**Lighting**

**the Way**

**to a New**

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**Since 1952**

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|  | [Accrediting Commission for Schools](http://www.acswasc.org/) | | | **C:\Users\gejimenez\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\RS3D0K1E\Laurel-wreath[1].pngFULLY ACCREDITED**  —BY THE —  **Western Association**  **of School and Colleges** |
| **1952 - 1953 - 1954 - 1955 - 1956 - 1957 - 1958 - 1959 - 1960 - 1961 - 1962 - 1963 - 1964 - 1965 - 1966 -**  **1967 - 1968 - 1969 - 1970 - 1971 - 1972 - 1973 - 1974 - 1975 - 1976 - 1977 - 1978 - 1979 - 1980 - 1981 -**  **1982 - 1983 - 1984 - 1985 - 1986 - 1987 - 1988 - 1989 - 1990 - 1991 - 1992 - 1993 - 1994 - 1995 - 1996 -**  **1997 - 1998 - 1999 - 2000 - 2001 - 2002 - 2003 - 2004 - 2005 - 2006 - 2007 - 2008 - 2009 - 2010 - 2011 -**  **2012 - 2013 - 2014 - 2015 - 2016 - 2017 - 2018 – 2019 - 2020**  **2020-2021 Course Catalog**  **Coachella Valley Adult School** | | C:\Users\gejimenez\Dropbox\WASC\WASC Pics\CVAS logo GIF.GIF |  | |

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**Proud Members of the Coachella Chamber of Commerce.** [](http://www.google.com/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=0ahUKEwi21I2e9NXOAhVH22MKHZ1aC9IQjRwIBw&url=http://www.eventbrite.com/e/reach-and-coachella-chamber-of-commerce-open-house-mixer-tickets-11560510799&psig=AFQjCNFG74UnKRc3BeHStX4VSIk6l8LK0g&ust=1471985707553246)

# Principal’s Message

Welcome to Coachella Valley Adult School. Established in 1952, our school is rich with educational and cultural tradition. We are an educational facility committed to providing outstanding student-centered curriculum enhanced with State of the art technologies and supportive teachers and staff to assist you in achieving your educational goals.

Our students have a variety of opportunities to experience and participate in outstanding academic and civic offerings such as High School Diploma, GED in English and Spanish, and Citizenship. Students may also enter our pathway to employment programs by improving their English skills with our multi-leveled English as a Second Language classes, Career in Technical Education programs, and an array of other online courses.

For your convenience, we offer morning and evening classes and free child care.

I am truly honored to be the Principal of the Coachella Valley Adult School, and I look forward to serving you.

Jereme Weischedel, Principal

|  |  |
| --- | --- |
| Board of Trustees Silvia paz, President  Joey Acuña Jr., Vice President  Adonis Galarza-Toledo, Trustee  Blanca Hall, Trustee  Yolanda Corona, Trustee  Jesus González, Trustee  Maria G. Machuca , Trustee | Dr. Maria Gandera, Superintendent  Dr. Kebin Rubow, Asst. Supt. of Human Resources  “El Fuego Nuevo”  “Lighting the Way to a New Beginning” |
| Site Administration  C:\Users\gejimenez\Dropbox\WASC\WASC Pics\CVAS logo GIF.GIFJereme Weischedel, Principal  *Dr. Jesús* Pérez, Counselor  Denise Bellanich, Career Guidance Specialist  Guadalupe Hansen, Outreach Coordinator/TOSA  Ruth Zepeda, Administrative Specialist  Maria L. Gonzalez, Records & Accountability Technician II  Miriam Silva, Records & Accountability Technician I  Cesar Cota, Custodian  Darlene Beltran, Office Assistant  Eva Rodriguez, Office Assistant  3C:\Users\gejimenez\Dropbox\WASC\WASC Pics\CVAS logo GIF.GIF |  |

# Vision

Coachella Valley Adult School is committed to educating all students who enter our doors. Our Adult Education Programs shall respond to the multicultural needs of our community by providing meaningful training and educational programs. All students shall have access to state-of-the-art technology and a diverse curriculum. An innovative educational institution, we will continue to instill the love of learning in our students as they continue to be independent and self-sufficient adults who will succeed and contribute responsibly in a global society.

La escuela de Adultos del Valle de Coachella está dedicada a educar a todos los estudiantes quienes entren nuestras puertas. Nuestros programas educacionales para adultos responderán a las necesidades multiculturales de nuestra comunidad al proveer entrenamiento y programas educacionales significativos. Todos los estudiantes tendrán acceso a la última tecnología y currículo diverso. Como una institución educacional innovadora, continuaremos fortaleciendo en nuestros estudiantes el amor al aprendizaje conforme continúan siendo adultos independientes y autosuficientes quienes serán exitosos y contribuirán responsablemente en una sociedad global.

# Mission/Misión

Coachella Valley Adult School will be a recognized school of academic excellence, dedicated to helping every learner acquire the essential knowledge, skills, and technological literacy to compete and succeed in a diverse global society.

La escuela de adultos del Valle de Coachella será reconocida como una escuela académica de excelencia, dedicada ayudar a cada estudiante a adquirir conocimiento esencial, destrezas, y literatura tecnológica para poder competir y ser exitoso en una sociedad global diversa.

# Expected Schoolwide Learning Results

**Expectativas de Aprendizaje en Toda la Escuela**

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| --- | --- |
| **Effective Communicators who:**  Utilize reading, writing, speaking, listening, and technological skills in a global society.  Confidently communicate ideas and concerns to others. | **Comunicadores Efectivos quienes:**  Utilizan la lectura, escritura, el habla, el oír, y las habilidades tecnológicas en una sociedad global.  Con confianza comunican a otros ideas y asuntos concernientes. |
| **Productive individuals who:**  Use technology for occupational and personal development.  Collaborate to find information and solve problems.  Expand career opportunities through education and training. | **Personas Productivas quienes:**  Usan la tecnología para asuntos personales o laborales.  Colaboran para encontrar información y solución a problemas.  Expanden oportunidades en su carrera a través de educación y entrenamiento. |
| **Participatory Community Members who:**  Engage in civic activities.  Respect the rights, values, and diversity of others. | **Miembros Partícipes en la Comunidad quienes:**  Se envuelven en actividades de derechos de civiles.  Respeta los derechos, valores, y diversidad of otros. |
| **Life-Long Learners who:**  Think critically, analyze, research, and solve problems.  Recognize the importance of continuing education and access appropriate educational opportunities. | **Aprendientes De-por-Vida quienes:**  Piensan críticamente, analizan, investigan, y solucionan problemas.  Recognize the importance of continuing education and access appropriate educational opportunities. |



**2020-2021**

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| --- | --- |
| School Policies **No Registration Fee**  **Class Size**  Classes have a 15 student minimum and may be cancelled if attendance drops below this amount**.**  ***Diploma Classes***  Adult Diplomas are issued each June after completing 160 credits. A cap and gown ceremony is held each June at Fantasy Springs Casino.  **Enrollment**  Adult students must be 18 years to enroll. Other exceptions apply.  **Fee Based Classes**  **GED**® Test fee and Notary Public tuition is paid via online at each respective institution’s website using Debit or Credit Cards. There is a $20 fee for our Computer and Real Estate Class.  5C:\Users\gejimenez\Dropbox\WASC\WASC Pics\CVAS logo GIF.GIF | **Medical Courses**  School of Career Education Registration is completed by calling (760) 863-3333. (Please refer to page 11).  **Uniform Complaint Procedure**  In accordance with state guidelines, CVUSD has adopted “Uniform Complaint Procedures” which shall be followed when addressing complaints alleging unlawful discrimination, harassment, intimidation, or failure to comply with state or federal laws related to adult basic education programs, consolidated categorical programs, vocational programs, child care and development programs. A Copy of “Uniform Complaint Procedures: may be obtained from the adult school office.  **Child Care**  Child care is provided base on funding for the school year.  **Accepted forms of Payment:**  http://www.mastercardbrandcenter.com/images/htu/mcbc_htuob_brand_tout_v02.gif[https://encrypted-tbn1.gstatic.com/images?q=tbn:ANd9GcSu7zbfPB4eATNKmLH1__8xnGaxS_yjbEs_hay6yaXvrDhYg_DAGygsyJM](http://www.brandsoftheworld.com/logo/discover-card-2)[Related image](https://www.google.com/imgres?imgurl=http://www.vectorsland.com/imgd/l45280-visa-eps-logo-19068.png&imgrefurl=http://www.vectorsland.com/vector/visa-eps-logo-19068.html&docid=BCvmVvmxwbHbfM&tbnid=bl9O_0mUJmZOUM:&w=518&h=518&ved=0ahUKEwiYhriI3e7KAhUU5WMKHQGFBNgQxiAIBygF&iact=c&ictx=1)[Related image](https://www.google.com/imgres?imgurl=http://www.hdicon.com/wp-content/uploads/2010/10/amex_2000.png&imgrefurl=http://www.hdicon.com/vector-logos/american-express-2000/&docid=vpZHHSqtqih4DM&tbnid=4h2BWtvxPICFNM:&w=300&h=300&ved=0ahUKEwj5pM-_3e7KAhUIxmMKHeCZAAYQxiAIAg&iact=c&ictx=1) |

# Courses Offered by CVAS

## High School Diploma Classes

Requirements for a diploma are set by the California Department of Education and include a minimum of 160 credits. The California High School Exit Exam (CAHSEE) is suspended until further notice. Student must be 18 or older to attend adult classes.

**Graduation Requirements:** **Semester Credits**

**Transfer**

**Credits**

Credits from previous schools and for work or military experience is accepted. When registering please bring transcript or work verification.

**1.** English/Language Arts 30

**2.** U.S. History 10

**3.** U.S. Government 5

**4.** Economics 5

**5.** Science (10 credits of Physical Science & 10 for Life Science) 20

**6.** Mathematics\* (\*10 credits must include Algebra) 20

**7.** Visual Arts or Performing Arts, Foreign Language or Career Technical Education 10

**8.** World History 10

**8.** Electives 50

**Independent Study**

Courses from the list above may be taken with most work completed at home through independent studies.

**Regular Attendance**

Students may choose to attend classes daily and work independently to complete credits.

**Class Schedules**

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| **Morning Main Campus Session**   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Daily Schedule:** 8:00 a.m. - 2:00 p.m. | | | | | | | | **Teacher** | **Room** | **M** | **T** | **W** | **TH** | **F** | | McIntosh, Lydia | 4 | ✔ | ✔ | ✔ | ✔ | ✔ | | Cardenas, Alfonso | 3 | ✔ | ✔ | ✔ | ✔ | ✔ |   **Evening Main Campus Session**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Daily Schedule**: 4:00 p.m. - 8:30 p.m. | | | | | | | **Teacher** | **Room #** | **M** | **T** | **W** | **TH** | | Arriaga, Manuel | 4 | ✔ | ✔ | ✔ | ✔ | | Martinez, Luis A | 3 | ✔ | ✔ | ✔ | ✔ | | Preciado, Isaac | 1 | ✔ | ✔ | ✔ | ✔ | | **Off Campus Evening Satellites**   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Daily Schedule:** 8:00 p.m. - 11:30 p.m. | | | | | | | | | | | | | | | | | | | | | | | | | | | **Teacher** | | **Site** | | **M** | | **T** | | **W** | | **TH** | | **F** | | | Luis A. Martinez | | Eisenhower | | ✔ | | ✔ | | ✔ | | ✔ | | ✔ | | | **Daily Schedule:** 5:00 p.m. -8:00 p.m. (TH) | | | | | | | | | | | | | | |  | | |  | |  | | **Teacher** | **Site** | | **M** | | **T** | | **W** | | **TH** | | | | | |  | | |  | |  | | Bonilla, Norma | CVAS/CSRI | | ✔ | | ✔ | | ✔ | | ✔ | | | | | |  | | |  | |  | | **Daily Schedule:** 5:30 p.m.-8:30 p.m. | | | | | | | | | | | | | | |  | | |  | |  | | **Teacher** | **Site** | | **M** | | **T** | | **W** | | **TH** | | | | | |  | | |  | |  | | Mares, Maria | Hope Ctr. | |  | | ✔ | |  | | ✔ | | | | | |  | | |  | |  | | **Daily Schedule:** 5:00 p.m. - 8:00 p.m. | | | | | | | | | | | | | | |  | | |  | |  | | **Teacher** | **Site** | | **M** | | **T** | | **W** | | **TH** | | | | | |  | | |  | |  | | Mahoney, Carly | John Glenn | | ✔ | | ✔ | | ✔ | | ✔ | | | | | |  | | |  | |  | | **Daily Schedule:** 6:00 p.m. - 8:30 p.m. | | | | | | | | | | | | | | |  | | |  | |  |  |  |  |  |  | | **Teacher** | **Site** | | **M** | | **T** | | **W** | | **TH** | | | | | |  | | |  | |  | | Knowlton, Bethany | Palm Springs HS | | ✔ | |  | | ✔ | |  | | | | | |  | | |  | |  | |  | | | | | | | | | | | | | | |  | | |  | |  | |  |  | |  | |  | |  | |  | |  | |  | | | |  | | |  |  | |  | |  | |  | |  | |  | |  | | | | |
| GED/HiSET Classes **Morning Session/Sesión Matutina**   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **GED/HiSET - English** | | | | | | | | **Daily Schedule:** 8:30 a.m. - 11:30 a.m. | | | | | | | | **Teacher** | **Room** | **M** | **T** | **W** | **TH** | **F** | | García , Armando | 6 | ✔ | ✔ | ✔ | ✔ | ✔ | | **GED/HiSET - Spanish** | | | | | | | | López , Humberto | 9 | ✔ | ✔ | ✔ | ✔ | ✔ |   **Evening Sessions/Sesión Nocturna**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **GED/HiSET - English** | | | | | | | **Daily Schedule:** 6:00 p.m. - 8:30 p.m. | | | | | | | **Teacher** | **Room #** | **M** | **T** | **W** | **TH** | | García, Armando | 5 | ✔ | ✔ | ✔ | ✔ | | **GED/HiSET - Spanish** | | | | | | | López , Humberto | 9 | ✔ | ✔ | ✔ | ✔ |   **Off Campus Satellites/Satélites Fuera del Plantel**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **GED/HiSET - English** | | | | | | | **Daily Schedule:** 8:30 a.m. – 11:30 a.m. | | | | | | | **Teacher** | **Site** | **M** | **T** | **W** | **TH** | | Martínez, Luis | Eisenhower Ctr. | ✔ | ✔ | ✔ | ✔ | | **Daily Schedule:** 6:00 p.m. – 8:30 p.m. | | | | | | | Detoya, Edwin | John Glenn | ✔ | ✔ | ✔ | ✔ | | **GED/HiSET - Spanish** | | | | | | | **Daily Schedule:** 6:00 p.m. – 8:30 p.m. | | | | | | | **Teacher** | **Site** | **M** | **T** | **W** | **TH** | | Martinez, Luis | Palm Springs HS | ✔ | ✔ | ✔ | ✔ | | Zúñiga, David | Saúl Martínez | ✔ | ✔ | ✔ | ✔ |   **GED® - General Educational Development/Desarollo de Educación General**  Preparation classes are given for the GED® Test in English and Spanish. The California Department of Education issues the High School Equivalency Certificate for passing all four sections of the test. The Coachella Valley Adult School is an official GED®Test Center and gives the test at student request except during vacation periods. For testing schedules visit [www.GED.com](http://www.GED.com).  **Special accommodations are available upon request.** | | **HiSET Information**  **ADDITIONAL INFORMATION/ INFORMACION ADICIONAL**  \*\* Morning Session – Please arrive before **8:15 a.m.** on the test day (No one will be allowed to test after 8:30 a.m.).  Sesión matutina - Favor de presentarse antes de las 8:15am el día del examen (No se permitirá entrar al salón de examen después de las 8:30 a.m.).  \*\* Evening Session - Please arrive before **4:45 p.m.** on the test day (No one will be allowed to test after 5:00 p.m.)  Sesión nocturna - Favor de presentarse antes de las **4:45 pm** el día del examen (No se permitirá entrar al salón de examen después de las 5:00 p.m.).  \*\*A **Valid** **Photo ID** is required on the test day.  Se requiere una identificación oficial con foto el día del examen.  **Credit Cards and Money Orders Only**   |  |  |  |  | | --- | --- | --- | --- | | **Daily Testing by Subjects** | **M** | **T** | **W** | | **Language Arts and Writing**  **(Except on Holidays)** | ✔ |  |  | | **Science and Social Studies** |  | ✔ |  | | **Math and Reading** |  |  | ✔ | | **Temas Diarios de Pruebas** | L | M | M | | **Lenguaje/Composición y Redacción**  **(Con Excepción de días Festivos)** | ✔ |  |  | | **Ciencias Naturales y Ciencias Sociales** |  | ✔ |  | | **Matemáticas y Lectura** |  |  | ✔ |   **FEES, PRICING/CARGOS, PRECIOS**  \*\* Cash, Credit or Debit cards only  Solo dinero en efectivo, tarjetas de débito y crédito.  \*Discounts available to Coachella Valley Adult School Students\*  Descuentos disponibles para los estudiantes de Coachella Valley Adult School.  HiSET Test Fee = $120/ $120 precio por el examen de HiSET  Retake Test Fee = $15 per subject/$15 por repetir cada examen.  No show Fee = $20 /$20 de multa por no presentarse  **\*\*Special accommodation for individuals with documented disabilities available upon request via HiSET’s website\*\***  **\*\*Arreglos especiales disponibles a personas con discapacidad documentada solicitado a través de la página de internet de HiSET.** | |

## Inglés Como Segundo Idioma

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Contamos con cuatro niveles de inglés para estudiantes principiantes, intermedios, y avanzados. Hay horarios por la mañana y tarde. Los estudiantes de ciudadanía llenan su propia aplicación y practican para pasar la prueba y entrevista. Estas clases son gratuitas.

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| **Turno Matutino**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Horario Diario: 8:30 a.m.– 11:30 a.m.** | | | | | | | **Niveles de Inglés** | **M** | **T** | **W** | **TH** | **F** | | Principiante Bajo | ✔ | ✔ | ✔ | ✔ | ✔ | | Intermedio Bajo | ✔ | ✔ | ✔ | ✔ | ✔ | | Intermedio Alto | ✔ | ✔ | ✔ | ✔ | ✔ | | Avanzado | ✔ | ✔ | ✔ | ✔ | ✔ |   **Turno Nocturno**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Horario Diario: 6:00 p.m. – 8:30 p.m.** | | | | | | **Niveles de Inglés** | **M** | **T** | **W** | **TH** | | Principiante Bajo | ✔ | ✔ | ✔ | ✔ | | Intermedio Bajo | ✔ | ✔ | ✔ | ✔ | | Intermedio Alto | ✔ | ✔ | ✔ | ✔ | | Avanzado | ✔ | ✔ | ✔ | ✔ | | *\* Funded through the Adult Ed Block Grant and the Work Force Investment and Opportunity Act.*  \*Financiado por el Subsidio Otorgado a la Educación de los Adultos y la Ley de Inversión y Oportunidad a la Fuerza Laboral. | **Clases Fuera del Plantel**  **Horario Diario: 8:00 a.m. - 12:30 p.m. (Horarios varían)**   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **Sitios** | | **Nivel** | **M** | **T** | **W** | **TH** | **F** | | Edward Wenzlaff | | Level II | ✔ |  | ✔ |  |  | | Eisenhower Ed C. | | Multinivel | ✔ | ✔ | ✔ | ✔ | ✔ | | Herbert Hover | | Multinivel | ✔ | ✔ | ✔ |  |  | | **Horario Diario: 5:30 p.m. – 8:00 pm** | | | | | | |  | | **Sitios** | | **Nivel** | **M** | **T** | **W** | **TH** |  | | Edward Wenzlaff | | Nivel I |  | ✔ |  | ✔ |  | | Lyndon Johnson | | Multinivel | ✔ | ✔ | ✔ | ✔ |  | |  | | | | | | |  | | **Horario Diario: 5:30 p.m. – 8:30 pm** | | | | | | |  | | **Sitios** | | **Nivel** | **M** | **T** | **W** | **TH** |  | | Clínica de Mecca | | Multinivel | ✔ | ✔ | ✔ | ✔ |  | | Saúl Martínez | | Multinivel | ✔ | ✔ | ✔ | ✔ |  | |  | |

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| **English as a Second Language**  There are four ESL levels for pre-beginning, intermediate, and advanced students. Citizenship students learn how to fill out their own application and practice for the INS test and interview. | |
| **Main Campus**  **Morning Session**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Daily Schedule: 8:30 a.m. – 11:30 a.m.** | | | | | | | **English Levels** | **M** | **T** | **W** | **TH** | **F** | | Beginner Low | ✔ | ✔ | ✔ | ✔ | ✔ | | Low intermediate | ✔ | ✔ | ✔ | ✔ | ✔ | | Intermediate High | ✔ | ✔ | ✔ | ✔ | ✔ | | Advance | ✔ | ✔ | ✔ | ✔ | ✔ |   **Evening Sessions**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Daily Schedule: 6:00 p.m. – 8:30 p.m.** | | | | | | **English Levels** | **M** | **T** | **W** | **TH** | | Beginner Low | ✔ | ✔ | ✔ | ✔ | | Low intermediate | ✔ | ✔ | ✔ | ✔ | | Intermediate High | ✔ | ✔ | ✔ | ✔ | | Advance | ✔ | ✔ | ✔ | ✔ | | C:\Users\gejimenez\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\WTUGAS3V\IMG_3752.JPG  **Morning - Off Campus Satellites**   |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Daily Schedule: 8:00 p.m. – 12:30 p.m. (Schedules vary)** | | | | | |  |  |  |  |  | | **Site** | **Level** | **M** | **T** | **W** | **TH** | **F** |  |  |  |  | | Edward Wenzlaff Ed C. | Level II | ✔ |  | ✔ |  |  |  |  |  |  | | Eisenhower Ed. Ctr. | Multilevel | ✔ | ✔ | ✔ | ✔ | ✔ |  |  |  |  | | Herbert Hover | Multilevel | ✔ | ✔ | ✔ |  |  |  |  |  |  |   **Evening - Off Campus Satellites**   |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Daily Schedule: 5:30 p.m. – 8:00 p.m. (Schedules vary** | | | | | |  |  |  |  |  | | **Site** | **Level** | **M** | **T** | **W** | **TH** |  |  |  |  |  | | Edward Wenzlaff Ed C. | Level I |  | ✔ |  | ✔ |  |  |  |  |  | | Lyndon Johnson | Multilevel | ✔ | ✔ | ✔ | ✔ | | Mecca Clinic | Multilevel | ✔ | ✔ | ✔ | ✔ | | Saúl Martínez | Level 3 | ✔ | ✔ | ✔ | ✔ | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  | |  |

Clases de Ciudadanía **/** Citizenship Classes

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| Venga y aprenda el proceso de hacerse ciudadano americano de los Estados Unidos mientras que se prepara para pasar exitosamente su entrevista y examen cívico.  **Sesión Matutina**   |  |  |  |  | | --- | --- | --- | --- | | **Clase** | **Horario AM** |  | **Viernes** |   Ciudadanía 6:00 a.m. - 11:30 a.m. ✔  **Sesión Nocturna**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Clase** | | **Horario PM** | | **Martes** | **Jueves** | | Ciudadanía | | 6:00 p.m. - 8:30 p.m. | | ✔ | ✔ | |  |  | | | Come and learn the process of becoming a United States citizen while preparing yourself to successfully pass the citizenship interview and civics exam.  **Morning Session**   |  |  |  |  | | --- | --- | --- | --- | | **Class** | **Schedule AM** |  | **Friday** |   Citizenship 6:00 a.m. - 11:30 a.m. ✔  **Evening Sessions**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Class** | **Schedule PM** | **Tuesday** | | **Thursday** | | | Citizenship | 6:00 - 8:30 p.m. | | ✔ | | ✔ | | |
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| **Excepciones del Idioma Inglés**  Usted está exento de tomar su prueba de inglés, aunque aún debe cumplir con el requisito de la prueba cívica siempre y cuando usted:   * Tenga 50 o más años de edad en el momento de aplicar por su naturalización y ha vivido como residente permanente (con tarjeta de residencia) en los Estados Unidos por 20 años. * Tenga 55 o más años de edad al momento de aplicar por su naturalización y ha vivido como residente permanente en los estados unidor por 15 años. | **English Language Exemptions**  You are exempt from the English language requirement, but are still required to take the Civics Test If you are:   * Age 50 or older at the time of filing for naturalization and have lived as a permanent resident (green card holder) in the United States for 20 years. * Age 55 or older at the time of filing for naturalization and have lived as a permanent resident in the United States for 15 years. |

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## C:\Users\gejimenez\Dropbox\WASC\WASC Pics\CVAS logo GIF.GIFCVAS Career & Technical Education

Coachella Valley Adult School offers a variety career and technical courses that provide skills necessary to help the student in their personal or professional growth.

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| **Evening Sessions**    Notary Public **Classes** - No Waiting List Tuition - $80.00 per Class – Cash, Debit, or Credit Card  Money Order payable to CV Adult School  Additional materials payable to instructor $49.00 - Cash or Money Order.  **State Exam** **Class**  $40.00 per Exam 8:00 AM - 4:00 PM  Check payable to Secretary of State  **State Exam**  4:00 PM - 5:00 PM   * You will need 2 passport PICTURES & ID   **MUST BE PERMANENT RESIDENT OR US CITIZEN** | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Microsoft 2016 | | | | | | | **Daily Schedule: 6:00 p. - 8:30 p.m.** | | | | | | | **Teacher** | **Room** | **M** | **T** | **W** | **TH** | | **Sanchez, Dana** | **10** | ✔ |  | ✔ |  | | **Vasquez, Pablo** | **13** |  | ✔ |  | ✔ |   **Program includes:**  Windows Operating System, Internet Research, Outlook, Integrated Office Skills, Word Processing, Excel Spreadsheets, PowerPoint Presentations, Access Database, & Desktop Publishing.  \*\*Open Enrollment  ***Specific classes may be taken upon request.***  **Microsoft Classes**  Mondays and Wednesdays from 6:00 p.m. - 8:30 p.m.  Real Estate Classes  **Instructo**r: Marsha Billa **Prerequisite**: ESL Level IV  **Email:** marsha.billa@cvusd.us  The California Department of Real Estate (DRE) requires completion of three college-level courses before taking the California exam. Two of the classes required by the state of CA are Real Estate Practice and Real Estate Principles, plus an approved elective Legal Aspects of Real Estate. For complete information regarding real estate licensing, visit the State of California Website at [www.dre.ca.gov](http://www.dre.ca.gov).  **Real Estate Night Time Classes**  Mondays and Wednesdays from 6:00 p.m. - 8:30 p.m. |

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***Please call (760) 398-6302 for the next available date.***

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| **Real Estate Practice** - Required Required by the California Department of Real Estate (DRE) for licensing as a salesperson and broker. This course covers the aspects of day-to-day real estate sales and brokerage practices and the handling of a real estate transaction from listing to closing escrow. Topics include how to qualify and secure prospective sellers and buyers, the role of marketing and finance in the sales process, closing the sale and expediting escrow. Owning and operating a real estate business, managing salespeople and office personnel, budgeting and building community relations.  9 weeks/54 hours **Fee:** $20.00 per class  $50.00 – 65.00 per textbook  Mondays & Wednesdays 6:00 PM – 8:30 PM  **August 17, 2020 & March 29, 2021** | **Real Estate Principles** - Required Required by the California Department of Real Estate (DRE) for licensing as a salesperson and broker. Overview of the Principles of Real Estate including better management of property, buying and selling a home and licensing requirements. Topics include legal descriptions and estates, encumbrances, liens and homesteads, agencies, contracts, mathematics, financing, lender’s appraisal, escrow, title insurance, leases for landlords and tenants, urban economics and planning, taxation, licensing requirements, and careers in real estate.  9 weeks/54 hours **Fee:** $20.00 per class  $50.00 – 65.00 per textbook  Mondays & Wednesdays 6:00 PM – 8:30 PM  **October 19, 2020** |



***Note:*** *Attendance is important to receive certification.*

For additional information please call (760) 398-6302.

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| **Escrows** - Elective Required by the California Department of Real Estate (DRE) for licensing as a Salesperson. An approved elective for licensing as a salesperson, this course provides an overview of California Basic Escrow Processes including how to take an escrow, execute the duties and responsibilities if the escrow, and close the escrow. The course also provides introductory understanding of the Preliminary Title Report, processing of the Exchange, the Note and Trust Deed, and the Laws, Regulations, and Sale of a Business.  9 weeks/54 hours **Fee:** $20.00 per class  $50.00 – 65.00 per textbook  Mondays & Wednesdays 6:00 PM – 8:30 PM  **January 20, 2021** | C:\Users\gejimenez\Pictures\CVAS pictures\RE class picture Oct 2017 (3).jpg |

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| ed2go logoEd2go Online Courses **–**  [www.ed2go.com/coachella](http://www.ed2go.com/coachella)  Our instructor – facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners.  Most courses run for six weeks (with a ten – day grace period at the end of course). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any of these courses entirely from your home or office and at any time of the day or night. | | C:\Users\gejimenez\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\WTUGAS3V\IMG_3746.JPG  **How to Get Started**  **1**. Visit our Online Instruction Center:  www.ed2go.com/coachella  **2.** Click the Courses link, choose the department and course title you are interested in and select the Enroll Now button. Follow the Instructions to register and pay for your course. Here you will enter your e-mail and choose a password that will grant you access to the Classroom.  **3**. When your course starts, return to our Online Instruction Center and click the Classroom link. To begin your studies, simply log in with your e-mail and choose a password that will grant you access to the Classroom link. To begin your studies, simply log in with your e-mail and the password you selected during enrollment. |
| **Start Dates**  New course sessions begin each month. Please visit our Online Instruction Center to see exact start dates for the courses of interest and to obtain more information.  **Requirements**  All courses require internet access, E-mail, Google Chrome, or Mozilla Firefox web browsers. Some courses may have additional requirements. Please visit our Online Instruction Center for more information. Office 365 subscription required.  **Microsoft Office Applications**  **(Courses may be available in Intermediate and Advanced versions, 2013, 2016 & 2019.)**  **Microsoft Office 2019/365 Value Suite**  This course bundle will teach you how to use word 2019, Excel 2019, and PowerPoint 2019, Office’s top business productivity programs. You will learn the basic features of each program and gain skills applicable to most professional settings.  **Intro to Microsoft Word 2019/Office 365 (Self-Paced Tutorial)**  Learn how the foundational skills needed to utilize Microsoft Word 2019 in Office 365. This course will teach you how to create professional looking letters, reports, and documents.  **Intermediate Microsoft Word 2019/Office 365**  Use Microsoft Word 2019/Office 365 more efficiently by mastering its more advanced features. This hands-on course will teach you how to create and index, build a list of figures, design a table of contents, perform a mail merge, and use timesaving’s shortcuts to develop professional documents.  [**Intermediate Microsoft Excel 2019/Office 365**](http://www.ed2go.com/coachella/online-courses/microsoft-excel-2007-intermediate?tab=detail)  If you use Microsoft Excel, this intermediate course will bring your Excel skills to the next level. You will learn how to use a number of powerful features in the 2019 version of Microsoft’s longstanding excel software.  [**Advance Microsoft Excel 201**](http://www.ed2go.com/coachella/online-courses/microsoft-excel-2007-intermediate?tab=detail)**9/Office 365**  In this hands-on course, you will learn MS Excel 2019/Office 365’s advanced functions and often-overlooked features, including data analysis tools, data tables and databases, custom controls, and PivotTables. | . | |
| **Intro Microsoft PowerPoint 2019/Office 365**  As technology transforms business practices, Microsoft PowerPoint remains one of the most commonly used tools for presentations. This course is perfect for beginners wanting to learn how to effectively use MS PowerPoint 2019 to create professional presentations.  **Intro Microsoft Access 2016**  Learn to build, edit, and maintain a database in Microsoft Access 2016, complete with tables, reports, forms, macros, and queries to give you fast access to all your important information. Microsoft Access 2016 Series  **Introduction to Microsoft Outlook 2013**  Get up to speed with the latest developments in Outlook, including how to manage your email, calendar, and contacts and how to get the most out of program tools such as Search Folders and Quick Steps.  **Introduction to Microsoft Publisher 2013**  Learn how to design professional publications, including newsletters, fliers, and brochures with Microsoft Publisher 2013. | |

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* Fundamentals of Supervision and Mngt.
* Introduction to Business Analysis
* Mastery of Business Fundamentals
* Purchasing Fundamentals
* Interpersonal Communications

## Business Communication

* Effective Business Writing
* Fundamentals of Technical Writing

## Management & Leadership

* Distribution and Logistics Management
* Employment Law Fundamentals
* Managing Customer Service
* Mastering Public Speaking
* Understanding the Human Resources Function
* Leadership

## Sales & Marketing

* Business and Marketing Writing
* Keys to Effective Communication
* [Professional](http://www.ed2go.com/coachella/SearchResults.aspx?CurrPage=1&CategoryId=2&Sort=RELEVANCE&PrevSort=RELEVANCE&SortAsc=True&PageSize=50) Sales Skills
* Using Social Media in Business
* Marketing Your Business on the Internet
* Digital Marketing Suite

## Project Management

* High Speed Project Management
* Introduction to Microsoft Project 2016/Office 365
* Project Management Fundamentals

Six Sigma: Total Quality Applications

* Six Sigma: Total Quality Fundamentals

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## Grant Writing

* A to Z Grant Writing
* Advanced Grant Proposal Writing
* Becoming a Grant Writing Consultant
* Get Grants!
* Nonprofit Fundraising Essentials
* Writing Effective Grant Proposals

## NonProfits

* Introduction to Nonprofit Management
* Marketing Your Nonprofit
* Starting a Nonprofit

## [Start](http://www.ed2go.com/coachella/SearchResults.aspx?CurrPage=1&CategoryId=1&Sort=RELEVANCE&PrevSort=RELEVANCE&SortAsc=True&PageSize=50) Your Own Business

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* Creating a Successful Business Plan
* Growing Plants for Fun and Profit
* Marketing Your Business on the Internet
* Secrets of the Caterer
* Start Your Own Consulting Practice
* Start and Operate Your Own Home-Based Business
* Start Your Own Online Business
* Wow, What a Great Event!

## Job Search

* 12 Steps to a Successful Job Search
* Individual Excellence
* New Career Suite
* Resume Writing Workshop

## Personal Enrichment

* Achieving Success with Difficult People
* Drawing for the Absolute Beginner
* Get Assertive!
* Get Funny!
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* Keys to Effective Communication Soft Skills Suite
* Merrill Ream Speed Reading
* Music Made Easy

## Test Prep

* GMAT Preparation
* GRE Preparation - Part 1 (Verbal and Analytical)
* GRE Preparation - 2 (Quantitative)
* LSAT Preparation - Part 1
* LSAT Preparation - Part 2
* SAT/ACT Preparation - Part 1
* SAT/ACT Preparation - Part 2

## Digital Photography

* Discover Digital Photography
* Introduction to Photoshop CS6
* Photographing People with Your Digital Camera
* Photoshop Elements for the Digital Photographer
* Photoshop CC for the Digital Photographer

## Healthcare & Medical

* Become a Physical Therapy Aide
* Become an Optical Assistant
* Become a Veterinary Assistant
* Certificate in End of Life Care
* Certificate in Gerontology
* Certificate in Stress Management
* Handling Medical Emergencies
* Human Anatomy and Physiology
* Introduction to Natural Health and Healing
* Medical Coding
* Medical Math
* Medical Terminology: A Word Association Approach
* Medical Transcription

## C:\Users\gejimenez\Dropbox\WASC\WASC Pics\CVAS logo GIF.GIFCreative Writing

* Advanced Fiction Writing
* Beginner’s Guide To Getting Published
* How to Make Money from Your Writing
* Research Methods for Writers
* The Craft of Magazine Writing
* The Keys to Effective Editing
* Travel Writing
* Writing Essentials
* Write Fiction Like a Pro
* Write Your Life Story
* Writeriffic: Creativity Training for Writers

**Children, Parents & Family**

* Helping Elderly Parents
* Enhancing Language Development in Childhood
* Genealogy Basics
* Marriage and Relationships: Keys to Success
* Luscious, Low-Fat, Lightning-Quick
* Understanding Adolescents

## Languages

* Beginning Conversational French
* Conversational Japanese
* Discover Sign Language
* Grammar Refresher Series
* Instant Italian
* Spanish in the Classroom
* Speed Spanish I
* Speed Spanish Series

## Law & Legal

* Employment Law Fundamentals
* Introduction to Criminal Law
* Legal Nurse Consultant
* Paralegal Preparation 1
* Real Estate Law
* Workers’ Compensation
* Workplace Law Essentials Value Suite

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## Art, Math, & More

* Everyday Math
* Introduction to Algebra
* Introduction to Guitar
* Introduction to Interior Design
* Start Your Own Arts and Crafts Business

## Personal Finance

* Introduction to Stock Options
* Keys to Successful Money Management
* Personal Finance
* Real Estate Investing
* Stocks, Bonds and Investing: Oh, My!
* The Analysis and Valuation of Stocks
* Where Does All My Money Go?

## Teaching & Teaching Tools

* Creating a Classroom Website
* Creating the Inclusive Classroom: Strategies for Success
* Differentiated Instruction in the Classroom
* Educators Fundamental Series
* Guided Reading: Strategies for the Differentiated Classroom
* Integrating Technology in the Classroom
* Microsoft PowerPoint 2016 in the Classroom
* Ready, Set, Read!
* Response to Intervention: Reading Strategies That Work
* Singapore Math Strategies: Model Drawing for Grades 6-9
* Solving Classroom Discipline Problems
* Survival Kit for New Teachers
* Teaching Adult Learners
* Teaching Math: Grades 4-6
* Teaching Science: Grades 4-6
* Teaching Students with Autism: Strategies for Success
* Teaching Smarter with SMART Boards
* Teaching Writing: Grades 4-6
* Using the Internet in the Classroom

## Computer Fundamentals

* Basic Computer Skills Suite
* Computer Skills for the Workplace
* Introduction to Windows 10
* Keyboarding
* Introduction to PC Security
* Introduction to PC Troubleshooting
* Introduction to Programming
* Introduction to Networking

## Computer Applications

* Introduction to Microsoft Access 2016
* Introduction to Microsoft Excel 2016
* Introduction to MS PowerPoint 2016
* Introduction to Microsoft Outlook 2013
* Introduction to Microsoft Project 2016
* Introduction to Microsoft Publisher 2013
* Introduction to Microsoft Word 2016
* Intermediate Microsoft Access 2016
* Intermediate Microsoft Excel 2016
* Intermediate Microsoft Word 2016
* Advanced Microsoft Excel 2016
* Introduction to Adobe Acrobat X
* Introduction to Illustrator CS6
* Introduction to Oracle
* Intermediate Photoshop CC
* Introduction to QuickBooks Online
* Introduction to QuickBooks 2016
* Intermediate QuickBooks 2017
* Performing Payroll in QuickBooks 2015
* QuickBooks 2015 for Contractors
* Microsoft Excel 2016 Series
* Microsoft Office 2016 Value Suite
* Accounting with Excel 2019 Suite

## Certificate Prep

* Advanced CompTIA A+ Certification Prep
* Basic CompTIA A+ Certification Prep
* CompTIA Security+ Certification Prep
* CompTIA Security+ Certification Prep 2
* CompTIA® Network+ Certification Prep
* PMP Certification Prep 1
* PMP Certification Prep 2

## Computer Programing

* Creating Mobile Apps with HTML5
* How to Get Started in Game Development
* Java Programming Series
* Introduction to Ajax Programming
* Introduction to C# Programming
* Intermediate C# Programming
* Introduction to Crystal Reports
* Introduction to JQuery
* Introduction to C++ Programming
* Introduction to Python 3 Programming
* Introduction to Java Programming
* Intermediate PHP and MySQL
* Intermediate Visual Basic

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Learn the most efficient methods to conduct research for any writing project.

Human Resource Management Suite

These courses will teach you how to handle basic human resource functions, how to attract and retain top talent to be competitive in the global marketplace, as well as how to turn your company into a high performance workplace to increase profits, achieve a high rate of success, and become a desirable workplace.

Small Business Marketing on a Shoestring (Self-Paced Tutorial)

Discover small business marketing strategies that can help you attract attention, woo your target audience, grow your customer base, and expand your profits—all for little or no money.

* Introduction to Database Development
* Introduction to XML

## Database Management

* Introduction to SQL
* Intermediate Microsoft Access 2016
* Oracle Series

## Graphic & Multimedia

* Drawing for the Absolute Beginner
* Introduction to InDesign CC
* Introduction to Illustrator CS6
* Introduction to Lightroom Classic CC
* Introduction to Photoshop CS6
* Intermediate Photoshop CC
* Intermediate Photoshop CS6
* Responsive Web Design

## Networking/Communications

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* Computer Networking Suite
* Introduction to Networking

New Manager Suite

Learn how to be an effective manager or supervisor by developing leadership skills that can help you gain the respect and admiration of others. You will also learn how to master the basics of business and organizations, the people skills required to motivate and delegate, the tools for solving problems and resolving conflicts, and the basics of communicating effectively.

Legal Nurse Consultant (Self-Paced Tutorial)

Begin a new career by helping attorneys understand and resolve medical cases and claims.

Medical Coding

Learn how to use CPT manual and ICD-10-CM to find medical codes for any disease, condition, treatment, or surgical procedure.

Administrative Assistant Suite

In this discounted bundle suite, you will learn the skills you need to excel as an administrative professional or executive assistant

Grant writing Suite

Learn everything you need to know to start writing grant proposals and consult or volunteer for non-profit, public foundations.

Writing and Editing Value Suite

Brush up on your grammar, writing, and editing skills with this discounted bundle of online courses!

Administrative Assistant Fundamental (Self-Paced Tutorial course will help you discover and master the essentials of managerial and staff support, information and records management, communications technology, travel and meeting coordination, space planning, and office ergonomics. You will become an indispensable member of your team by identifying opportunities and implementing solutions to turn your office into a high productivity machine.

* Intermediate Networking
* Understanding the cloud
* Wireless Networking

## Security

* Introduction to PC Security
* Advanced PC Security

## Web Technology

* Achieving Top Search Engine Positions
* Advanced CSS3 and HTMLS 5
* Advance Web Pages
* Creating WordPress Websites Series
* Designing Effective Websites
* High Speed Project Management
* Introduction to CSS3 and HTML5
* Introduction to JavaScript
* Introduction to PHP and MySQL
* Managing Web Design Projects
* Web Design Value Suite

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| **1099 Orchard Avenue**  **Coachella, CA 92236**  **(760) 398-6302**  **adulted.cvusd.us/coachella-valley-adult-school**  C:\Users\gejimenez\Dropbox\WASC\WASC Pics\CVAS logo GIF.GIF |  | |
| Coachella Valley Adult School History  Located in the city of Coachella, California, the Coachella Valley Adult School, operating since 1952 is the largest adult school in the Coachella Valley and is the third largest adult school in Riverside County.  Fully accredited by the Western Association of Schools and Colleges, Coachella Valley Adult School offers ESL (English as a Second Language), Adult High School Diploma, GED (in English & Spanish), Career Training programs such as Real Estate License Program, Computer Classes, Notary Public, online classes, citizenship classes, and much more.  California Adult SchoolsIn the last ten years, we have assisted over 4,000 students receive their U.S.A. Citizenship.  16C:\Users\gejimenez\Dropbox\WASC\WASC Pics\CVAS logo GIF.GIF | Directory of Campuses  Directorio de Planteles  **These locations are subject to change. / Estas ubicaciones están sujetas a cambios.** | |
| Coachella Valley Adult School  Main Campus  1099 Orchard Avenue  Coachella, CA 92236  Andrew Jackson Elementary School  82850 Kenner Ave.  Indio, CA 92201  Benjamin Franklin Elementary School  77800 Calle Tampico,  La Quinta, CA 92253  Coachella Valley High School  83800 Airport Blvd.  Coachella, California, 92236  Desert Hot Springs Family Center  11625 West Dr. Room 25  Desert Hot Springs, CA 92240  Herbert Hoover  44300 Monroe St.  Indio, CA 92201  Hope Center  44875 Deep Canyon Rd. Suite #2  Palm Desert, CA 92260  Lyndon B. Johnson  44640 Clinton St.  Indio, CA 92201  James Workman Middle School  69-300 30th Avenue  Cathedral City, CA 92234  John Glenn Middle School  79655 Miles Ave.  Indio, CA 92201 | Las Palmitas Elementary School  86150 Ave 66,  Thermal, CA 92274  Mecca Clinic  91275 66th Ave., Ste. 500,  Mecca, CA 92254  Saul Martinez Elementary School  65705 Johnson St.  Mecca, CA 92254  Oasis Elementary School  88175 74th Avenue  Thermal, CA 92274  Palm Springs High School  2401 E. Baristo Rd.  Palm Springs, CA 92262  CS Reentry Initiative  4550 Grace St.  Indio, CA 92201  Sea View Elementary School  2467 Sea Shore Ave.  Salton City, CA 92275  Toro Canyon Middle School  86150 Ave 66,  Thermal, CA 92274  Valle Del Sol Elementary  51433 Education Way,  Coachella, CA 92236  West Shores High School  2381 Shore Hawk Ave.  Salton City, CA 92275 |