anyone who wants to be prepared for an emergency in any setting. The cost of the course includes the completion card (\$20 fee). This course teaches:

- First aid basics
- Medical emergencies
- Environmental emergencies
- Preventing illness and injury
- Adult CPR and AED use
- Opioid-associated life-threatening emergencies
- Optional modules in Child CPR AED and Infant CPR

Sa, 9:00 AM – 2:00 PM, 10/19 \$89
 Littleton Campus Heidi Cabell

Medical Math

Master the math skills you need to succeed in the medical field from calculating dosages to using scientific formulas. Whatever medical field you are in, the hands-on activities in this course will help you perform day-to-day math tasks quickly, easily, and accurately. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 24 hours \$135
 Online Self-Guided or Instructor-Moderated

QMAP (Qualified Medication Administration Personnel)

NEW!

Qualified medication administration personnel (QMAP) classes teach unlicensed staff members to safely administer medications in certain settings where it's authorized by law. A QMAP can:

- Administer medications according to written physician's orders.
- Maintain proper documentation of the administration of both prescription and non-prescription drugs.
- Use proper techniques when administering medications by various routes.
- Safely and accurately fill and administer medications to and from medication reminder boxes with oversight from a licensed person or qualified manager.
- Administer medications only in authorized settings.

Th, F, 9:00 AM – 2:00 PM, 10/24 – 10/25 \$129
 Littleton Campus ACC Faculty

Wellness

Paramedic Refresher

The goal of the Paramedic Refresher course is to provide a review of content and skills required for certificate renewal at the paramedic level. Included is 50 hours of instruction, including lab time. The course meets or exceeds all National Continued Competency Program and the Colorado Paramedic certificate renewal requirements. It is designed to refresh and reinforce previous knowledge and explore new concepts. The instructors provide clinically relevant information to help providers stay current on the latest medical and trauma management methods. This course is also an excellent opportunity to network with other Paramedics from across the region. Your eligibility to re-certify must be verified by you with the National Registry and the State of Colorado. If you are admitted into the Paramedic Refresher course, Arapahoe Community College EMS makes no guarantee of your ability to recertify through National Registry or the State of Colorado. For more information on course content, please call Dennis Edgerly at 303.797.5213 or email dennis.edgerly@arapahoe.edu.

W – F, 12/11 – 12/13, 8:00 AM – 5:20 PM \$500
M – W, 12/16 – 12/18, 8:00 AM – 5:20 PM
Littleton Campus Dennis Edgerly

EMT Refresher

Forty hours of classroom and lab sessions. A course completion certificate will be granted once you complete all course and practical examination work successfully. Your eligibility to re-certify must be verified by you with the National Registry and/or the State of Colorado. Practical skills attestation will take place during the course for both National Registry and State certificate holders. Those that are required to take the formal National Registry Skill Examination will be given information for upcoming exam dates and times. This formal assessment is in addition to the EMT Refresher Course.

W – F, 12/11 – 12/13, 8:00 AM – 5:00 PM \$385
M – W, 12/16 – 12/17, 8:00 AM – 5:00 PM
Littleton Campus EMS Academy

Beginning Tai Chi

Why should I learn Tai Chi? Tai Chi is an ancient Chinese martial art and a form of moving meditation, defense and exercise. It has both martial and health aspects and is practiced by millions in China and throughout the world. Tai Chi is also a discipline and a way of life, and introduces focus, balance, harmony, flexibility, and yielding to conflicts. The main goal of learning Tai Chi today is to gain the Tai Chi philosophy and to promote good health. This is an on-going, multi-level beginning class with two or more groups. It will take several class sessions to learn the forms. There are both class and group learning activities. You'll have opportunities to interact and practice in your level group. It is encouraged to help each other in group activities and to practice with a partner outside classes. If you want to refresh your life, lift up your spirit, or try something new and good, sign up for the class!

Th, 6:30 – 8:00 PM, 9/5 – 10/3 \$99
Littleton Campus Rich Mulvey
Th, 6:30 – 8:00 PM, 11/7 – 12/5 \$99
Littleton Campus Rich Mulvey



Rich is great at teaching all ages and helping students find their own pace to integrate Tai Chi into their exercise practice.

~ Beginning Tai Chi Student

Holy Fire Reiki Level 1

Holy Fire Reiki is a type of Reiki energy and a system of Reiki healing based on Holy Fire energy. This energy has been active in the world since ancient times. In this class, you will learn this new form of Reiki healing which is a natural and simple healing method that balances the energies in your body. Reiki works on all levels – physical, mental, emotional, and spiritual. The class includes the Holy Fire Reiki I Placement with complete instruction on how to use Reiki to heal yourself and others.

Tu, 6:00 – 9:00 PM, 10/15 – 10/22 \$89
Littleton Campus Sandra Gourd

Certificate in Food, Nutrition, and Health

NEW!

Learn how food interacts with your body and discover how to make healthy nutritional choices that will impact your well-being. This course provides an overview of current food and nutrition issues, including obesity, nutrition and stress, food labels, botanicals and herbs, genetically modified foods, and how your food choices affect your physical, social, emotional, and spiritual health. Call 303.797.5722 or email wcp@arapahoe.edu to enroll!

Rolling enrollment, 16 hours

\$129

Online

Self-Guided or Instructor-Moderated



LITTLETON LEADERSHIP ACADEMY
ARAPAHOE COMMUNITY COLLEGE

The Littleton Leadership Academy is for aspiring leaders from all sectors including corporate, nonprofit, government, education, and entrepreneurs. Ideal candidates for the program are collaborative, innovative, action-oriented, creative, humble, and demonstrate personal responsibility and integrity.



Applications Open September, 2024

Positive Psychology: The Science of Happiness



What makes life worth living?

How do we keep our heads up and avoid being bogged down in negativity? Positive psychology is the study of what makes people flourish in all areas of life. This course delves into the science of positive psychology to give you practical strategies you can use each day to increase positive well-being on a short- and long-term basis. These science-based strategies have been used by mental health practitioners around the world and have the power to change the way you live. Topics include, but are not limited to: how to experience more positive emotions, the science of gratitude, mindfulness, changing stress mindset, and building positive relationships. Adolescents, families, and couples are all welcome!

Tu, 6:00 – 8:00 PM, 9/10 – 10/8

Littleton Campus

\$149

John Ameen

MindEdge Studio: Personal Fitness at Home

NEW!

The benefits of exercise are numerous, regardless of your age or physical ability. Everyone benefits from regular physical activity. Yet, a common challenge is how to build time for fitness into your daily routine. This course breaks down key elements and objectives for health, wellness, and exercise that can be done at home. Through a series of videos, an expert personal trainer and wellness professional will discuss the benefits to working out, how to create exercise routines you can perform at home, online tools to assist you with your progress, nutrition, and more. Call 303.797.5722 or email wcp@arapahoe.edu to enroll!

Rolling enrollment, 1 hour

Online

\$39

Self-Guided

Auto

AARP Safe Driving Course

Refresher on Safe Driving Procedures and Colorado Driving Law. Participants over 55 are given a reduction on car insurance by state law.

Sa, 9:00 AM – 1:00 PM, 10/5

\$25/\$20 AARP members

Littleton Campus

Donald Abram

Sa, 9:00 AM – 1:00 PM, 12/7

\$25/\$20 AARP members

Littleton Campus

Donald Abram

HOBBY

Beekeeping for Newbees

Thinking of becoming a beekeeper, or just interested in learning more about the honeybee? This is an introductory class to learn the basics about bees and how to care for them. We will cover bee basics, hive management, creating a bee-friendly space, and all things honey! Come learn about the tiny but mighty honeybee, how bees affect our world, and how we can participate with them.

Sa, 9:00 AM – 12:00 PM, 10/12

\$39

Littleton Campus

Keysha Boggess

First Year Beekeeping & Beeyond

This class will help beginning beekeepers succeed during your first bee season and beeyond! Learn how to install your bees, perform hive inspections, understand what your bees need and how to help them thrive. We will dive deep into what to expect your first year and you'll be ready to confidently begin your beekeeping journey.

Sa, 9:00 AM – 3:00 PM, 11/2

\$79

Littleton Campus

Keysha Boggess



Gardening in Small Spaces

When you're hoping to breathe new life into your yard, the idea of nurturing a flourishing garden sounds like a great new hobby. But, when you only have a small outdoor area to work with, it can be a high-stakes endeavor. This course will guide you through the basics of garden design, plant selection, planting, maintaining your garden, and troubleshooting so that you can experience success and enjoy the natural environment you have created. Whether you're hoping to eat out of your garden or just enjoy the view, this course can help you get the most out of your small space. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 1.5 hours

Online

\$29

Self-Guided



RISE: Rising together In Search of Excellence

Arapahoe Community College, in collaboration with Craig Hospital and MINDSOURCE - Brain Injury Network at the Colorado Department of Human Services, is offering a new program designed to bridge the transition between hospital-based rehabilitation and return to the community for adults living with Acquired Brain Injury (ABI), a brain injury that has occurred after birth. The ABI community includes those that are living with traumatic brain injuries (TBI). The courses in the program address the cognitive and psycho social skills needed to achieve post-injury social, educational and/or vocational goals.



French

Parlez-vous français? Let's begin speaking French as of this semester! Learn how to ask for directions, order food, make a reservation, ask about the weather, buy everyday items at boulangeries and markets. Use your French to navigate your everyday life in a French speaking country. Each meeting will have a cultural focus so that we cover the basics of the language and culture. Students will be asked to come up with their own desired goals and topics as well. Our meetings will be relaxed and fun and each student will be able to communicate at a basic level at the end of this course. Allons-y! Let's start!

Sa, 10:00 – 11:30 AM, 9/7 – 10/19 \$199
Littleton Campus Fawzia Ahmad

Beginning Conversational German

Immerse yourself in conversational German which emphasizes spoken language, simple vocabulary, and phrases. Enjoy a strong emphasis on travel, history, and culture. Begin with the basics of the language and advance quickly to help you converse comfortably.

M, 6:00 – 7:30 PM, 10/7 – 11/11	\$129
Littleton Campus	Birgid Howell

Italian

Instant Italian

Learn to express yourself comfortably in Italian. You'll be surprised how quickly and easily you are able to learn Italian in this course, which provides knowledge of practical, everyday words and phrases you are likely to hear if you vacation in Italy. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 24 hours	\$129
Online	Instructor-Moderated

Japanese

Conversational Japanese

Prepare for your next trip to Japan by learning the basics of conversational Japanese. This course will provide you with useful words and phrases for conversing as you master the essentials of the Japanese language. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll!

Rolling enrollment, 24 hours	\$129
Online	Instructor-Moderated

Spanish

Beginning Spanish 100

This course is designed to promote beginner writing and oral communication. Vocabulary in context, grammar, and cultural units will be covered. Upon completion of this course, students will be able to greet and introduce themselves to others, tell time, describe weather conditions, recognize cognates, talk about personality/ physical traits, discuss what people do using the regular present tense of -ar, -er, and -ir verbs, to express how people are feeling, and how to express possession. The course also includes activities such as: reading comprehension, listening comprehension, writing, and speaking.

Tu, Th, 5:30 – 7:30 PM, 9/10 – 10/3 Littleton Campus	\$179 + book fee Jimena Pearson
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W, 6:00 – 8:00 PM, 10/16 – 12/11 \$159 + optional book
Littleton Campus John Soister

Beginning Spanish 101

This course is designed to promote intermediate writing and oral communication. Vocabulary in context, grammar, and cultural units will be covered. Upon completion of this course, students will be able to convey likes and dislikes, narrate an action in progress (present progressive), describe plans and conveying what will happen in the future (Ir + a + infinitive), express opinions by talking about what they want or what they prefer (stem changing verbs), point out demonstrative adjectives, discuss to whom or for whom an action takes place, and to avoid repetition in speaking and writing (OD and ID pronouns), talk about events in the past (Preterite), talk about knowing people or knowing how to do things (Saber and Conocer), and talk about daily routines (reflexive verbs). The course also includes activities such as: reading comprehension, listening comprehension, writing, and speaking.

Tu, Th, 5:30 – 7:30 PM, 10/15 – 11/7 \$179 + book fee
Littleton Campus Jimena Pearson

Beginning Spanish 102

This course is designed to promote very intermediate writing and oral communication. Vocabulary in context, grammar, and cultural units will be covered. Upon completion of this course, students will be able to describe past events in detail, discuss situations, celebrations, describe conditions, express ongoing actions in the past (imperfect progressive), explain how something is done (adverbs), and ranking people and things (ordinal numbers). The course also includes activities such as: reading comprehension, listening comprehension, writing, and speaking.

Sa, 10:00 AM – 12:00 PM, 9/7 – 10/19 \$159 + book fee
Littleton Campus Jimena Pearson



**Jimena was a great teacher!
She is enthusiastic and
made the class extremely
interesting and fun.**

~ Spanish 200 Student

Intermediate Spanish 201

This course is designed to promote effective and advanced reading, writing and oral communication. Vocabulary in context, grammar, and cultural units will be covered. Upon completion of this course, students will be able to comment on what is necessary, possible, probable, and improbable. Students will be able to express expectations and hopes, describe emotions, opinions, wishes, doubt, uncertainty, and conjecture, (subjunctive). Students will also hypothesize a situation that is not part of the speaker's present reality (conditional) and use the past perfect to refer to a past event, give formal orders, ask people to do something (formal commands), use possessive pronouns, and finally students will learn how to express unexpected occurrences or accidental events. The course also includes activities such as: reading comprehension, listening comprehension, writing, and speaking.

M, 5:30 – 7:30 PM, 8/19 – 10/14 \$179 + book fee
Littleton Campus Jimena Pearson

Intermediate Spanish 202

This course is designed to promote effective and advance reading, writing, and oral communication. Vocabulary in context, grammar, and cultural units will be covered. Upon completion of this course, students will be able to discuss possible actions in the present and future, to convey hypothetical or contrary to fact statements (Si clauses), to refer to completed actions or past actions that are relevance in the present (Pretérito perfecto del Subjuntivo), to discuss actions completed before others in the past (Pluscuamperfecto de Indicativo), to refer to actions or conditions that had taken place before another past occurrence (Pluscuamperfecto del Subjuntivo/pluperfect subjunctive), to express what will have happened at a certain point (Futuro perfecto), to express what would have occurred but did not (Condicional perfecto), to express unexpected occurrences, to relate impersonal information (se impersonal), and to emphasize size or express affection or ridicule (diminutives and augmentatives). The course also includes activities such as: reading comprehension, listening comprehension, writing and speaking.

M, 5:30 – 7:30 PM, 10/21 – 12/16 \$179 + book fee
Littleton Campus Jimena Pearson

Spanish Heritage Language

(*Beginner-Basico*) This course is designed for Heritage speaker of Spanish and other students from a Spanish-speaking background. Main goals of this class are developing basic skills in reading and writing in Spanish, basic grammar structures, conversation on familiar topics, vocabulary, and developing a greater familiarity with U.S. Hispanic culture. This course is conducted entirely in Spanish.

W, 10/23 – 12/4, 5:30 – 6:30 PM \$89
Littleton Campus Jimena Pearson

NEW!

LANGUAGE

Spanish (continued)

Spanish for Travelers

Are you preparing for an upcoming trip?

NEW!

Join this course to acquire a fundamental Spanish vocabulary that will assist you in navigating everyday situations during your travels. You'll focus on essential phrases such as greetings, expressing emotions, asking for directions, making purchases, posing basic inquiries, discussing time, and handling currency. By the course's conclusion, you'll be equipped to engage in brief conversations and feel confident for your journey.

Sa, 10:00 AM – 12:00 PM, 10/26 – 11/16

\$109

Littleton Campus

John Soister

Spanish for the Professional (Academic Noncredit)

This course introduces students to a working knowledge of the Spanish language, cultural behaviors and values useful in various professional fields such as healthcare, law enforcement, bilingual education, business, and others.

Upon completing this course, you will be able to:

- Reproduce the pronunciation and intonation of the Spanish language;
- Understand basic oral statements, instructions, and questions;
- Apply learned vocabulary, phrases, and grammatical structures in simple conversations;
- Accurately use basic vocabulary and grammatical structures in simple writings such as forms and notes;
- Read and comprehend basic information;
- Demonstrate an awareness of appropriate cultural behaviors and values in common situations pertinent to the professional field

M, W, 5:00 – 6:25 PM, 9/4 – 12/9

\$510

Online

TBA

Spanish for Law Enforcement

Communicate more effectively with the Spanish-speakers around you and add a valuable skill to your resume. This course will help you master basic Spanish and gain more power handling situations that involve Spanish-speaking victims, witnesses, or criminals. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

NEW!

Rolling enrollment, 24 hours

\$129

Online

Instructor-Moderated



Spanish for Medical Professionals

NEW!

Prepare for any situation by bridging the communication gap between you, your patients, and worried family members. This course provides knowledge of basic medical phrases to help you better communicate with the Spanish-speaking community. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 24 hours

\$139

Online

Self-Guided or Instructor-Moderated

Spanish in the Classroom

NEW!

Bridge the communication gap between you, your Spanish-speaking students and parents with essential Spanish for teachers. This course starts with Spanish basics and provides survival phrases for parent-teacher conferences so that you can discuss progress, deal with academic and behavior problems, and provide grades and homework.

Rolling enrollment, 24 hours

\$129

Online

Self-Guided or Instructor-Moderated

English as a Second Language

Beginning ESL

For beginners who speak little English. Learn to speak, read, and begin to write in the English language. Discover fun facts about Colorado while you learn.

Tu, Th, 6:30 – 8:30 PM, 9/17 – 11/21 \$209 + book fee
Littleton C Apmus Victoria Martysch

M, W, 9:00 – 11:00 AM, 9/30 – 12/11 \$209 + book fee
Littleton Campus Josh Forristall

Intermediate – ESL

This English as a Second Language class is a great way to have fun while improving your English. For youth and teens who not only want to improve their English, but also their conversational skills with their fellow English-speaking classmates. Learn new English skills together and make new friends!

Tu, Th, 6:30 – 8:30 PM, 9/17 – 11/21 \$209 + book fee
Littleton Campus Michelle Fuller

M, W, 9:00 – 11:00 AM, 9/30 – 12/11 \$209 + book fee
Littleton Campus Anita Nobles

Advanced – ESL

Get more confident in your reading, writing, and conversational skills. This is a continuation of Intermediate English as a Second Language.

Tu, Th, 6:30 – 8:30 PM, 9/17 – 11/21 \$209 + book fee
Littleton Campus Erik Fuller



American Sign Language

ASL Brush-Up

ASL Brush-Up is an interactive, casual time for using previously-learned American Sign Language in activities, conversation, and games. Each session will be unique, based on the signing skills/knowledge of the participants. A minimum of eight people is required for this class to run. It is recommended that you review the vocabulary from previous classes via your vocabulary lists and/or instructor-made videos prior to ASL Brush-Up. Vocabulary in each Brush-Up session will vary, depending on the ASL knowledge and experience of the participants.

LEARNING OBJECTIVES: Brush-up on previously learned ASL knowledge with activities, conversation, and games. You'll probably learn some new signs, too!

Tu, 6:00 – 8:00 PM, 10/29 \$29
Littleton Campus Jennifer Wise

Beginning ASL Part I

Beginning ASL Part 1 is for students new to the world of ASL and Deaf Culture.

The class is designed to include all the fundamentals of American Sign Language and its grammar, along with Deaf Culture basics, presented in a fun, engaging manner intended to prepare and interest students in additional ASL classes. Additional classes will build greater vocabulary while having cultural understanding already in place

LEARNING OBJECTIVES: This course is designed as an introduction to American Sign Language and American Deaf Culture. The main concepts and lessons in this class include: the five parameters of signs, differences between ASL and Signed English, facial expression and Non-Manual Signs, proper terminology in the Deaf Community, syntax and timing for asking questions, ASL backchanneling, the basic history of ASL, the ASL timeline, Deaf Culture, Name Signs, Agent Suffix, basic ASL sentence structure, and verb tenses.

Vocabulary in this course focuses on beginning conversational signs: introductions, greetings and responses, personal pronouns, possessive pronouns, fingerspelling (the manual alphabet), question words, numbers 0-19, school and classroom signs, some directional verbs, and days of the week. Registration closes August 27!

Tu, 6:30 – 8:00 PM, 9/3 – 10/22 \$149
Littleton Campus Jennifer Wise





LANGUAGE

American Sign Language (continued)

Beginning ASL Part II

Beginning ASL Part II is designed as a follow-up to Beginning ASL Part I or for those that have some knowledge of deaf culture and American Sign Language, to build greater vocabulary while having cultural understanding already in place. Additional time to use previously learned signs will be provided through activities and developing signed conversations.

LEARNING OBJECTIVES: This course is designed for vocabulary-building and practice with American Sign Language. The main concepts and lessons in this class include Subject-Pronoun Copy, Transfer Error, the grammatical use of Rhetorical Questions, making signs plural, signing age, how to sign the concepts of OR and AND, additional uses of Rhetorical Questions, visual-spatial aspects of ASL, and an introduction to Classifiers.

Vocabulary in this course focuses on beginning conversational signs: activities, interests and favorites, colors, numbers 20-30, months and holidays, seasons and weather, background and information, classroom directions, size, states and countries, cities and distance, people, family, and pets.

Tu, 6:00 – 6:30 PM, 9/3 – 10/22

Littleton Campus

\$99

Jennifer Wise



**A great course to learn & improve
your skills in the language.**

~ ESL Student

Intermediate ASL Part I

Intermediate ASL Part I is designed as a follow-up to the Beginning ASL Part I and Part II classes to build greater ASL fluency through grammatical features and vocabulary while having cultural understanding already in place. This six-week class will be taught as an online Flipped class (see below). Each lesson is designed to be 90 minutes, with approximately 60 minutes of instruction learned individually using instructor-recorded videos (and supplemental videos, with the live (Zoom) portion of class being 30 minutes. Registration closes October 16.

W, 6:30 – 7:00 PM, 10/23 – 12/4

ACC Hybrid Course

\$99

Jennifer Wise

Intermediate ASL Part II

Intermediate ASL Part II is designed as a follow-up to Intermediate ASL Part (and Beginning ASL Parts I and II) to build both greater expressive language skills (signing) and greater receptive language skills (understanding what is signed to you) while having cultural understanding already in place. The class will touch on a few additional Deaf Culture points as well as a tool for improving fingerspelling fluency. The 90-minute classes will follow a Flipped Classroom model, with approximately 60 minutes of video instruction completed independently by students before attending the 30-minute virtual (Zoom) classes where we will put instruction into practice through activities and conversation. Students will be emailed the course schedule with a class outline and instruction links one week before class begins, along with the Zoom link and passcode for attending the classes. Registration closes October 16.

W, 7:15 – 7:45 PM, 10/23 – 12/4

ACC Hybrid Course

\$99

Jennifer Wise

Online courses for a career in **ADVANCED MANUFACTURING**

COURSE FEATURES:



24/7 Access



Books and
materials included



Certificate of
Completion



Financial assistance
available



Student Advisors
included



Industry recognized
certifications

CNC Machinist

Prepare for various CNC positions including machine operator, lathe operator and mill operator while learning all the basic and skills necessary.

Composites Technician

Prepare for such jobs as fabricator, operator technician production associate and team assembler.

Die Setter

Students learn the basics of stamping, press brakes and system motor controls, all skills that will help prepare them for a career in die setting.

Electrical Technician

(Tools Included)

Learn the math, inspection, safety, quality, automation and motor controls necessary to successfully become an electrical technician.

Engineering Technician

Prepare to become an engineering technician, a significant and important role in advanced manufacturing.

Maintenance Technician

Gain a thorough understanding of how machines and systems function to keep them running.

Manual Machinist

Students will learn workholding, math, inspection, safety and more.

Mechatronics

Learn math, inspection, safety, quality, electrical systems, automation, mechanical systems, fluid systems, rigging and welding.

Press Operator: Cold Stamping

Learn the skills necessary for cold press operating along with the basics of advanced manufacturing.

Press Operator: Hot Stamping

This program provides an intensive overview of skills necessary for hot stamping press work.

Process Technician

A process technician is involved throughout the manufacturing process, and this course teaches all the necessary skills.

Quality Inspector

Learn the required skills to be a quality inspector to ensure products being produced are meeting the quality standards for production.

Robotics Technician

Robotics are being used more than ever in production jobs. Learn the skills necessary to become a robotics technician to help keep these machines running at optimum levels.

Tool and Die Maker

From math fundamentals and basics to quality and manufacturing management, learn everything necessary to be successful as a toolmaking and die maker.

Toolmaker

This program provides an intensive overview of skills necessary for toolmaking.

Welder Technician

(Tools Included)

Learn how to properly and safely operate welding equipment and machinery, and the basics of advanced manufacturing.

Arapahoe Community College

To learn more and enroll, visit:

careertraining.ed2go.com/arapahoecomed

FINANCE & INVESTING

Introduction to Finance: A Beginner's Guide

NEW!

In today's world, financial literacy is more important than ever. Many individuals struggle with managing their finances, leading to stress, debt, and missed opportunities. This beginner's finance class aims to provide foundational knowledge and practical skills to empower participants to take control of their financial futures. Through interactive sessions, we will cover essential topics such as budgeting, saving, some investing, and debt management.

W, 6:15 – 8:00 PM, 11/6 – 11/20 \$99
 Littleton Campus Becca Gibbs-Thompson

Budgeting Basics

Finances can be boring but they don't have to be! This course is a great introduction to personal finance and learning how to make it work for you.

W, 6:15 – 8:30 PM, 8/7 – 8/28 \$119
 Littleton Campus Becca Gibbs-Thompson

Intro to Blockchain

NEW!

This course offers a comprehensive introduction to blockchain technology, covering its fundamental principles, structure, and various applications. Students will explore major cryptocurrencies like Bitcoin, Ethereum, XRP, Solana, Cardano, and PulseChain, as well as the role of smart contracts in decentralized applications. Through a combination of theoretical knowledge and hands-on experience using tools like Remix software, learners will gain a foundational understanding of how blockchain technology is revolutionizing industries and shaping the future of digital transactions. No prior experience with blockchain or cryptocurrencies is required.

W, 6:00 – 8:00 PM, 11/6 \$49
 Littleton Campus Timmy Edens

Money Matters

NEW!

What are those deductions? This class is for anyone entering the workforce or currently working. Come learn the tools to comprehend your paychecks and manage your finances effectively. Exposure to money management fosters financial independence and enables individuals to pursue long-term financial objectives with confidence. We'll discuss the intricacies of filling out the W-4 form, Payroll Tax Fundamentals, Paycheck Calculations, and Payment Methodologies. Together let's learn how to achieve our individualized financial needs and goals!

W, 4:00 – 6:00 PM, 9/4 \$0
 Online Marci Brown
 W, 4:00 – 6:00 PM, 9/11 \$0
 Littleton Campus Marci Brown



Manage Your Money

NEW!

This class is designed for anyone looking to enter or already in the workforce.

Discover the keys to optimizing your paychecks and mastering the art of financial management in this comprehensive course. Throughout our sessions, we will delve into essential topics such as effective budgeting methods, strategic saving techniques, and practical debt management strategies (if applicable). Additionally, we will explore how to set yourself up for a secure financial future. Join us on this journey to financial empowerment and learn how to stretch your paychecks further while gaining valuable insights into managing your money effectively.

W, 4:00 – 6:00 PM, 10/9 \$29
 Littleton Campus Marci Brown
 W, 4:00 – 6:00 PM, 10/23 \$29
 Online Marci Brown

Saving and Investing for the Young Adult

NEW!

Welcome to our comprehensive financial literacy training designed specifically for young adults. This course aims to empower you with the knowledge and skills needed to make informed decisions about your financial future. We will discuss saving strategies and accounts, taxes and their impact on your income, investment opportunities, life insurance and what to consider when buying a house. By the end of this training, you will be equipped with essential tools to manage your finances effectively, understand investment opportunities, and plan for long-term financial security.

W, 5:30 – 8:30 PM, 11/6 – 11/13 \$49
Littleton Campus Ben Klesinger

Women and Finance Series

Now more than ever, women are focused on their finances and prioritizing their financial well-being. Having a solid personal financial planning process is the first step in achieving your financial goals. These series of classes will allow you to take charge of your finances, change your financial mindset, build real wealth, and plan for unexpected expenses.

Get the confidence you need to handle your money and build a roadmap to a sound financial future. You can pick and choose your desired courses or enroll in all three.

W, 5:30 – 7:30 PM, 9/11 – 11/6 \$99
Littleton Campus Nadia Shokohi

Women and Finance – Financial Planning

Now that you have your finances in order, you can focus on different financial strategies to build a stronger financial plan or how to deal with unexpected events that can negatively affect your retirement assets. This class will be full of information presented by expert guests that will allow you to position yourself to realize your personal financial goals. This class will cover: tax planning; planning for unexpected expenses; balancing family and work; divorce and money; widowhood; and college planning; individuals and small business

W, 5:30 – 7:30 PM, 9/11 \$49
Littleton Campus Nadia Shokohi

Women and Finance – Investing

Get started on your financial journey with looking at your current financial situation and making sure you can meet your short- and long-term goals. When it comes to creating a plan for your finances, it's important that you have key foundational elements in place. You will learn how investing works, different types of investments and what is right for YOU. This class will help you get clear and lay out the next steps and will cover: organizing your finances; budgeting and debt management; short- and long-term goals: will you have enough money during retirement?; diversifying your investments and financial planning; and retirement income planning .

W, 5:30 – 7:30 PM, 10/16 \$49
Littleton Campus Nadia Shokohi

Women and Finance – Retirement

Part of a complete retirement plan is to protect your savings from life events and to understand your options. This course is designed to take the confusion out of Medicare, Social Security strategies, life insurance and long-term care. We will also discuss how to have your estate in order and how to manage the stress of taking care of aging parents.

This will allow you to determine the best, most efficient way to protect yourself, your family, and your life savings. This course will cover: long-term care; Medicare; Social Security; life insurance; estate planning; and women in the "Sandwich Generation."

W, 5:30 – 7:30 PM, 11/6 \$49
Littleton Campus Nadia Shokohi

Stock Trading Suite

NEW!

If you want to learn how to make money in the stock market wisely, this series will give you the tools you need for successful investments. Learn the fundamentals of investing by learning the ins and outs of the stock market, 401K plans, retirement planning, and personal financial goals. Once you've mastered the basics, you'll move on to techniques for valuing stocks, including how to read financial statements and conduct economic research and how to buy, sell, and profit with tools used by professional investors. Complete this series and learn to leverage your investment dollars in any type of market. Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling Enrollment 72 hours
\$340 Online

FINANCE & INVESTING

Estate Planning

Living Wills & Trusts

NEW!

This course is designed to teach you the basics of wills and trusts, essential tools for planning your estate. You will learn how to create, manage, and understand wills and trusts, which are documents that specify how you want your assets distributed after you pass away. The course will cover the roles of executors and trustees, what a will and a trust will do for you, and what happens during the probate process (the court process that validates a will). We'll also discuss different types of trusts and how they can help in managing your assets and reducing taxes. Through practical examples and exercises, you'll gain the knowledge to make informed decisions about estate planning and ensure your wishes are carried out effectively.

Th, 6:00 – 8:00 PM, 9/26

\$39

Littleton Campus

Stephanie Dahl



**Excellent communication
from ACC, enthusiastic
instructors. Overall, a most
satisfying experience.**

~ Estate Planning Student

Estate Planning: A Conversation About the What Ifs and the Inevitable

NEW!

A Conversation About the What Ifs and Inevitable is a comprehensive course designed to provide participants with a fundamental understanding of the key principles and practices involved in estate planning. This course offers a practical approach to planning for the protection of you and your family and the distribution of assets during your lifetime and after death, ensuring that individuals can protect their wealth, provide for their loved ones, and minimize tax liabilities.

Th, 6:00 – 8:00 PM, 10/10

\$59

Littleton Campus

Stephanie Dahl

Th, 1:00 – 3:00 PM, 11/7

\$59

Littleton Campus

Stephanie Dahl

Retirement

Retirement Planning Today

Retirement Planning Today explains time-tested strategies that help you to make informed financial decisions. Plan for your future with confidence. Build a nest egg, protect your assets, and create a retirement plan that matches your goals and values. Determine the savings you need to retire today or in the future. Registration includes a textbook.

Th, 6:30 – 9:30 PM, 9/19 – 9/26

\$59

Littleton Campus

Milt Murphy

Tu, 6:30 – 9:30 PM, 9/24 – 10/1

\$59

Littleton Campus

Milt Murphy

Th, 6:00 – 9:00 PM, 10/3 – 10/10

\$59

Highlands Ranch Rec Center-Northridge

Milt Murphy

Tu, 6:00 – 9:00 PM, 10/8 – 10/15

\$59

Highlands Ranch Rec Center-Northridge

Milt Murphy

**Milt did a great job! Very
informative and actionable. Well
done and much appreciated. A
tremendous value for \$59.**

~ Retirement Planning Today Student

Real Estate

Alternatives to Traditional Real Estate Investing

Look at real estate investing from an angle other than single family homes, duplexes or condos. There's a world of options out there; commercial property, assisted living homes, partnerships, and more! Learn how to create a business plan for your investment, including financing options, management, and the formulas you need to measure your ROI. While this class is aimed at people who have already discovered the advantages of investing in real estate, it can also be suitable for those who simply are ready to diversify into investments other than the stock market. A personalized meeting is included. The Instructor, Jim Flint, CRS, has over 35-years' experience with real estate in five states. If you have questions, please call Jim Flint at 303.759.2222.

Th, 6:00 – 9:00 PM, 9/12 \$49 + \$20 materials
Littleton Campus Jim Flint

Fundamentals of Real Estate Investing:

How to Take Advantage of Any Market and Profit

Learn how to buy homes at foreclosure sales, how much money is needed, and how to bid. Learn how to get a good return on your money, 1031 Exchanges and Reverse Exchanges, and how to reduce your income taxes. Learn an analytical approach to investing. You can be your own boss and never get fired! Learn how to invest in cash flow mini storages and assisted living homes. An individual meeting with the instructor is included for no additional fee.

Tu, 6:00 – 9:00 PM, 9/3 \$49 + \$20 materials
Littleton Campus Jim Flint

Th, 6:00 – 9:00 PM, 9/5 \$49 + \$20 materials
Littleton Campus Jim Flint

Managing Your Rental Properties: Learn how to Avoid Trouble & Vacancies

This class is taught by Jim Flint, CRS, with over 40-years' experience in Denver investment real estate. Dan Hagstrom also teaches this class. Learn how to screen your prospective tenants and keep the bad ones out. Be aware of "dos and don'ts" when dealing with tenants. If you must evict, how? Have a pool of qualified service people that respond quickly. We'll explain how to keep your property rented when others have vacancies. We also review the Fair Housing Laws and the new laws passed by Colorado in the last few years. Is professional property management for you? A detailed discussion of a lease used in over 300 housing units is part of the class. An individual meeting with the instructor is included for no additional fee. If you have questions, please call Jim Flint at 303.759.2222.

Th, 6:00 – 9:00 PM, 9/5 \$49 + \$20 materials
Littleton Campus Jim Flint

Tu, 6:00 – 9:00 PM, 9/10 \$49 + \$20 materials
Littleton Campus Jim Flint



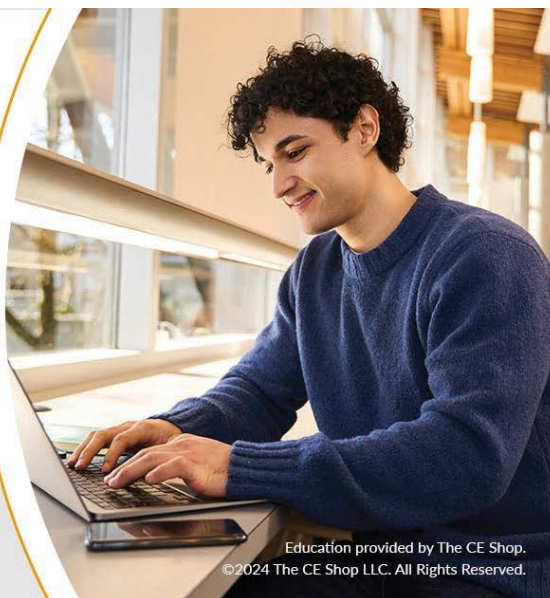
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New Classes Added All The Time! | 303.797.5722

ONLINE CAREER TRAINING

WCP offers online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations.

Our programs are designed by a team of professionals from each respective field, providing you with effective web-based learning programs. Instructors/mentors are actively involved in your online learning experience, responding to any questions or concerns, as well as encouraging and motivating you to succeed.

Our popular career training programs are listed below. Please call 303.797.5722 or email wcp@arapahoe.edu to register for any of the career training programs.



Electrical Technician (Tools Included)

This course provides an intensive overview of electrical maintenance. You will learn the skills needed to work as an electrical technician, including math, inspection, safety, quality, electrical systems, automation, motor controls, and assembly.

Rolling enrollment, 120 hours	\$2,845
Online	Self-paced

Residential Electrician (Tools Included)

From updating existing buildings to building construction, demand for electricians is on the rise. This course will train you for an entry-level career as an electrician by teaching you the fundamental skills you need to succeed, such as electrical theory, wiring and installation, customer service best practices, the National Electrical Code®, and much more.

Rolling enrollment, 125 hours	\$3,145
Online	Self-paced

HVAC/R Certified Technician

(Voucher & Tools Included)

If you want to take your HVAC/R career to the next level, this course uses hands-on service call simulations to prepare you for industry-recognized HVAC Excellence or NATE certification.

Rolling enrollment, 330 hours	\$4,395
Online	Self-paced

CompTIA Security+

Learn a broad range of security topics, including threat management, identity management, access control, cryptography, and network security. This course will teach you everything you need to take and successfully pass the CompTIA Security+ certification exam.

Rolling enrollment, 80 hours	\$1,895
Online	Self-paced

CNC Machinist

This course provides an intensive overview of workholding, math, inspection, safety, metal cutting, supplies, quality, and grinding. These skills are essential for working as a CNC machinist.

Rolling enrollment, 195 hours	\$2,245
Online	Self-Paced

Dental Assistant

The Dental Assistant Training Program is aligned to industry-recognized certification exams so you can take the next steps in your career with confidence. Through your courses, you'll build the knowledge and clinical skills that can help you prepare for the National Entry Level Dental Assistant (NELDA) component exams offered through the Dental Assisting National Board (DANB), as well as get hands-on experience in a real dental office through a 100-hour externship.

Rolling enrollment, 460 hours	\$3,799
Online	Self-paced

Mental Health Technician

This program provides a comprehensive overview of how mental health technicians treat patients coping with a variety of mental health issues like drug and alcohol addiction, physical abuse, depression, anxiety, etc.

Rolling enrollment, 352 hours	\$3,399
Online	Self-paced

Medical Coding & Billing Professional

Designed by experts, our online Medical Coding and Billing Professional Program is aligned to the career-focused skills that can help you become a successful medical billing and coding professional. Your program also prepares you to sit for the American Academy for Professional Coders (AAPC) Certified Professional Coder (CPC) exam, which can help you stand out to employers! Additionally, the AAPC's Practicode course and an AAPC membership are included with your program.

Rolling enrollment, 476 hours
Online

\$3,699
Self-paced

Association of Bridal Consultants Certified Wedding Planner Program

This course will help you prepare for your new career as a wedding planner. The Certified Wedding Planner Program is designed to give people new to the industry a solid education in the art and science of Wedding Planning and Wedding Business. The complete program will take you through Etiquette for Wedding Professionals, Wedding Business Basics, Wedding Etiquette, Planning and Consulting, Service Providers, and Rehearsal to Reception.

Rolling enrollment, 60 hours
Online

\$1,195
Self-paced



Business Management & Organizational Leadership for PMP

NEW!

Offering a straightforward introduction to the basic principles of leadership, this course provides students with practical strategies for becoming more effective leaders in organizational settings and in their own lives. Using leadership theory and practical activities, this course will provide a comprehensive overview of the basics of leadership in an understandable, student-centered format. Each section of this course will focus on a fundamental aspect of leadership, discuss how it can be applied in real leadership situations, and provide relevant profiles of leaders. The course will utilize applied activities such as case studies, self-assessment questionnaires, observational exercises, and reflection and action worksheets to help students further explore leadership concepts and real-world applications.

Rolling enrollment, 440 hours
Online

\$3,494
Self-paced

Event Planner

NEW!

In this course we will study the principles and practices of event planning, such as: initial planning and budgeting; organization and timing; location; transportation; guest arrival; venue requirement; guest demographics; and food and beverage.

Rolling enrollment, 300 hours
Online

\$1,545
Self-paced



YOUTH PROGRAMS

SAT/ACT Prep Series

Making the decision to attend college is probably one of the most important decisions you'll ever make, and your performance on college entrance exams is instrumental in determining your college choice. Universities and colleges throughout the U.S. require applicants to take the SAT or ACT as part of their evaluation package. This series will prepare you for both tests.

This series will prepare you to excel in all sections of the undergraduate college entrance exams and provide you with the means to achieve your best potential score! Call us at 303.797.5722 or email wcp@arapahoe.edu to enroll in this course!

Rolling enrollment, 48 hours
Online

\$225
Instructor-Moderated

Black Rocket STEAM Classes

For fall and winter, we have partnered with Black Rocket to offer online STEAM classes for youth. Here's what you can expect at our STEAM camps:

- Live classes led by top teachers
- Participate in our wider Creator Corps™ community
- Small break out sessions with coaches
- Epic customer support
- Safe, fun, learn...in that order!

Check out our schedule below:



Course	Date	Time	Age	Price
Minecraft Club	9/27 – 11/1	4:30 – 5:30 PM	8-14	\$79
ROBLOX Makers	9/28 – 11/2	8:30 – 10:30 AM	8-14	\$139
Coding Academy	10/7 – 10/30	3:00 – 4:30 PM	8-14	\$139
A.I. Adventures – Intro to Machine Learning	10/8 – 11/5	4:30 – 6:00 PM	8-14	\$139
Minecraft Modders	10/8 – 11/5	3:00 – 4:30 PM	8-14	\$139
UNREAL Gaming Academy	10/12 – 12/21	8:30 – 10:30 AM	13-17	\$275
Python Programmers	11/4 – 11/27	3:00 – 4:30 PM	8-14	\$139
Roblox Club	11/8 – 12/20	4:30 – 5:30 PM	8-14	\$79
A.I. Adventures – Intro to Machine Learning	11/9 – 12/14	8:30 – 10:30 AM	8-14	\$139
YouTube Content Creators	11/9 – 12/14	8:30 – 10:30 AM	8-14	\$139
Make Your First Video Game!	11/14 – 12/12	4:30 – 6:00 PM	8-14	\$139
Young Investors and Entrepreneurs	11/14 – 12/12	3:00 – 4:30 PM	11-14	\$139

Saving and Investing for the Young Adult

NEW!

Welcome to our comprehensive financial literacy training designed specifically for young adults. This course aims to empower you with the knowledge and skills needed to make informed decisions about your financial future. We will discuss saving strategies and accounts, taxes and their impact on your income, investment opportunities, life insurance, and what to consider when buying a house. By the end of this training, you will be equipped with essential tools to manage your finances effectively, understand investment opportunities, and plan for long-term financial security.

W, 5:30 – 8:30 PM, 11/6 – 11/13
Littleton Campus

\$49
Ben Klesinger

APPRENTICESHIP PROGRAMS

Combine your education and paid experience with our employer partners and you'll be able to launch your career even faster.

What's included in an apprenticeship?

On-the-Job Training: Apprentices work under the supervision of experienced professionals, gaining practical skills and knowledge directly related to their chosen field.

Classroom Instruction: Apprentices attend classes to learn the theoretical aspects of their trade and develop skills necessary to be successful in the industry.

Mentorship: Apprentices benefit from the guidance and mentorship of seasoned practitioners, who provide insights, support, and feedback.

Certification: Upon successful completion of an apprenticeship program, apprentices typically receive a certification or qualification that recognizes their skills and readiness to work independently in their trade.

Paid Employment: Apprentices earn a wage while they learn, which increases as they gain more skills and experience over the course of the program.

Contact Us » 303.797.5722 |
apprenticeships@arapahoe.edu

Our apprenticeship programs are made possible through collaboration with our employer partners. If you are an employer interested in joining one of our programs, we'd love to connect with you!



Register for an upcoming
 apprenticeship info session to
 learn more.



Check out the apprenticeship
 programs offered through ACC
 and learn more about how you
 can Earn While You Learn!
 Scan to check out our website



Apprenticeships & Industry Training Programs

Medical Assisting
 Medical Laboratory Tech
 Neurodiagnostic Tech

Automotive Tech
 Building Engineer
 Registered Behavior Tech

Let us help you take the next step in your career journey.

Start Now!



Contact Us

303-797-5722
apprenticeships@arapahoe.edu
arapahoe.edu/apprenticeships



HEALTHCARE APPRENTICESHIPS & TRAINING PROGRAMS

Medical Assisting Apprenticeship

A medical assistant is an allied health professional who supports the work of physicians, nurse practitioners, physician assistants, and other health professionals in a clinic setting. They are cross-trained to perform administrative and clinical duties as a patient-liaison. The scope of work differs among practice specialties.

The Medical Assistant Apprenticeship Program is a six-month program that prepares students to take the Certified Clinical Medical Assistant (CCMA) test through the National Healthcareer Association. Apprentices will be hired by an employer partner as Medical Assistant Apprentices while completing their medical assistant training through Arapahoe Community College (ACC). Once you have completed your training you could be hired full-time at a facility as a Medical Assistant. The Medical Assistant Apprenticeship Program is a competency-based program that will prepare you to become a Medical Assistant in various healthcare settings.

Program Cost: Estimated \$5,500

- FAFSA eligible
- Scholarship opportunities

Qualifications/Requirements

- High School diploma / GED
- No medical experience required

Medical Laboratory Technician (MLT) Apprenticeship

MLTs are allied health professionals who work to perform tests on patient samples to prevent and diagnose both diseases and illnesses. MLTs generally work under the supervision of a Medical Laboratory Scientist or lab manager in laboratories where they perform tests such as analyzing body fluids, tissue, and other substances. MLTs apply technical knowledge in ways that ensure quality test results for patients and their providers.

The MLT Apprenticeship is a paid 12-month program that guides students through the completion of an accredited program. Apprentices will be hired by our employer partner while completing their MLT training through ACC.

Program Cost: Estimated \$6,500

- FAFSA eligible
- Scholarship opportunities

Qualifications/Requirements

- High School diploma / GED
- Completed general education courses with a "C" or above for the Medical Laboratory Technology, AAS
- No medical experience required

Neurodiagnostic Technician (EEG)

Certificate of Completion

An EEG technician specializes in running electroencephalogram (EEG) tests, which are used to monitor brain activity and detect abnormalities. They operate specialized medical devices that scan a patient's brain to show electrical activity. This can help doctors diagnose a wide range of neurological disorders.

The EEG Training Program is a 12-month program that prepares students to take the Registered Electroencephalographic Technologist certification (R. EEG T.) through ABRET. Students will complete their coursework through ACC and fulfill 500 clinical hours with a participating hospital. The EEG Apprenticeship is a competency-based program that will prepare you to become an EEG Tech in hospital settings.



Program Cost: Estimated \$9,000 (\$3,000/semester) – payment plan options available

- Scholarship opportunities
- WIOA eligible

Qualifications/Requirements

- High School diploma/GED
 - College readiness in English & Quantitative Literacy Math
- *Transcripts and placement tests accepted

Coming Soon!

Registered Behavior Technician (RBT)

The RBT Training program will prepare students to become a Registered Behavior Tech and pass both the RBT Competency Assessment and the certification exam through the Behavior Analyst Certification Board (BACB).

Who is an RBT?

An RBT, or Registered Behavior Technician, is a paraprofessional who works under the supervision of a Board Certified Behavior Analyst (BCBA) or a similar professional. The primary role of an RBT is to implement behavior-analytic services and support individuals with behavioral needs, often those diagnosed with autism spectrum disorder (ASD) or other developmental disabilities.

Qualifications/Requirements

- High School diploma/GED

TECHNOLOGY APPRENTICESHIPS & TRAINING PROGRAMS



Automotive Technician Apprenticeship

Automotive Technicians are service professionals who inspect, diagnose, maintain, and repair mechanical issues on vehicles at private, commercial, or dealership service shops. With the modernization of vehicles, electrical knowledge is as necessary as mechanical skills. Technicians communicate with customers to explain car issues and service recommendations in ways to develop a trusting relationship, after all, safety is of utmost importance to everyone.

The Automotive Technician Apprenticeship is a 1.5-2 year, earn-while-you learn program, offered in conjunction with ACC's Automotive Service Technology Program. Prospective apprentices must first apply and be accepted into ACC's Automotive Program in the summer prior to the annual cohort fall start. Recruitment and selection of pre-apprentices and apprentices occurs in the fall of the student's first semester. Apprentices will work 20-30 hours a week at the partner employer while pursuing their ACC Associate's of Applied Science degree in Automotive Service Technology and prepare for Automotive Service Excellence (ASE) certification tests through the National Institute Automotive Service Excellence. Apprentices may also gain brand/manufacture service training and certifications through their employer.

Program Cost: Estimated \$20,000

- FAFSA eligible
- Scholarship opportunities

Qualifications/Requirements

- High school diploma or GED
- 17 years old and older
- Valid driver's license
- Satisfactory Motor Vehicle Records (Must meet requirement upon hire and maintain thru employment)
- Successfully meet/pass a background check and drug test

Building Engineer Apprenticeship

A building engineer, also known as a facilities engineer or building maintenance engineer, is a professional responsible for overseeing the operation, maintenance, and safety of buildings and facilities. Their primary focus is on ensuring that buildings and their systems function efficiently and effectively. Building engineers play a critical role in the efficient operation and maintenance of buildings, ensuring that they remain safe, functional, and comfortable for occupants. Their skills in technical troubleshooting, maintenance management, and compliance are essential for effective building management.

The Building Engineer Apprenticeship is an 18-month program developed in partnership with Denver Metro Building Owners and Managers Association (BOMA). Apprentices take nine courses, both online and in the classroom to supplement the on-the-job learning.

Program Cost: Estimated \$5,000

- FAFSA eligible
- Scholarship opportunities

Eligibility Requirements

- High school diploma or GED
- 17 years old and older
- Valid driver's license
- Satisfactory Motor Vehicle Records
(Must meet requirement upon hire and maintain through employment)

Successfully meet/pass these checkpoints:

- Drug test
- Background check
- Motor Vehicle Record screen



When I learned about the apprenticeship I thought it sounded like a great opportunity. I can be paid while I work and I can get done in a short amount of time. It was nothing less than life changing!

~ Apprenticeship Student

EMBARK ON YOUR HEALTHCARE JOURNEY WITH YEAR TO CAREER!

Our Year to Career program offer a streamlined path to success in the ever-evolving healthcare field.

Fast Track Your Progress

Our programs provide a supportive community and guidance to equip you with certifications, skills, and confidence to be competitive in the nursing program of your choice.

Discover New Avenues

Explore specialized areas and earn additional certifications while gaining vital workplace skills that employers value.

Receive Comprehensive Support

From scholarships to transportation assistance, we're committed to removing barriers to your success.

Contact us!

Scan the QR code below to fill our interest form and our Navigator will contact you.



Or send an email to our Navigator directly and we will be in touch.



YEAR TO CAREER

Embark on your healthcare journey.

Fast-Track Your Progress

Discover New Avenues

Receive Comprehensive Support

Scan the
QR code to
learn more



Learn more and register for classes by visiting us at arapahoe.edu/workforce-community-programs/year-career

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Details & Registration: arapahoe.edu/wcp | 303.797.5722



College Renaissance Corps (CRCorps) is a new national service leadership program rooted in service that enhances the experience of community college students in high-demand fields like Advanced Manufacturing.

How the Program Works



CRCorps activates current community college students enrolled in high-demand industry programs to serve as Industry Ambassadors for the academic year



Ambassadors learn directly from industry-experts and participate in professional development workshops directly related to Advanced Manufacturing



Ambassadors use social media to share their experiences learning about the industry and developing their own career paths in the sector



Ambassadors recruit peers, adult learners, opportunity youth, and high school students to enroll in similar fields at their community college

Ambassador Benefits

Earn While You Learn

Segal Education Award

Industry Work Experience

Student Loan Forbearance

Professional Development



LET'S CONNECT!
Leah Porter
lporter@compact.org



UNLEASH YOUR POTENTIAL



Fall for WCP! Sign up for classes today.

WCP wants to contribute to your overall well-being with affordable and convenient classes and programs. Here are a few ways we can support you:

- Skill & Workforce Development
- Social and Cultural Enrichment
- Community Engagement
- Health & Wellness
- Lifelong Learning
- Youth Programs

Thank you for choosing Workforce and Community Programs at Arapahoe Community College as your place to learn, play, and gather. We look forward to seeing you soon!

REGISTRATION IS OPEN!
arapahoe.edu/wcp or 303.797.5722

Learn. Play. Gather.



Live Info Session

Scan below to see available programs



Join ACC and CareerStep

- Learn about our online allied healthcare training programs and funding opportunities
- Q&A Session after presentation

One lucky participant will win a \$50 Amazon gift card.



Wednesday, Sept. 18, 2024

6-7PM (VIRTUAL-VIA ZOOM)



Register Today!

WORKFORCE AND COMMUNITY PROGRAMS
ARAPAHOE COMMUNITY COLLEGE
OFFICE: 5900 S. Santa Fe Dr. PO Box 9002,
Littleton, CO 80160-9002
PHONE: 303.797.5722

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