

FALL 2024

# COURSE CATALOG

Choose Your Academic and Career Pathway to Success!

EDUCATOR PROFESSIONAL DEVELOPMENT    WORKFORCE TRAININGS & CERTIFICATES    SKILL BUILDING- COMMUNITY ENRICHMENT



**W**  
MONTANA  
WESTERN

School  
of Outreach



## HOW TO REGISTER

### BY PHONE: 406.683.7537

Our friendly staff can help you complete registration in 15 minutes or less. Mastercard, Visa, and Discover cards are accepted over the phone for all non-credit course registrations. Please have all registration and card information on hand when calling.

### IN-PERSON:

The School of Outreach office is located in Main Hall room 115 and is open for registration from 8 a.m. to 5 p.m., Monday-Friday.

### ONLINE:

Send email correspondence to outreach@umwestern.edu  
Registration forms can also be requested through email or found on our website at [www.umwestern.edu/school-of-outreach](http://www.umwestern.edu/school-of-outreach)

### ACCESSIBILITY:

Upon request, Montana Western provides reasonable accommodations, including written materials in alternative formats for persons with documented disabilities. For more information, please contact UMW Dean of Students by calling 406-683-7900.

### MATERIALS:

Some courses require additional books and supplies not covered by the course fee. These supply lists will either be provided upon registration, by the instructor prior to class, or within the course description.

### CANCELLATION, FEES AND WAIVERS:

Registration may be canceled for non-payment of fees. Cancellation does not necessarily eliminate registrant from financial obligation. Students taking only extension or non-credit courses do not need to apply or pay for admission. Extension and non-credit courses may not qualify for federal financial aid or fee waivers. Contact the School of Outreach for more information.

## DATES TO REMEMBER

### Fall Semester begins

August 19th

### Fall VESi Registration closes

October 15th

### Office Closed

Sept 2nd, Nov 11th, Nov 28th-29th

### Fall Semester ends

December 10th

### Spring VESi Registration opens

December 15th

Let's Get Connected for Our Latest News & Updates

- on Facebook @University of Montana Western School of Outreach
- on Instagram @umwschoolofoutreach
- Subscribe to our eNewsletter

### Montana Western School of Outreach

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outreach@umwestern.edu  
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CRN	Course Number	Title	Semester Credit	Instructor	Location	Dates	Time	Course Fee	UMW Fee	Registration Deadline
TBD	COA 210E	Introduction to Officiating: Basketball	1	Engellant	Hybrid: Zoom + Dillon, MT	Oct 30 - Dec 7	Wed; 6:30-8 pm via Zoom + Dec 7 @ UMW	\$60	\$135	Oct 18
7824	EDU 491E	Advanced Classroom Management: Children as Change Agents	2	Jackson	Online	TBD	TBD	\$150	\$175	Oct 15
7825	EDU 491E	Attention Deficit Hyperactivity Disorder: Information & Intervention for Effective Strategies	2	Jackson	Online	TBD	TBD	\$150	\$175	Oct 15
7826	EDU 491E	Autism Spectrum Disorder: Information & Intervention for Effective Strategies	2	Winnega	Online	TBD	TBD	\$150	\$175	Oct 15
7827	EDU 491E	Behavior is Language: Strategies for Managing Disruptive Behavior	2	Jackson	Online	TBD	TBD	\$150	\$175	Oct 15
7828	EDU 491E	Build School Communities: Brain Smart Classroom Management	2	Reverman	Online	TBD	TBD	\$150	\$175	Oct 15
7829	EDU 491E	Child Abuse: Working With Abused & Neglected Children	2	Halverstadt	Online	TBD	TBD	\$150	\$175	Oct 15
7830	EDU 491E	Drugs & Alcohol in Schools: Understanding Substance Use & Abuse	2	Lea	Online	TBD	TBD	\$150	\$175	Oct 15
7831	EDU 491E	Educational Assessment: Assessing Student Learning in the Classroom	2	Lea	Online	TBD	TBD	\$150	\$175	Oct 15
7892	EDU 491E	Educational Technology: Effective Use of Technology in the Classroom <b>NEW Course this Fall!</b>	3	Rhodes	Online	TBD	TBD	\$150	\$215	Oct 15
7832	EDU 491E	English Language Learner: Evaluation & Assessment	3	Lea	Online	TBD	TBD	\$150	\$215	Oct 15
7833	EDU 491E	English Language Learner: Language Acquisition	3	Lea	Online	TBD	TBD	\$150	\$215	Oct 15
7836	EDU 491E	English Language Learner: Linguistics	3	Lea	Online	TBD	TBD	\$150	\$215	Oct 15
7835	EDU 491E	English Language Learner: Methods & Materials	3	Lea	Online	TBD	TBD	\$150	\$215	Oct 15
7837	EDU 491E	Harassment, Bullying & Cyber-Intimidation in Schools	2	Reynolds	Online	TBD	TBD	\$150	\$175	Oct 15
7838	EDU 491E	Inclusion: Working with Students with Special Needs in General Education Classrooms	2	Lea	Online	TBD	TBD	\$150	\$175	Oct 15
7839	EDU 491E	Learning Disabilities: Practical Information for the Classroom Teacher	3	Lea	Online	TBD	TBD	\$150	\$215	Oct 15
7840	EDU 491E	Reading & Writing in Content Area	2	Bernards	Online	TBD	TBD	\$150	\$175	Oct 15
7841	EDU 491E	Reading Fundamentals #1: An Introduction to Scientifically-based Research	2	Jackson	Online	TBD	TBD	\$150	\$175	Oct 15
7842	EDU 491E	Reading Fundamentals #2: Laying the Foundation for Effective Reading Instruction	2	Jackson	Online	TBD	TBD	\$150	\$175	Oct 15
7843	EDU 491E	Reading Fundamentals #3: The Elements of Effective Reading Instruction & Assessment	3	Jackson	Online	TBD	TBD	\$150	\$215	Oct 15
7844	EDU 491E	Response to Intervention: Practical Information for the Classroom Teacher	3	Lea	Online	TBD	TBD	\$150	\$215	Oct 15
7845	EDU 491E	Six Traits of Writing Model: Teaching & Assessing	2	Lea	Online	TBD	TBD	\$150	\$175	Oct 15
7846	EDU 491E	Social Emotional Learning: Optimizing Learning Environments with Life Skills	3	Lea	Online	TBD	TBD	\$150	\$215	Oct 15
7847	EDU 491E	Supporting At-Risk Young Learners & Their Families	3	Halverstadt	Online	TBD	TBD	\$150	\$215	Oct 15

**KEY** E Extension Course TBD To Be Determined V Variable Credit Moodle Learning Management System Partner Initiated VESi Course

CRN	Course Number	Title	Semester Credit	Instructor	Location	Dates	Time	Course Fee	UMW Fee	Registration Deadline
7848	EDU 491E	Talented & Gifted: Working with High Achievers	2	Bernards	Online	TBD	TBD	\$150	\$175	Oct 15
7849	EDU 491E	Teaching Diversity: Influences & Issues in the Classroom	2	Lea	Online	TBD	TBD	\$150	\$175	Oct 15
7850	EDU 491E	Teaching Elementary Math Conceptually: A New Paradigm	2	Chapell	Online	TBD	TBD	\$150	\$175	Oct 15
7851	EDU 491E	Teaching Secondary Math Conceptually: Meeting Mathematics Standards	3	Chapell	Online	TBD	TBD	\$150	\$215	Oct 15
7852	EDU 491E	Traumatized Child: The Effects of Stress, Trauma & Violence on Student Learning	2	Halverstadt	Online	TBD	TBD	\$150	\$175	Oct 15
7853	EDU 491E	Try DI!: Planning & Preparing a Differentiated Instruction Program	3	Dahl	Online	TBD	TBD	\$150	\$215	Oct 15
7854	EDU 491E	Understanding Aggression: Coping with Aggressive Behavior in the Classroom	3	Lea	Online	TBD	TBD	\$150	\$215	Oct 15
7855	EDU 491E	Understanding & Implementing Common Core Standards	3	Dahl	Online	TBD	TBD	\$150	\$215	Oct 15
7856	EDU 491E	Violence in Schools: Identification, Prevention & Intervention Strategies	2	Lea	Online	TBD	TBD	\$150	\$175	Oct 15
7857	EDU 491E	Why DI? An Introduction to Differentiated Instruction	3	Dahl	Online	TBD	TBD	\$150	\$215	Oct 15

### Advanced Classroom Management: Children as Change Agents

This course focuses on cognitive and cognitive-behavioral interventions with an emphasis on teaching students how to change and manage their own behavior. Previous knowledge and understanding of traditional behavioral concepts and strategies is required. It is recommended that students take an introductory behavior management course to learn the basic terms and concepts of behavior management prior to taking this course.

### Attention Deficit Hyperactivity Disorder: Information & Intervention for Effective Teaching

This course will help the learner achieve a better understanding of ADHD and intervention strategies to facilitate positive student change. learn the history of the disorder, accepted methods to assess and identify students with the disorder, and various methods, medications, and strategies that are currently used to treat it. Referral processes for providing services to the student outside of the classroom will also be addressed.

### Autism Spectrum Disorder: Information & Intervention for Effective Strategies

Provides information on the characteristics of the disorder, associated learning styles, communication weaknesses and various intervention strategies that have proven to be successful when working with students

with Autism spectrum disorders. Make sense of why individuals with Autism spectrum disorders act the way they do and what you can do to enhance more appropriate behavior.

### Behavior is Language: Strategies for Managing Disruptive Behavior

This course is designed to give the learner a new perspective on student behavior and effective tools to facilitate positive student change. This course provides a developmental framework to help the learner understand what students are trying to communicate through the "language" of their behavior. Topics covered include behavioral techniques and intervention strategies that remediate disruptive behaviors, reduce power struggles while increasing classroom control, reduce educator workload, and help prevent burnout. After successfully completing this course, the educator and his/her students will be better equipped to find and implement creative, effective solutions to behavioral problems.

### Build School Communities: Brain Smart Classroom Management

This course helps teachers build genuine bonds between themselves and their students and between students and their classmates, to create "kindred classhomes" with a foundation of acceptance, respect, and shared purpose. This course will help you develop strategies, rituals, and environmental design skills to create these safe havens of learning. Students will learn how to differentiate for classroom management and

discipline similarly to differentiating for students' diverse academic needs.

### Child Abuse: Working with Abused & Neglected Children

This course covers how to recognize the signs of physical, emotional, and sexual abuse, and physical and emotional neglect in students. It also discusses the specific factors that exist in families who abuse or neglect their children. A major emphasis in this course is on helping the participant understand the special learning needs of abused or neglected children and how to meet those needs in the regular classroom. Focus on working with parents and community agencies.

### Drugs & Alcohol in Schools: Understanding Substance Use & Abuse

This course provides a contextual framework for understanding what students may be experiencing either through their own substance use or as a result of the substance use of persons close to them and provides a basic historical perspective of substance use along with the biological, psychological, and social factors that comprise the disease of addiction. Upon course completion, the learner will better understand the complex dynamics that contribute to this biological and social phenomenon.

## Educational Assessment: Assessing Student Learning in Classroom

This course is designed to further develop the conceptual and technical skills required by teachers to help them identify their educational goals and implement meaningful instructional strategies for effective learning by students with special needs. The focus of the course is on assessment for instructional programming and will outline procedures for designing or selecting, administering, and interpreting, a variety of informal assessment measures typically used in schools.

## Educational Technology: Effective Use of Technology in the Classroom

Technology integration doesn't have to be hard. In fact, it should be easy! Regardless of your skill level, this course will walk you through innovative technology that will inspire your creativity and elevate the way you share information and ideas. Students will learn how to select and evaluate technology tools to align to current curriculum. You will gain knowledge and skill to effectively pursue professional growth in educational technology. Through discovery, reflection, and analysis you will realize practical applications of interactive digital tools. You will have the opportunity to explore easy to learn internet-based multimedia that can be integrated inside and outside of the classroom. This course will also provide pathways for you to improve your practice through self-reflection. You will leave with a toolbox of strategies and ideas to transform everyday content into extraordinary products.

## English Language Learners: Evaluation & Assessment

This course discusses what is a high-quality assessment and the scope of assessments including initial placement, annual assessments, and exit assessments. This course ends with a discussion of classroom assessments including accommodations for those who need language assistance.

## English Language Learners: Language Acquisition

This course discusses developmental theories and how they apply to English language learners. The focus is on the process of second language acquisition and the role of the classroom teacher. Included in this course is information about the legal obligations of schools and teachers to provide services and about the types of programs

schools might provide. Included is information on communicating with parents/guardians.

## English Language Learners: Linguistics

ELL: Linguistics was written to help teachers understand concepts and terms related to educating students whose first language is not English. This course discusses how to understand theoretical foundations of linguistics and how to apply the knowledge and skills in linguistics in ELL classrooms and content classrooms.

## English Language Learners: Methods & Materials

This course discusses how to apply instructional methods in creating lessons; how to create a motivating and caring learning environment; how to integrate teaching reading, writing, speaking, and listening skills; how to differentiate instruction for English language learners; and how to identify culturally appropriate curriculum and instructional resources.

## Harassment, Bullying & Cyber-Intimidation in Schools

This course will discuss definitions and the personal, social, and legal ramifications associated with sexual harassment, bullying, and cyber-intimidation. The course will address what we know about these troubling areas and explore preventative strategies as well as how school staff can address these issues when they occur. A clear understanding of what constitutes harassment and the harmful effects of harassment on people and institutions is essential to providing a safe and inclusive school environment for all.

## Inclusion: Working with Students with Special Needs in General Education Classrooms

Inclusion is a current educational reform movement that advocates educating students with disabilities in the general education classroom. Upon completion, the learner will be able to define key concepts and terms, identify and describe federal legislature and court cases, and list and describe the federal definition of students entitled to special services. This course will also discuss the roles and responsibilities of educators in providing special services to students educated in inclusive classrooms.

## Introducton to Officiating: Basketball

Be part of the action as a referee-become a Basketball Official! Learn how to become an official from MOA officials and practice your referee skills through a clinic at the end of the class. This class covers the basics of officiating via weekly sessions-either in person in Dillon or join by Zoom. Students will attend a referee clinic hosted on the campus of Montana Western to officiate live action games where they will be mentored by MOA officials. This is a hybrid course; attend weekly evening sessions in person or via Zoom. Get a chance to try out your whistle on the UMW Bulldog basketball court duiring a live-action basketball practice contests involving local youth. Must be able to commit to live session on Saturday, December 7th in Dillon.

## Learning Disabilities: Practical Information for the Classroom Teacher

This course lays the foundation for sensitive, appropriate assessment and evaluation of students. This course covers program planning and implementation, stresses the importance of a close, positive partnership with parents or alternative caregivers, and explores methods for ensuring that the home-school axis is effective and meaningful. Major trends and unresolved issues in the field of learning disabilities are also discussed.

## Reading & Writing in Content Area

This course offers instruction in teaching reading and writing in various subject matter fields at the secondary level. The material stresses the skills of vocabulary building, comprehension, and writing, as well as methods for motivating adolescents to read and write. The course also provides information on recognizing reading difficulties, assessing textbooks, and the integration of reading strategies within a content area. The strategies taught are aligned with the Praxis Reading Across the Curriculum test guide and the Reading in the Content Area national standards.

## Reading Fundamentals #1: An Introduction to Scientifically-based Research

This course will improve your knowledge of science and the scientific process. This is the first course in a three-course series. This course is designed to be an informational course with application to educational settings. The curriculum suggestions and teaching strategies explained are designed to be used

for the teaching and remediation of students in kindergarten through sixth grade. Some alterations may be needed if working with specific populations such as gifted, ESL, or special education.

## Reading Fundamentals #2: Laying the Foundation for Effective Reading Instruction

Designed to lay the foundation for effective reading instruction, this course will teach you about the elements of effective instruction and the importance of reading instruction. Teachers benefit, and more importantly, students benefit, both in terms of their behavior and their academic performance. Further, you will learn about the importance of reading instruction and read some sobering statistics on reading performance in this country and what happens when individuals are not proficient in reading.

## Reading Fundamentals #3: The Elements of Effective Reading Instruction & Assessment

This course will focus on learning to read, reading to learn, and an introduction to reading assessment. As part of these two key areas of reading instruction, the five elements of effective reading instruction will be highlighted, including definitions, implications for instruction, and future directions. These five elements include instruction in: phonemic awareness, phonics, fluency, vocabulary, and text comprehension. The course will provide information on important assessment terms and definitions and will explore how reading assessment fits within the Reading First Program. This analysis includes specific recommendations on 29 reading assessments. Finally, the course describes how teachers can conduct pivotal curriculum-based measurement procedures in their classrooms.

## Response to Intervention: Practical Information for the Classroom Teacher

RTI, or Response to Intervention, is a process schools can and should use to help students who are struggling with academics or behavior. RTI is primarily linked to special education and the early identification of learning problems, RTI is not just for students in special education. RTI is for all students and is based on the premise that a student might be struggling due to instruction or the curriculum in the past, or in the current classroom. Every teacher will have students who are struggling and whether it's short term or long term, RTI is a valuable tool.

## Six Traits of Writing Model: Teaching & Assessing

This course will discuss why writing is important and why teachers should include writing as often as possible in all content areas. The course will also include practical applications for assessing and teaching writing, including teaching students how to self-assess their own writing. This course will discuss why teaching writing is important provide an introduction and discuss the elements of the Six Traits of Writing Model. Throughout those elements we will look at practical ways to use this model in your classroom.

## Social Emotional Learning: Optimizing Learning Environments with Life Skills

Social-emotional learning (SEL) is teaching life skills that are foundational to motivation in the classroom and classroom management. Students who have strong social and emotional skillsets will be more successful in the classroom and in life in general. In this course, students will first examine what social-emotional learning is, including the research foundational to SEL. Then students will examine the five SEL competencies—self-awareness, self-management, social awareness, relationship skills, and responsible decision-making—and explore how each of these can be developed first in the classrooms and then in the schools to create optimal learning environments.

## Supporting At-Risk Young Learners & Their Families

This course discusses the reasons some children are considered at risk of not reaching their full potential and how educators can reverse negative trends. The course discusses the external situations that cause risk, such as poverty, family dysfunction, and environmental influences such as violence, in addition to the internal factors, such as temperament, being a second language learner, and having a disability or a mental health concern. A major emphasis for the class is on how to work with families to provide the resources the family needs to provide healthy and developmentally appropriate experiences for young children. Interventions for both the child and the family are included, as are the hallmarks of excellent early childhood programs.

## Teaching Diversity: Influences & Issues in the Classroom

Designed to give teachers the knowledge, tools and dispositions to effectively facilitate a diverse classroom. This course will help teachers understand and identify differences in approaches

to learning and performance, including different learning styles and ways in which students demonstrate learning. An emphasis in this course will be on understanding how students' learning is influenced by individual experiences, talents, disabilities, gender, language, culture, family and community values. Participants will be challenged to apply knowledge of the richness of contributions from our diverse society to your teaching field.

## Teaching Elementary Math Conceptually: A New Paradigm

This course is designed to expand your methodology for teaching mathematics. The course will explore an innovative teaching model that incorporates strategies for teaching concepts constructively and contextually. The goal is for you to gain a deeper understanding of the underlying concepts of various math topics and to explore the principles of teaching those concepts to learners. This course will focus on the topics of number sense, basic operations, and fractions.

## Teaching Secondary Math Conceptually: Meeting Mathematics Standards

This course will explore an instructional methodology that incorporates strategies for teaching concepts constructively and contextually. The goal is for you to gain a deeper understanding of the underlying concepts of various math topics and explore the principles of teaching those concepts to learners. The course will also explore teaching methodologies that support many federal and state standards.

## Traumatized Child: The Effects of Stress, Trauma & Violence on Student Learning

Participants will learn the signs and symptoms of stress and trauma and explore how stress, violence, and trauma affect a student's learning, cognitive brain development, and social-emotional development. The consequences of being exposed to stress, trauma, or violence, as well as the social and family causes, will be reviewed. The dynamics of domestic violence and community violence are also discussed, as is the educator's role in the intervention and prevention of violence. in K-12 settings.

**Try DI!: Planning & Preparing a Differentiated Instruction Program**

Differentiated Instruction (DI) is aimed at creating supportive learning environments for diverse learning populations. Learn methods for self-assessment of the extent to which their current instructional approach reflects the perspective, principles, and practices of the DI approach. The concept of a "theory of action" will also be provided within a DI context. Strategies included in this course have been selected on the basis that they are effective in the widest possible range of educational K-12 settings.

**Understanding Aggression: Coping with Aggressive Behavior in the Classroom**

This course includes topics on violence, aggression in the classroom, youth gangs, aggression in sports and on television, how drugs and alcohol play a role in aggression and violence, and "hot spots" that tend to breed aggression and violence. It is designed to help school personnel become more aware of the causes of aggression and ways to evaluate it and intervene before it turns to violence in the schools.

**Understanding & Implementing Common Core Standards**

This course has been divided into four chapters. The organization of the course covers the rationale for and design of the Common Core State Standards, the "Common Core Mindset" practitioners need for successful implementation, and what specific actions can be taken for deeper implementation across settings.

**Violence in Schools: Identification, Prevention & Intervention Strategies**

This course provides an overview of violence and the motivational purposes behind aggression. The correlation and impact of the media, community, and family upon violence is investigated. Gain an understanding of identification and intervention approaches to working with out-of-control behaviors. Participants will have a better understanding of violence and the motivations behind its use, as well as specific strategies to minimize the occurrence of violence in the school and community.

**Why DI?: An Introduction to Differentiated Instruction**

Learn what is meant by Differentiated Instruction (DI) and the common myths associated with creating the differentiated classroom. Legal, theoretical, and pedagogical foundations in the field of education that support the utilization of differentiated instructional practices and principles will be discussed. Reflect on best practices and national trends in the design of the educational setting to meet the needs of a diverse learning population. This course also provides connections to a variety of concepts, variables, and resources that will assist practitioners in aligning their own professional practices with those found in the differentiated classroom.



**MAKE THE CALL**

**ALL ARE WELCOME!**  
High school students, teachers & community members.

**INTRO TO SPORTS OFFICIATING BASKETBALL (COA 210)**

**OCT 30 - DEC 7, 2024**

**WEEKLY ZOOM SESSIONS:**  
Oct 30, Nov 6, Nov 13, Nov 20  
Wednesdays from 6:30-8:00 pm (Zoom)

**IN-PERSON REFEREE CLINIC:**  
Sat, Dec 7, 10:00 am - 2:00 pm @ UMW Campus, BARC

**Instructor:** Kevin Engellant  
For ages 14+  
UMW Tuition: \$135  
1 semester credit  
Course Fee: \$60 (Referee whistle included)  
Registration deadline: Oct 18th

**TO REGISTER:**  
**CONTACT SCHOOL OF OUTREACH @ 406-683-7537**

Learn how to become an official from MOA officials and practice your referee skills through a clinic at the end of the class. This class covers the basics of officiating via weekly sessions—either in person in Dillon or join by Zoom. Students will attend a referee clinic hosted on the campus of Montana Western to officiate live action games where they will be mentored by MOA officials.



**Register & pay in one, quick step! productivity.**

Choose a course → Register by the course deadline → Check your email for confirmation and instructions

**Educator Professional Development Courses**



**KEY FEATURES**

- Instructor-led courses
- In-person, online or hybrid
- Registration deadlines are course specific
- Course access: 3-5 days post registration
- Completion date unique to course
- Transcripts available January 2025



**KEY FEATURES**

- Self-paced courses
- Online
- Registration: Aug 15th - Oct 15th
- Course access: 3-5 days post registration
- Completion date Dec 10, 2024
- Transcripts available January 2025

**REGISTER NOW**



**Your Pathway to Success Begins Here**

These K-12 professional development classes are available to educators through Montana Western. Classes are post baccalaureate undergraduate semester credits. Verify with your school district, certification board, or licensing board to ensure these courses will meet your professional development needs prior to registering.

406-683-7537 | outreach@umwestern.edu

[WWW.UMWESTERN/OUTREACH.EDU](http://WWW.UMWESTERN/OUTREACH.EDU)

Title	Duration	Location	Dates	Time	Partner	Partner Fee	UMW Fee	Registration Deadline
Dental Assistant	12 months	Online	TBD	TBD		\$3799		Open Enrollment
Healthcare IT Professional	12 months	Online	TBD	TBD		\$4299		Open Enrollment
Medical Administrative Assistant	8 months	Online	TBD	TBD		\$3499		Open Enrollment
Medical Billing and Coding Professional	12 months	Online	TBD	TBD		\$3699		Open Enrollment
Medical Lab Assistant	12 months	Online	TBD	TBD		\$4199		Open Enrollment
Medical Office Manager	8 months	Online	TBD	TBD		\$4199		Open Enrollment
Medical Records Specialist	4 months	Online	TBD	TBD		\$2799		Open Enrollment
Mental Health Technician	12 months	Online	TBD	TBD		\$3399		Open Enrollment
Pharmacy Technician	12 months	Online	TBD	TBD		\$3899		Open Enrollment
<a href="#">Phlebotomy Training</a>	2 weeks	Dillon, MT	Sept 18-Oct 5	Sept 18- Oct 4 *Self-paced Oct 5 *Exam & Lab			\$385	Sept 18th

<b>KEY</b>	Online Course	Face-to-Face Course	ed2go Fundamentals	ed2go Career Training	Career Certificates
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## Dental Assistant

Our flexible, online Dental Assistant Program is designed to help you prepare to build the skills to start a new career. Through our courses, you'll build clinical and academic knowledge that aligns with industry-recognized certification exams like the National Entry-Level Dental Assistant (NELDA) component exams through the Dental Assisting National Board (DANB), the price of which is covered by your program cost. Your coursework will help prepare you to sit for the American Medical Technologist (AMT) Registered Dental Assistant (RDA) certification, allowing you to build a strong resume. Enroll [HERE](#).

## Healthcare IT Technician

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 Coder's (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. Enroll [HERE](#).

## Medical Administrative Assistant

Ready to get certified for a job that includes empowering managerial responsibilities, a social atmosphere, and a steady paycheck with benefits? This program was designed to help you pass the Certified Medical Administrative Assistant (CMAA) and Certified Electronic Health Record Specialist (CEHRS) exams and qualify you to become a skilled medical office administrative assistant. You'll learn to keep the front desk running smoothly, manage appointments, communicate clearly with staff, and maintain patients' health records. If you're ready for a rewarding, respected healthcare role, then you're ready to sign up for this medical administrative assistant certificate program. Enroll [HERE](#).

## Medical Billing & Coding 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 Coder's (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. Enroll [HERE](#).

## Medical Lab Assistant

Through the online Medical Laboratory Assistant training program, you'll build the skills and knowledge you need to start a successful, new, and rewarding career in the industry. Through self-paced courses and a hands-on externship, you'll learn the fundamentals of being a lab assistant, from administrative and ethical considerations to clinical procedures. Learners will receive a hands-on venipuncture kit as part of their training to help them better understand venipuncture processes and procedures. Your training will also help you prepare and sit for industry exams such as the CPT and CMLA in order to become a certified medical lab assistant. Enroll [HERE](#).

## Medical Office Manager

Our medical office management classes were developed by healthcare administration professionals and medical billers. And you benefit from all their years of hard-won experience. Our elite program is also reverse engineered from the industry's leading certifications, helping to ensure that you're able to take and pass the CMAA, CEHRS, and CBCS exams. (These are widely recognized and respected credentials from the National Healthcareer Association.) Additionally, our online medical office management program includes lots of hands-on training with ezEMRx

billing software and electronic health records (EHR). In other words, by the time you complete your training, you're gonna know your stuff. You'll have the skills and confidence to step right into your first gig managing a medical office. Enroll [HERE](#).

## Medical Records Specialist

Patient Care Technicians work in hospitals, clinics, rehabilitation centers, long term care facilities, physician offices and assisted living facilities. These professionals must possess the technical skills necessary to service complex patient care issues including: rehabilitation services, diagnostic tests, basic bedside care, collection of laboratory specimens, Phlebotomy and EKG's. In addition to labs requiring a student to practice and demonstrate EKG, Phlebotomy and base line nursing skills, lecture topics of this program include: medical terminology, anatomy and physiology and miscellaneous patient care concepts. Other topics include: HIPAA; vital signs; patient care; personal hygiene and grooming and aseptic technique among others. This program meets the necessary requirements to take the National Healthcareer Association (NHA) - Certified Patient Care Technician (CPCT); Certified Nurse Technician (CNT); and/or Certified Patient Care Associate (CPCA) national certification exams.. Enroll [HERE](#).

## Mental Health Technician

Patient Care Technicians work in hospitals, clinics, rehabilitation centers, long term care facilities, physician offices and assisted living

facilities. These professionals must possess the technical skills necessary to service complex patient care issues including: rehabilitation services, diagnostic tests, basic bedside care, collection of laboratory specimens, Phlebotomy and EKG's. In addition to labs requiring a student to practice and demonstrate EKG, Phlebotomy and base line nursing skills, lecture topics of this program include: medical terminology, anatomy and physiology and miscellaneous patient care concepts. Other topics include: HIPAA; vital signs; patient care; personal hygiene and grooming and aseptic technique among others. This program meets the necessary requirements to take the National Healthcareer Association (NHA) - Certified Patient Care Technician (CPCT); Certified Nurse Technician (CNT); and/or Certified Patient Care Associate (CPCA) national certification exams.. Enroll [HERE](#).

## Pharmacy Technician

This comprehensive program will prepare students to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's PTCB exam. Course content includes: pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions and defining drugs by generic and brand names. Through classroom lecture and hands on labs, students will review dosage calculations, drug classifications, the "top 200 drugs", I.V. flow rates, sterile compounding, dose conversions, aseptic

technique, the handling of sterile products, total parenteral nutrition (TPN), dispensing of prescriptions, inventory control and billing and reimbursement. This program meets the necessary requirements to take the Pharmacy Technician Certified Board (PTCB) – Certified Pharmacy Technician (PTCB) exam. Enroll [HERE](#).

## Phlebotomy Training

Students will be trained in both the theory and technique of Phlebotomy. You will learn the basic blood draw methods, which include: Vacutainer, Butterfly Draws, Finger Sticks. Other areas of study include: Basic Medical Terms, Universal Precautions, Professionalism, Patient's Rights. Students will receive a "Certificate of Completion" after successfully completing and passing both the written and the skills exams. The written exam must be passed at the beginning of the class on Saturday to continue on to the hands-on skills portion of the certification. Standard course fees includes ALL supplies and materials needed for the class. All of your supplies will be ordered at that time and your seat will be reserved. SPACE IS LIMITED! Each student is required to complete, and pass the skills test and the written exam to receive his/her certification along with attending the skills training on Saturday. NO DEGREE or Prerequisite is required but, you must be 18 years of age or older to enroll in our classes. Enroll [HERE](#).

# LOOKING FOR MORE HEALTHCARE CAREER OPTIONS?



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- Healthcare Documentation Specialist
- Healthcare IT Specialist
- Hemodialysis Technician
- Sterile Processing Technician

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Title	Duration	Location	Dates	Time	Provider	Partner Fee	UMW Fee	Registration Deadline
Auto CAD Basics	60 hours	Online	TBD	TBD		\$1595		Open Enrollment
Certified Paralegal	225 hours	Online	TBD	TBD		\$2695		Open Enrollment
CompTIA Certification Pro	12 months	Online	TBD	TBD		\$4299		Open Enrollment
Computer Technician	4 months	Online	TBD	TBD		\$2799		Open Enrollment
Customer Service Training	14 hours	Online	TBD	TBD		\$89		Open Enrollment
Digital Court Reporter	60 hours	Online	TBD	TBD		\$795		Open Enrollment
Entrepreneurship: Start-Up and Business Owner Management	6 months	Online	TBD	TBD		\$2795		Open Enrollment
Front-End Web Developer	6 months	Online	TBD	TBD		\$1995		Open Enrollment
Information Security Training	300 hours	Online	TBD	TBD		\$3295		Open Enrollment
Office Manager	18 months	Online	TBD	TBD		\$4995		Open Enrollment
Professional Grant Writing	90 hours	Online	TBD	TBD		\$2295		Open Enrollment
Professional Translator	100 hours	Online	TBD	TBD		\$2395		Open Enrollment
Veterinary Assistant	8 months	Online	TBD	TBD		\$3799		Open Enrollment

<b>KEY</b>	Online Course	Face-to-Face Course	ed2go Fundamentals	ed2go Career Training	Career Certificates
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## AutoCAD Basics

This AutoCAD Basics course will introduce you to the fundamentals of using AutoCAD for Computer-Aided Design (CAD). You will start at the very beginning—creating drafting symbols, kitchen and bath fixtures, a floor plan, and bringing everything together on a deliverable printed sheet. You will also create an abbreviated set of construction documents, such as a floor plan, roof plan, structural foundation plan, electrical plan, and building elevations. During this online AutoCAD course, you will learn about paper/model space and create deliverable sheet files. This class is hands-on, real-world applicable, and includes optional projects. Enroll [HERE](#).

## CompTIA Certification Pro

CompTIA Certification Pro training covers the knowledge and skills you need to successfully sit for industry-recognized certification. We want to support our learners in securing the certification that fits based upon your career goals and current job requirements. Your training includes exam vouchers for the certifications listed below – a significant value add of several hundred dollars. Enroll [HERE](#).

## Information Security Training

It's no question that cybersecurity is necessary for any organization. But in this growing field, how do you show that you're qualified to lead security efforts? Certification. Holding a certification from ISACA or (ISC)2 demonstrates your ability to identify, assess, and mitigate evolving security threats. This online cybersecurity training course will prepare you for three globally recognized certifications: ISACA's Certified Information Systems Auditor (CISA) and Certified Information Security Manager (CISM), and (ISC)2's Certified Information Security Professional (CISSP). This course offers enrollment with or without vouchers. The vouchers are prepaid access to sit for the (CISA) and (CISM) certifying exams upon eligibility. Proctor fees may apply, which are not included. Enroll [HERE](#).

## Computer Technician

Earning certifications from the Computing Our online Computer Technician training is reverse engineered from the Computing Technology Industry Association (CompTIA) certification—the most prestigious recognition of real-world

expertise you can get as a new computer technician. Simply put, if you're looking for an industry-aligned career retraining or upskilling option and wondering how to become a computer technician ... you just found what you were looking for. This program was developed to help you prepare for the CompTIA A+ exams. Enroll [HERE](#).

## Customer Service Training

This course will provide you with the information needed to understand how a positive attitude, going a step beyond basic customer service, and dealing effectively with complaints will enhance your work experience. You will learn the difference between internal and external customers. You will also learn how developing and implementing a comprehensive customer service policy promotes consistency in how customers are treated and keeps customers happy. Enroll [HERE](#).

## Certified Paralegal

The Paralegal course will help you gain the skills you need to enter the paralegal workforce. You will learn how to conduct legal research and

legal interviews, how to perform legal analyses, and more. As you prepare for your paralegal career, you will also receive soft skills training to increase workplace effectiveness. The course concludes with a capstone project. You will first create a complete litigation file that includes: a legal analysis brief, an investigative report, client interview checklist, intake memo, complaint, legal research, and interoffice memorandum of law. Then, you will learn how to create a strong resume that encompasses your specialized skill set and showcases the impact you would make for your next employer. Upon completion of the course, you will be prepared to sit for the Certified Paralegal exam through the National Association of Legal Assistants (NALA) upon eligibility. Please review the exam requirements prior to registering for this course. Enroll [HERE](#).

## Entrepreneurship: Start-Up and Business Owner Management

In this course, you will refine your startup idea as you prepare for the Entrepreneurship and Small Business Certification. You will learn all business areas of an entrepreneurship venture, such as legal structure and requirements, funding sources, intellectual property law, operations, marketing, advertising, and finances. By course completion, you will create a comprehensive business plan to get your startup idea off the ground and into the market. Prerequisites:

You should have basic keyboarding and computer skills and be comfortable navigating the Internet. You must also have an understanding of a word-processing computer program (Microsoft Word is recommended), and have email capabilities. This course is intended for anyone interested in developing their enterprise management skills, whether you want to start your own business or gain a better understanding of how to operate an established business. Enroll [HERE](#).

## Digital Court Reporter

This court reporter certification course thoroughly prepares you for the national certification exams offered by AAERT's (American Association of Electronic Reporters and Transcribers). Upon completion, you will be well-prepared to succeed in both the Certified Electronic Reporter (CER) and Certified Deposition Reporter (CDR) exams. The AAERT certification is the leading certification for courts and businesses throughout the United States and is required by various court systems and agencies for employment. Start your new career as a successful digital court reporter by learning all about proceedings, hardware and software needed to perform your responsibilities, legal system fundamentals, and essential industry

terminology. \*Note: If you are taking our court reporter training course to prepare for the certification exam, please research the locations you are interested in working at to determine whether they use digital reporting methods and ask if they recognize AAERT certification. Enroll [HERE](#).

## Office Manager

Office managers are vital in any business office setting, ensuring day-to-day workflow runs smoothly. This comprehensive online course will train you for a career as an office manager and equip you with a highly transferable skill set. You will learn effective business management techniques and gain essential computer software skills, including best practices for using QuickBooks Online and Microsoft Office applications. The Management Training Online course is perfect for business owners, entrepreneurs, and anyone who wants to learn the basics of business and management. The course consists of 12 separate modules geared to provide you with the vital information you need. You will gain an understanding of financial and accounting terms, successful negotiation strategies, the marketing process, employment law, compliance and regulatory requirements, and licensing, permits, and taxes. You will also learn about the seven management disciplines that are essential to success. Enroll [HERE](#).

## Professional Grant Writing

Throughout the course, you will learn about the certification process for grant professionals and write different elements of a complete grant application, culminating in a case statement for your capstone assignment with expert instructor feedback on each element. From grant funding trends to matching your course project to the right funding sources, you will be confident in differentiating yourself from a grant writer to a grant professional! You will also be prepared for the Grant Professional Certified (GPC) exam offered by the Grant Professionals Certification Institute (GPCI), which has minimum requirements of education and grant experience based on the level of education obtained. Enroll [HERE](#).

## Professional Translator

The demand for skilled Spanish translators is skyrocketing as our world becomes more interconnected. With our dynamic Spanish translator certification course, you will acquire the essential skills to thrive in a career as an English/Spanish translator. Not only will this translator certification course equip you with the necessary

expertise, but it will also prepare you for the highly esteemed American Translators Association (ATA) certification exam. Whether you're new to the translator and interpreter field or seeking to expand your skillset in a related industry, completing an ATA-certified course can open exciting career opportunities and enhance your professional prospects. Enroll [HERE](#).

## Veterinary Assistant

Developed by industry professionals with years of real-world experience, your vet assistant training is designed to help you build the skills that can be vital to on-the-job success. With engaging course materials, videos, learning games, and practical exercises, you'll gain the knowledge to confidently work in a busy veterinary clinic while also preparing to sit for the AVA exam. CareerStep's online Veterinary Assistant training covers the knowledge and skills you need to successfully sit for industry-recognized certification. We want to support our learners in securing the certification that fits based upon your career goals and current job requirements. Your training includes an exam voucher for AVA certification – a significant value add of several hundred dollars. Enroll [HERE](#).

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Title	Duration	Location	Dates	Time	Provider	Partner Fee	UMW Fee	Registration Deadline
Accounting Fundamentals	6 weeks	Online	TBD	TBD		\$129		Open Enrollment
Administrative Assistant Fundamentals	6 weeks	Online	TBD	TBD		\$129		Open Enrollment
Introduction to Microsoft Excel	6 weeks	Online	TBD	TBD		\$147		Open Enrollment
Keyboarding	6 weeks	Online	TBD	TBD		\$125		Open Enrollment
Keys to Effective Communication	6 weeks	Online	TBD	TBD		\$125		Monthly Sessions
Leadership	6 weeks	Online	TBD	TBD		\$135		Open Enrollment
Mastering Public Speaking	6 weeks	Online	TBD	TBD		\$129		Open Enrollment
Prepare for GED Test Series	12 weeks	Online	TBD	TBD		\$230		Monthly Sessions
Project Management Fundamentals	6 weeks	Online	TBD	TBD		\$135		Open Enrollment
Personal Finance	6 weeks	Online	TBD	TBD		\$129		Monthly Sessions
Resume Writing Workshop	6 weeks	Online	TBD	TBD		\$135		Open Enrollment
Using Social Media in Business	6 weeks	Online	TBD	TBD		\$135		Open Enrollment

**KEY** Online Course Face-to-Face Course ed2go Fundamentals ed2go Career Training Career Certificates 10 hour class

## Accounting Fundamentals

In this comprehensive course, you will learn the basics of double-entry bookkeeping, as well as how to analyze and record financial transactions. You will get hands-on experience with handling accounts receivable, accounts payable, payroll procedures, sales taxes, and various common banking activities. Accounting Fundamentals covers all the bases, from writing checks to preparing an income statement and closing out accounts at the end of each fiscal period. Whether you're a sole proprietor looking to manage your business finances or you simply want to gain an understanding of accounting basics for career advancement or for personal use, this course will give you a solid foundation in financial matters. Enroll [HERE](#).

## Administrative Assistant Fundamentals

Rapid growth in the health, legal services, data processing, management, public relations, and other industries have created many new job opportunities for administrative assistants. This 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. Enroll [HERE](#).

## Introduction to Microsoft Excel

Do you manage large sets of numbers, names, dates, or other pieces of information? If so, then you need to create worksheets to manage, store, organize, and even analyze this information. Excel, Microsoft's powerful spreadsheet software, is the most widely-used program to handle this task. In fact, most workplaces require that new employees have a basic level of understanding of Microsoft Excel. This course will introduce you to the program's basic functions and uses. Through hands-on lessons, you will learn numerous shortcuts to quickly and efficiently set up worksheets. You will also learn how to use the function wizard to calculate statistics, future values, and more. In addition, you will get tips on sorting and analyzing data, creating three-dimensional workbooks, and automating frequently-repeated tasks with macros and buttons. Enroll [HERE](#).

## Keyboarding

If you want to learn touch-typing or improve your existing typing skills, this is the perfect course for you! In these lessons, you'll use the Keyboarding Pro 5 program, a typing tutorial designed for personal computers, to learn how to touch-type—that is, to type text you read from a printed page or a computer screen without looking at your keyboard. With the skills you master here, you'll become faster and more confident at the keyboard. By the end of the course, you'll know 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. Enroll [HERE](#).

## Keys to Effective Communication

If you often find yourself at a loss for words or lack confidence in your communication abilities, you will appreciate this course. Each lesson works through the step by step process needed to become a great conversationalist. You will learn to use communication to build rapport and create environments of trust, warmth, and respect. Become more confident, create a great first impression, get along well with others, and create more and better personal and professional relationships. Enroll [HERE](#).

## Leadership

Leadership skills can help you gain the respect and admiration of others, while also allowing you to enjoy success in your career and more control over your destiny. Contrary to popular belief, leadership skills can be learned and developed. Even if you don't hold a leadership position, this course will teach you how to use the principles of great leaders to achieve success in almost every aspect of your daily life. Enroll [HERE](#).

## Mastering Public Speaking

In this course, you will discover how to talk confidently and persuasively to both large audiences and small groups. You will also learn how to plan and deliver your presentations skillfully and how to manage one of the most common public speaking barriers—fear. You'll learn the secrets to presenting a speech, how to handle questions and manage conflict in meetings, and even how to shine in a job interview. You will get tips for training your voice and learn how to use both verbal and nonverbal communication effectively. By the time you finish this course, you'll have an entire set of skills you can use on the job, in social settings, and in any other situation where you need to communicate with ease and authority! Enroll [HERE](#).

## Prepare for GED Test Series

Lacking a high school diploma no longer has to hold you back in your career aspirations. If you're comfortable reading a high school textbook, doing basic math operations without a calculator, and writing a short letter in English, then you're ready to take the GED® test. More than 300,000 Americans take the GED® test annually and those who pass gain the skills and knowledge equivalent to a U.S. high school diploma. Preparing for the GED® is key to passing the test, and an online course helps you prepare on your own time. The Prepare for GED Test Series will help you analyze your strengths and weaknesses, so you can focus your studying on the areas you need the most. You will learn about the four GED® test modules, with an additional focus on the skills needed to pass the Mathematical Reasoning module. Enroll [HERE](#).

## Project Management Fundamentals

In this course, an experienced Project Management Professional will help you master the essentials of project management. You will become an indispensable member of your project team by discovering and mastering the critical concepts you need to plan, implement, control and close any type of project. If you're new to project management, this course will provide you with the essential information you will need to prepare for and complete your first project. If you're an experienced project

manager, this course will make you more valuable to your employer by increasing your skills and competencies. Enroll [HERE](#).

## Personal Finance

This course will prepare you for a lifetime of worthwhile personal financial planning. The tools you will learn are useful, realistic, and easy to work into your regular routine. They will help you gain control over the financial impact of the choices you make. You will learn to create and use a budget, borrow and invest wisely, make intelligent decisions about insurance, and plan for your financial future. You will develop a retirement savings plan, and you will be better prepared to make large purchases and plan for taxes. You will learn the essentials of household bookkeeping, recordkeeping requirements, and much, much more. Enroll [HERE](#).

## Resume Writing Workshop

Create an effective resume or improve the one you already have. Transform your resume into a powerful tool that will get you interviews. Learn different resume formats and the advantages and disadvantages of each. Make the most of your work experience and discover how to use references to your advantage. This course includes the use of online resumes and is invaluable for anyone who wants to create their

own resume, or learn how to write resumes and cover letters for profit.. Enroll [HERE](#).

## Using Social Media in Business

Social media offers a powerful way to reach new customers and grow your business through increased leads and sales. In this social media for business course, you will learn about some of the most popular social media platforms such as—Facebook, LinkedIn, Instagram, Google Business Profile, Twitter, Pinterest, and many others—and study secrets for using these platforms to promote your business. Throughout the course, you will gain insights into how to build a social media team and automate your social media activities, so you can leverage the power of social media without adding another full-time job to your plate. Lastly, you will gain techniques for measuring and tracking your social media success. Enroll [HERE](#).

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Apply your knowledge to real-world projects that simulate the challenges faced in the field. Gain the confidence to tackle similar situations and embark on a transformative learning journey that empowers you for success.

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- Course fees range from \$89-\$175 ✓
- Six weeks of lessons plus two weeks to complete the final ✓
- Classroom access available 24 hours, no required login times ✓



## A to Z Grant Writing

A to Z Grant Writing will take you through the planning process for documenting the need for funding in a Theory of Change Grant Project Planning Worksheet. Beginning with writing about what will be implemented (your vision for change and impact) when the project is funded, the worksheet begins to come to life. Exploring why funding is needed is the beginning of the project. Once you've created the project's goals, the worksheet asks for inputs or resources (mirroring a logic model's format). Your thought processes and imagination will be tested in the implementation activities & timeline section. You'll also have a chance to develop outputs and outcomes for the planned project. Finally, you'll learn how to develop a project budget. Where does all of this lead? Every lesson is one step closer to having 100% of the information you'll need to write a highly competitive grant proposal. Enroll [HERE](#).

## Beginning Writer's Workshop

This online course will help you write your own creative piece. Like a true writing workshop, you will learn literary techniques, peer review a classmate's work, and receive constructive criticism on your work. In addition, you will learn how to move your work from the prewriting stage to editing and final revision. You will also learn how to use literary devices, meaningful dialogue, and imagery in your different drafts. By the end of this online workshop, you will have a thoroughly developed creative writing piece. You might even be ready for publication! Enroll [HERE](#).

## Certificate in Food, Nutrition & Health

How can we change our eating habits and become more conscious of what we eat, why we eat it, how it is prepared, and what consequences our food choices have on our health as well as the health of our planet? This certificate provides an overview of the role of food and nutrition choices on our bodies, our immune systems, our overall well-being. The outcome of this certificate is for the learner to describe a holistic overview of current food and nutrition issues and their impact on physical, social, emotional, spiritual, and planetary health. Enroll [HERE](#).

## Drawing for the Absolute Beginner

Gain a solid foundation in the basics of drawing to become the artist you've always wanted to be. This course will help you become familiar with paper type, drawing styles, techniques, and basic

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principles of perspective, layout and design. Gain a solid foundation and understanding of the basics of drawing and become the artist you've always dreamed you could be! You'll become familiar with paper types, drawing styles, rendering techniques, and the basic principles of perspective, layout, design, lighting, volume, and space. If you have an interest in learning what it's like to draw or would love to increase your current knowledge in the field of art and illustrating, then this course aims to fulfill all of your needs. Enroll [HERE](#).

## Genealogy Basics

Tracing your family's history is a fascinating journey. Genealogy Basics will help you understand the genealogy research process and how to interpret the information you find. This course guides you through the search process for family names using several subscription-based websites, which you can access while enrolled in this class. You will learn through hands-on examples that help you dig deeper into your family's past. You will discover where to look, who to contact, and how to make your family history come alive! Enroll [HERE](#).

## Music Made Easy

Gain complete understanding of rhythm, melody, and harmony and recognize pitches on the musical staff and keyboard. By the end of this course, you'll be able to read, write, and even play simple pieces of music! Enroll [HERE](#).

## Photographing People with Your Digital Camera

Photographing people can be fun, exciting, and complicated! This course will make taking beautiful pictures of adults, children, and babies simple. You will start with the basic principles you need to know in order to become a people photographer. You will discover the best way to shoot faces, fix common close-up problems, and use digital photo editing techniques to retouch your photos and make other improvements. Enroll [HERE](#).

## Start Your Own Arts and Crafts Business

Learn how to start your own arts and crafts business from a professional artist. This course helps you discover how to create a business identity, get into the best craft shows, design booths that draw customers, and price your work effectively so you can set yourself up for success whether you are selling through craft shows, in galleries, online, or even in your own retail store. Enroll [HERE](#).

Title	Duration	Location	Dates	Time	Provider	Partner Fee	UMW Fee	Registration Deadline
A to Z Grant Writing	6 weeks	Online	TBD	TBD		\$125		Monthly Sessions
Beginning Writer's Workshop	6 weeks	Online	TBD	TBD		\$129		Monthly Sessions
Certificate in Food, Nutrition & Health	6 weeks	Online	TBD	TBD		\$105		Open Enrollment
Drawing for the Absolute Beginner	6 weeks	Online	TBD	TBD		\$129		Open Enrollment
Genealogy Basics	6 weeks	Online	TBD	TBD		\$125		Open Enrollment
Music Made Easy	24 hours	Online	TBD	TBD		\$129		Open Enrollment
Photographing People with Your Digital Camera	24 hours	Online	TBD	TBD		\$135		Open Enrollment
Start your own Arts & Craft Business	24 hours	Online	TBD	TBD		\$129		Open Enrollment

KEY	Online Course	Face-to-Face Course	ed2go Fundamentals	ed2go Career Training	Career Certificates	10 hour class
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**INTRO TO SPORTS OFFICIATING BASKETBALL (COA 210)**

**OCT 30 - DEC 7, 2024**

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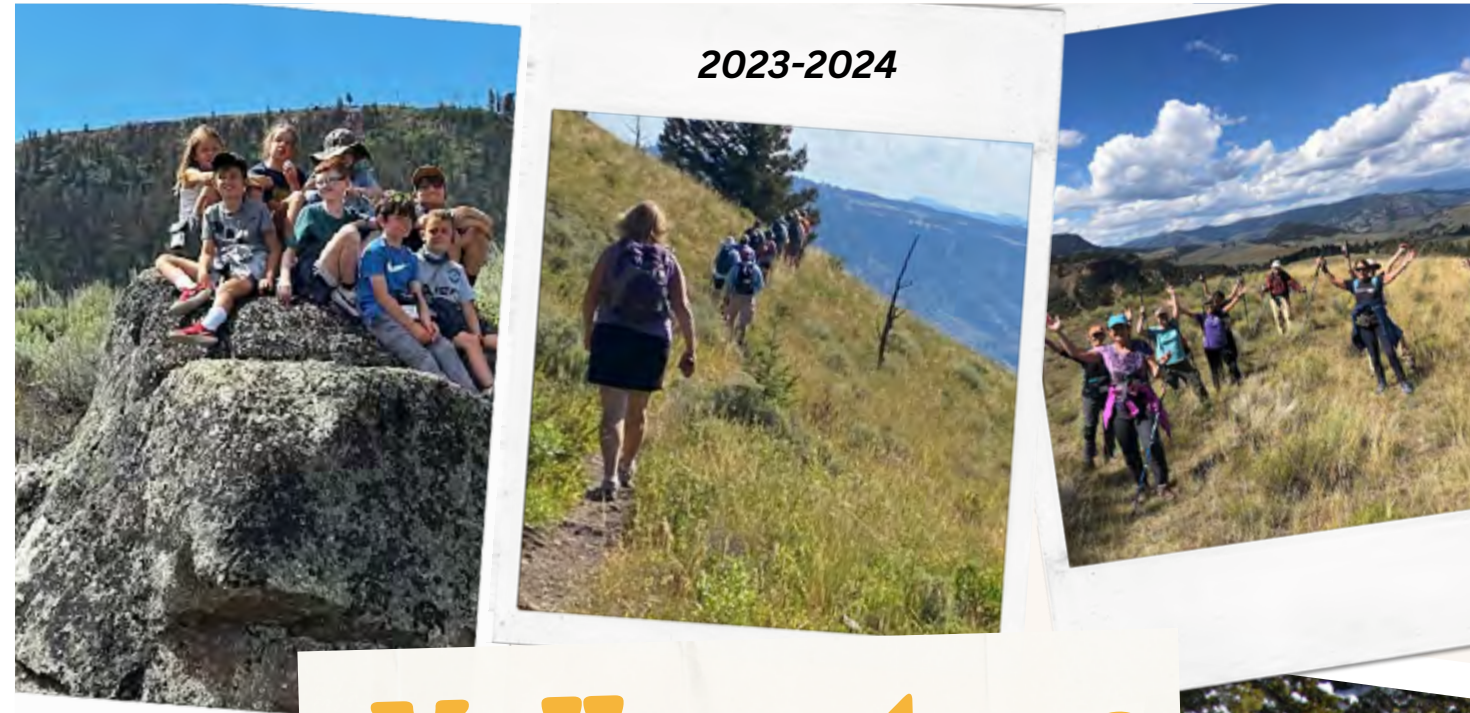
**WEEKLY ZOOM SESSIONS:**  
Oct 30, Nov 6, Nov 13, Nov 20  
Wednesdays from 6:30-8:00 pm (Zoom)

**IN-PERSON REFEREE CLINIC:**  
Sat, Dec 7, 10:00 am - 2:00 pm @ UMW Campus, BARC

Instructor: Kevin Engellant  
For ages 14+  
UMW Tuition: \$135  
1 semester credit  
Course Fee: \$60 (Referee whistle included)  
Registration deadline: Oct 18th

Learn how to become an official from MOA officials and practice your referee skills through a clinic at the end of the class. This class covers the basics of officiating via weekly sessions-either in person in Dillon or join by Zoom. Students will attend a referee clinic hosted on the campus of Montana Western to officiate live action games where they will be mentored by MOA officials.

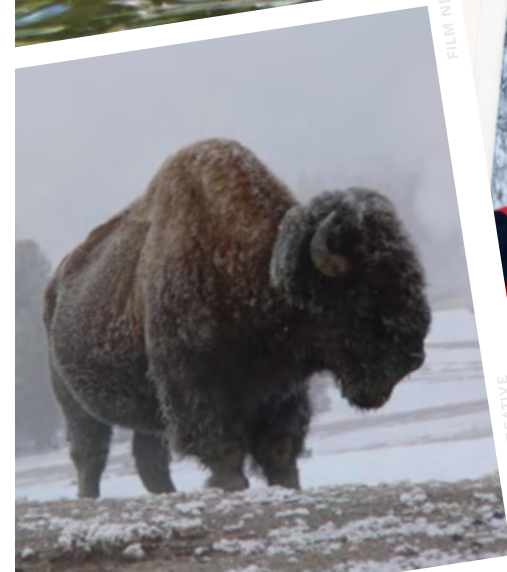
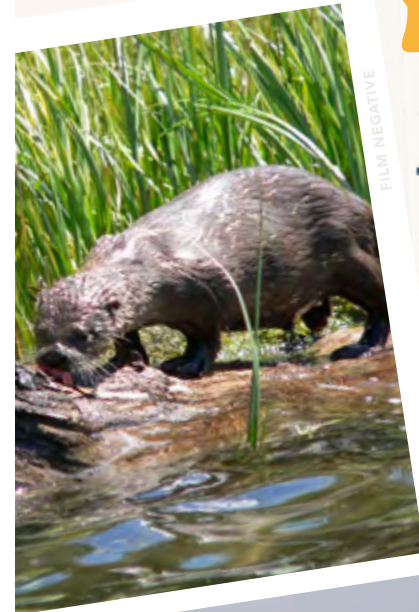
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2023-2024

# Yellowstone ROAD SCHOLAR Memories

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Title	Duration	Location	Dates	Provider	Road Scholar Fee
Choose Your Pace: A Walk on the Wild Side in Yellowstone 6 sessions	6 days	Gardiner, MT & YNP	I. May 19-24, 2025 II. Jun 2-7, 2025 III. Aug 18-23, 2025 IV. Sep 1-6, 2025 V. Sep 15-20, 2025 VI. Sep 22-27, 2025	UMW	\$3649 adult
Hiking in the Beartooth Mountains of Wyoming 4 sessions	6 days	Crandall Creek, WY	I. Jun 23-28, 2025 II. Jul 14-19, 2025 III. Aug 18-23, 2025 IV. Set 8-13, 2025	UMW	\$2899 adult
Winter Ventures in Yellowstone Country 6 sessions	6 days	West Yellowstone, MT & YNP	I. Jan 6-11, 2025 II. Jan 13-18, 2025 III. Jan 20-25, 2025 IV. Feb 3-8, 2025 V. Feb 10-15, 2025 VI. Feb 17-22, 2025	UMW	\$2949 adult
Yellowstone: A Great Outdoor Adventure with Your Family 3 sessions	6 days	Gardiner, MT & YNP	I. Jun 16-21, 2025 II. Jun 30-Jul 5, 2025 III. Jul 21-26, 2025	UMW	\$3349/adult \$2299/child
Yellowstone: Great Outdoors with Your Grandchild 4 sessions	6 days	Gardiner, MT & YNP	I. Jun 9-14, 2025 II. Jun 23-28, 2025 III. Jul 7-12, 2025 IV. Jul 14-19, 2025	UMW	\$3349/adult \$2299/child

### Choose Your Pace: A Walk on the Wild Side in Yellowstone

Yellowstone National Park offers 1,200 miles of hiking, walking and backpacking trails that wind through the park's 2.2 million acres of spectacular and mostly untouched terrain. Led by a naturalist, explore pathways that thread through Yellowstone's matchless landscape of diverse flora, thermal features, landforms, canyons, cascades and waterways. Enroll [HERE](#).

### Hiking in the Beartooth Mountains of Wyoming

Beartooth. Shoshone. Absaroka. When it comes to the mountains of Wyoming, even the names are poetic. Hike off the beaten path through undulating hills and alpine meadows as you explore the natural wonders of these remote and glorious mountains. Join seasoned naturalists to learn about the geological forces that gave rise to dramatic cliffs, lush valleys and windswept plateaus. Encounter exquisite lakes and babbling creeks in this rich riparian habitat, and discover the abundance of life that survives at this altitude, including the mighty grizzly bear. Enroll [HERE](#).

### Winter Ventures in Yellowstone Country

Venture into Yellowstone Country for winter's sparkling whiteness, steaming thermals and ice-rimmed rivers. Ride a snowcoach to the Grand Canyon of the Yellowstone and encounter eons of geologic processes. Learn to ride a snowmobile on park roads, view diverse habitats and observe bison, waterfowl, bald eagles and coyotes. Experience churning geothermal activity at Old Faithful and Fountain Paint Pots, discover animal tracks and analyze sign and learn winter sports and skills on informative, naturalist-led adventures. Enroll [HERE](#).

### Yellowstone: A Great Outdoor Adventure with Your Family

Tie up your hiking boots, hop on horseback and climb into a whitewater raft to explore America's first national park on foot, horse and water. With your grandchild by your side, take part in hands-on explorations of Yellowstone National Park in streamside habitats and forested mountains. Find out how the plants, animals, bugs, fish, water and weather patterns all work together to create this fascinating ecosystem. Plus, visit Old Faithful — the world's most famous geyser — to investigate hissing fumaroles, steaming geysers, sulfurous mudpots and bubbling hot springs. Enroll [HERE](#).

### Yellowstone's Great Outdoors with Your Grandchild

Tie up your hiking boots, hop on horseback and climb into a whitewater raft to explore America's first national park on foot, horse and water. With your grandchild by your side, take part in hands-on explorations of Yellowstone National Park in streamside habitats and forested mountains. Find out how the plants, animals, bugs, fish, water and weather patterns all work together to create this fascinating ecosystem. Plus, visit Old Faithful — the world's most famous geyser — to investigate hissing fumaroles, steaming geysers, sulfurous mudpots and bubbling hot springs. Enroll [HERE](#).





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