

**CORPORATE
&
CONTINUING
EDUCATION**

Raritan Valley Community College
Rt. 28 & Lamington Rd., North Branch, NJ 08876

youth PROGRAMS



**fall
2009**

www.raritanval.edu/cce

COMPUTERS

Keyboarding

Ages 8-14

Students perfect their touch-keyboarding skills and learn the fundamentals of word processing.

Instructor: Staff

4 sessions

CRN 12707	YT301-60	Ages 8-10
Sat	Oct 3-24	9:00-10:30am

CRN 12708	YT301-61	Ages 11-14
Sat	Oct 3-24	10:45am-12:15pm

Course fee: \$74 (\$18 tuition, \$36 lab, \$5 materials, \$15 reg)

Microsoft PowerPoint-Level 1

Ages 11-14

Microsoft PowerPoint is one of the most popular presentation software programs used today. Topics include working with slides, visual elements, graphics and tables. Topics:

- Building new presentations
- Using drawing tables
- Using tables and charts
- Delivering presentations
- Formatting and proofing
- Working with WordArt and clip art
- Enhancing presentations

Instructor: Staff

CRN12709	YT302-60	4 sessions
Sat	Nov 14-Dec 12	9:00-10:30am

(No class Nov 28)

Course fee: \$74 (\$18 tuition, \$36 lab, \$5 materials, \$15 reg)

Web Page Design

Ages 8-10

To educate students on the many facets related to basic computer applications and web design.

Instructor: Club Z! Tutoring of Hunterdon Staff

CRN 12710	YT303-60	4 sessions
Sat	Nov 14-Dec 12	10:45am-12:15pm

(No class Nov 28)

Course fee: \$74 (\$18 tuition, \$36 lab, \$5 materials, \$15 reg)

Video Game Creation

Ages 9-14

Turn passive game players into creative game designers! Kids develop object oriented software design and video game creation skills through fun hands-on tutorials and expert instruction. While prior experience is not necessary, returning students are automatically advanced to the next level of curriculum to ensure that the programs are both challenging and engaging at all levels. Every child will create one or more games that he or she can share with friends and family by the end of the program.

Instructor: Children's Technology Workshop Staff

CRN 12711	YS701-60	4 sessions
Sat	Oct 3-24	9:30-11:30am

CRN 12712	YS701-61	4 sessions
Sat	Nov 14-Dec 12	9:30-11:30am

(No class Nov 28)

Course fee: \$195 (\$180 tuition, \$15 reg)



Lightz! Camera! Action!

Ages 7-12

So you want to make a movie! In this fun, exciting camp, learn the dynamics of storytelling, shooting, editing, graphics, sound and more. From pre-production to your own premiere, learn by doing with an expert and ultimately make your very first short movie. The last day of camp is the World Premiere of your "I Made It Myself" production! Invite a select group of family and friends to their very own premiere on the big screen. Students work in pairs or teams for most of the design process and end the class with a finished product to take home and show their family and friends. All equipment supplied and CD with movies included. (DVD in Advanced sections)

Instructor: Black Rocket Productions Staff

4 sessions

CRN 12713	YT319-60	Ages 7-9
Sat	Oct 3-24	9:30-11:30am

CRN 12714	YT319-61	Ages 10-12
Sat	Oct 3-24	12:00-2:00pm

Course fee: \$195 (\$180 tuition, \$15 reg)

Comic Book Heroes

Ages 7-12

X-Ray vision, super human strength, flying through the air... You decides the superhero power or comic book character you want to create. Learn to use the latest software to make the characters in your imagination come to life! Create an alternate universe or write a story about the town you live in. Students work in pairs or teams for most of the design process and end the class with a finished product to take home and show their family and friends. At the end of the course you will have a fully digitally illustrated comic book to show your friends and family.

Instructor: Black Rocket Productions Staff

4 sessions

CRN 12715	YT320-60	Ages 7-9
Sat	Nov 14-Dec 12	9:30-11:30am

No class Nov 28

CRN 12716	YT320-61	Ages 10-12
Sat	Nov 14-Dec 12	12:00-2:00pm

(No class Nov 28)

Course fee: \$195 (\$180 tuition, \$15 reg)



ENRICHMENT

Babysitter's Training Course

Ages 11-15

This course provides youth who are planning to babysit with the knowledge and skills necessary to safely and responsibly give care for children and infants. This training will help participants to develop leadership skills; learn how to develop a babysitting business, keep themselves and others safe and help children behave; and learn about basic child care and basic first aid.

Instructor: American Red Cross Staff

CRN 12717	YE001-60	2 sessions
Sat	Oct 10 & 17	10:00am-1:45pm

CRN 12718	YE001-01	2 sessions
Thu & Fri	Nov 5 & 6	10:00am-1:45pm

Course fee: \$93 (\$78 tuition, \$15 reg)

Bring a peanut-free lunch

Study Skills

Ages 11-14

The course is designed to help students achieve greater success in school. Learn how to manage their time and personal space. You also learn how to improve their listening, note taking, reading comprehension, memorization and test preparation skills.

Instructor: Staff

CRN 12719 YE008-60 4 sessions
Sat Oct 3-24 9:00-10:30am

CRN 12720 YE008-61 4 sessions
Sat Nov 14-Dec 12 9:00-10:30am

No class Nov 28

Course fee: \$74 (\$59 tuition, \$15 reg)

Speak Out! Public Speaking for Kids

Ages 9-12

Start your child on the path to becoming a confident and dynamic speaker. In three sessions the elements of good speaking will be taught. In the first session students will learn two tips that will transform their speaking style. This class introduces you to easy techniques for dealing with anxiety. Students will learn simple ways to organize their thoughts. Each student presents prepared speeches. Class time is allocated for impromptu speaking as well. The class is tailored to both new and repeat students. The aim is for the students to finish the class as more confident persons and better speakers. And they'll have the tools to grow into great speakers.

Instructor: Joseph Dudis

CRN 12721 YE012-60 3 sessions
Sat Nov 7-21 9:30-11:30am

Course fee: \$74 (\$59 tuition, \$15 reg)

NEW! Chess Club

Ages 7-14

For beginner to intermediate level players. If you don't know the rules, we'll teach you. If you already know how to play, we'll make you a better player. In addition to some short training lectures and working on chess puzzles and worksheets, players will have lots of opportunity for chess play. The best way to improve your chess play is to play games and then go over them -- the "Club" is where to do it!

Instructor: Martin Sobin, Jersey Chess

CRN 12722 YE138-50 6 sessions
Thu Sept 24-Oct 29 5:45-7:15 pm

Course fee: \$112 (\$97 tuition, \$15 reg)



Ballroom Dancing for Youth

Ages 9-17

Have fun and feel great on the dance floor! We make it easy to learn the most popular dances for you and your friends. Dance steps includes: Salsa, Meringue, Swing, Hustle, Cha Cha, Waltz, Tango and more. No partner is required.

Instructor: Ludo's Ballroom Staff

4 sessions

CRN 12723 YE109-50 Ages 9-12
Thu Oct 1-22 6:45-7:30pm

CRN 12724 YE109-51 Ages 13-17
Thu Oct 1-22 6:45-7:30pm

CRN 12725 YE109-52 Ages 9-12
Thu Nov 12-Dec 10 6:45-7:30pm

No class Nov 26

CRN 12726 YE109-53 Ages 13-17
Thu Nov 12-Dec 10 6:45-7:30pm

(No class Nov 26)

Course fee: \$60(\$45 tuition, \$15 reg)

Meets at Ludo's Ballroom, 93 Old Route 28 (off US22), Whitehouse, (East Whitehouse Firehouse)

NEW! Conquering the College and Scholarship Application Process Grades 8-12

This course is designed to help students maneuver through the maze that is the college application and interview process. Students discover how to choose the right college for admission and techniques for career mapping. The basics of completing college applications and personal statements are also covered as well as the fundamentals of successfully searching and applying for college scholarships.

Instructor: Eldridge Overton School of Excellence Staff

4 sessions

CRN 12727 YE139-60 Grades 8-9
Sat Oct 3-24 9:00am-12:00pm

CRN 12728 YE139-61 Grades 10-12
Sat Oct 3-24 1:00-4:00pm

Course fee: \$120 (\$105 tuition, \$15 reg)

Sci-Fi Book Club

Ages 9-13

Students learn about the many facets of science fiction and how the various authors have contributed to the field of writing, television, movies and media.

Instructor: Club Z! Tutoring of Hunterdon Staff

CRN 12884 YP604-60 4 sessions
Sat Nov 14-Dec 12 9:30-11:30am

(No class Nov 28)

Course fee: \$150 (\$135 tuition, \$15 reg)

Puppetry, Writing, and Storytelling

Ages 8-12

Students learn techniques related to short-story writing and the use of puppetry and other visualization techniques to express a story.

Instructor: Club Z! Tutoring of Hunterdon Staff

CRN 12885 YP605-60 4 sessions
Sat Nov 14-Dec 12 9:30-11:30am

(No class Nov 28)

Course fee: \$150 (\$135 tuition, \$15 reg)

Medical and Health Careers

Ages 13-17

Students explore the different careers available in Medical & Health fields. Discuss role responsibilities and how these careers impact on society.

Instructor: Club Z! Tutoring of Hunterdon Staff

CRN 12886 YP606-60 4 sessions
Sat Nov 14-Dec 12 9:30-11:30am

(No class Nov 28)

Course fee: \$150 (\$135 tuition, \$15 reg)

The Protocol Series

NEW! Children's Etiquette for Today

Ages 7-11

You're getting older. You're going new places and doing new things. A foundation of good manners gives children the opportunity to develop good habits and gain confidence in interacting with others. Knowing the basic rules of etiquette can provide you with the skills that help you feel at ease and well prepared for all social situations. Join us as we learn the lifelong skills of introducing ourselves and others, making eye contact, handshaking and polite conversation. Students take home an illustrated workbook.

Instructor: Maria Joyce, The Protocol School of New Jersey

CRN 12729 YE140-60 1 session
Sat Oct 3 9:00am-1:00pm

Course fee: \$64 (\$39 tuition, \$10 materials, \$15 reg)

Bring a peanut-free lunch

NEW! Executive Skills for Young Adults**Ages 12-17**

Knowledge is power. The focus is to help you present yourself in a positive, professional and confident manner. Knowing proper etiquette is a power tool that gives you a competitive edge when preparing for a first job or college interview. Develop your style of interacting with others by learning powerful leadership skills that enables you to strive for your personal best. Good manners come with rewards. Topics include the art of introductions, polite conversation and savvy social courtesies. Students take home an illustrated workbook.

Instructor: Maria Joyce of The Protocol School of New Jersey

CRN 12730 YE141-60 1 session
Sat Oct 3 1:00-5:00pm

Course fee: \$64 (\$39 tuition, \$10 materials, \$15 reg)

Bring a peanut-free snack

FINE AND PERFORMING ARTS**Cartooning I****Ages 6-12**

In this class draw your favorite cartoon character or create a new one using your imagination. Pencil, ink, and various color media are used for accent and enhancement, as well as developing a cartoon "world" to live in.

Instructor: Art 4-All Staff

CRN12731 YA100-50 6 sessions
Fri Sept 25-Oct 30 4:00-5:30pm

Course fee: \$92 (\$77 tuition, \$15 reg)

The World of Art**Ages 6-12**

Explore different cultures from around the world by creating an art form indigenous and unique to that part of the world. Cultures to be explored include Ukrainian, Australian Aborigine, Southwest American Indian, Japanese and others.

Instructor: Art 4-All Staff

CRN 12732 YA153-50 6 sessions
Thu Sept 24-Oct 29 4:00-5:30pm

Course fee: \$92 (\$77 tuition, \$15 reg)

Techniques of the Masters**Ages 6-12**

Explore the varied techniques of famous artists as we try to capture and recreate the essence of their design approach and unique and individual style. Artists to be studied: Roualt, Mondrian, Picasso, Seurat, Van Gogh and others.

Instructor: Art-4-All

CRN 12733 YA154-50 6 sessions
Wed Sept. 23-Oct 28 4:00-5:30pm

Course fee: \$92 (\$77 tuition, \$15 reg)

Life Beyond The Curtain**Ages 9-14**

This Life Beyond The Curtain Theatrical Production teaches students what's beyond the curtain in the world of theatrical operations, design, visual arts, script writing, scenic arts, staging, etc. It will present each area separately so that students experience and focus on each as an individual art in the industry.

Materials needed: For the dress rehearsal and final performance, all students are required to wear black attire as listed: pants, T-shirt, long or short sleeve, not printed designs or information on T's that is negative or questionable. White (only) print/designs are acceptable, as an alternative. No shorts, skirts, sneakers, heels, wedge style shoes. They are not stable and can cause possible injuries during rehearsal or performance. Dance jazz shoes or flat black shoes. No shoes with heels are acceptable for both boys and girls.

Instructor: Joyce Anne Judd

CRN 13004 YA103-50 9 sessions
Tue Oct 13-Dec 8 4:00-5:30pm

Course Fee: \$195 (\$180 tuition, \$15 reg)

EXAM PREPARATION PROGRAM**PSAT/S.A.T. Review****(Scholastic Aptitude Test Review)**

A 24-hour SAT test preparation covering the math and verbal skills required by the SAT Reasoning test, including essay writing and critical reading. Each three-hour class is divided equally between math and verbal sessions. The math session reviews basic mathematical concepts, basic and advanced algebra, and geometry. The verbal session includes sentence completion, reading comprehension, grammar, vocabulary building and essay writing. Test taking strategies are an integral part of the program. Homework is required.

Instruction provided by Educational Services Center

CRN 12734 EX501-50 8 sessions
Mon Sept 14-Nov 2 6:30-9:30pm
Tue Sept 29 6:30-9:30pm
No class Sept 28

CRN 12735 EX-50151 8 sessions
Sun Sept 13-Nov 1 2:00-5:00pm
Wed Oct 7 6:30-9:30pm

No class Sept 20

Course fee: \$420 (\$80 tuition, \$325 admin, \$15 reg)

NJ ASK 3/4**Ages 8-10**

This course is designed to prepare students for New Jersey's various assessments which are administered to elementary students in the spring of each year. Students learn valuable tips and strategies for taking standardized tests. The Language Arts and Mathematics sections of the exam are also covered. All topics are in alignment with the New Jersey's Core Curriculum Content Standards.

Instructor: Staff

CRN 12736 YX200-60 4 sessions
Sat Oct 3-24 9:00-11:00am

Course fee: \$150 (\$135 tuition, \$15 reg)

NJ ASK 5/6**Ages 10-12**

This course is designed to prepare students for New Jersey's various assessments which are administered to elementary students in the spring of each year. Students learn valuable tips and strategies for taking standardized tests. The Language Arts and Mathematics sections of the exam are also covered. All topics are in alignment with the New Jersey's Core Curriculum Content Standards.

Instructor: Club Z! Tutoring of Hunterdon Staff

CRN 12737 YX210-60 4 sessions
Sat Oct 3-24 11:30am-1:30pm

Course fee: \$150 (\$135 tuition, \$15 reg)

NJ ASK 7/8**Ages 12-14**

This course is designed to prepare students for New Jersey's various assessments which are administered to middle school students in the spring of each year. The students learn valuable tips and strategies for scoring well on standardized tests. The Language Arts, Science, and Mathematics sections of the exam are also covered. All topics covered are in alignment with New Jersey's Core Curriculum Content Standards.

Instructor: Club Z! Tutoring of Hunterdon Staff

CRN 12738 YX205-60 4 sessions
Sat Nov 14-Dec 12 11:30am-1:30pm

(No class Nov 28)

Course fee: \$150 (\$135 tuition, \$15 reg)

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SCIENCES

K'NEX Roller Coaster and Amusement Park Science **Ages 7-12**

Have you ever wondered how they make those incredible rides you see at the amusement park? Now you can discover them for yourself as you work with a class of other enthusiasts to design and build a working model amusement park. This course is sure to bring out the engineer in you! We will build a wide range of model amusement park models using the K'NEX construction system. Projects include: a motorized sing, Double Ferris Wheel, Renegade Run Roller Coaster, Serpent Spiral Roller Coaster, Big Ball Factory, Giant Ferris Wheel, and Hometown Carnival. Musical Carousel, Boom Ride, and many more! All students will take home a motorized K'NEX model as part of the program!

Instructor: Super Science Programs for Kids Staff

CRN 12739 YS642-60 2 sessions
Sat Sept 26 & Oct 3 9:00am-3:00pm

Course fee: \$149 (\$134 tuition, \$15 reg)

Bring a peanut-free lunch

Chemical Magic Plus **Ages 7-12**

In this program, you'll have a terrific time learning chemistry concepts in a fun and hands-on atmosphere. Projects include Flubber, Silly Putty and much more. Make your own bomb bags, light inside of a bottle, "Mushroom" Monster, Glowing Goo, copper coins, tie-dye style shirt. You will even create atomic worms, copper coins, and Lava Blobs. Learning concepts include atoms and bonding, acids and bases, polymer chemistry, reactions, density, and more. All students take home a recipe booklet and mini-chemistry kit.

Instructor: Super Science Programs for Kids Staff

CRN 12740 YS623-60 2 sessions
Sat Oct 17-24 9:00am-12:00pm

Course fee: \$76 (\$61 tuition, \$15 reg)

Bring a peanut-free snack

TEACHER'S CONVENTION BREAK CLASSES

Wearable Art **Ages 6-12**

Create the perfect shirt ensemble, with a choice of matching hat or bag, using design transfer, stenciling and hand-painted techniques that reflect their own personal style and individuality.

Instructor: Art-4-All Staff

CRN 12741 YB722-01 1 session
Thu Nov 5 9:00am-12:00pm

Course fee: \$50 (\$35 tuition, \$15 reg)

Portrait **Ages 6-12**

Learn the skills necessary to create a personal likeness of yourself or others, using both traditional and unusual materials and approaches.

Instructor: Art-4-All Staff

CRN 12742 YB723-01 1 session
Thu Nov 5 1:00-4:00pm

Course fee: \$50 (\$35 tuition, \$15 reg)

Multi-Media Painting **Ages 6-12**

Students enjoy investigating different approaches to painting with acrylics, tempera and watercolor as they discover new possibilities and create mixed media works of art. Themes and subject matter are suggested, yet learners are encouraged to develop their own ideas while utilizing the materials and guidelines provided.

Instructor: Art-4-All Staff

CRN 12743 YB702-01 1 session
Fri Nov 6 9:00am-12:00pm

Course fee: \$50 (\$35 tuition, \$15 reg)

Fun Making Sculptures **Ages 6-12**

Learners explore construction, form, function and process as they create each work of art, choosing a type of work, subject matter and materials. Students explore the possibilities within the process and ideas they develop. This creative, flexible class strengthens decision-making skills, aesthetic awareness and understanding of the many purposes of 3-D artwork.

Instructor: Art-4-All Staff

CRN 12744 YB703-01 1 session
Fri Nov 6 1:00-4:00pm

Course fee: \$50 (\$35 tuition, \$15 reg)

Mother Earth Meets Mother Nature **Ages 6-12**

Shaking Earthquakes and Erupting Volcanoes! Children investigate the basics of geology and all of the forces of the earth. Make and take home an awesome string of ultra violet beads and a colorful layered sedimentary tube. Then experience Mother Natures' Beaks and Teeth, to Talons and Claws! Discover how nature's predators and prey adapt to their environment and survive in nature. Included in this workshop is the famous owl pellet dissection, discovering how and what Mr. Owl eats, and their very own plaster molds of the tracks of their favorite animal!

Instructor: Mad Science Staff

CRN 12745 YS7129-01 1 session
Thu Nov 5 9:00am-4:00pm

Course fee: \$98 (\$83 tuition, \$15 reg)

Bring a peanut-free lunch

Crazy Chemistry in Your Kitchen **Ages 6-12**

This chemistry program takes common household items and mixes them up! Throughout the program several interactive experiments investigate chemical change, including testing acids and bases, making soda and much more. You'll have tons of fun mixing up potions and experimenting with all kinds of chemical reactions! Our young chemists create exothermic reactions and even make their own sidewalk chalk and growing crystal gardens to take home.

Instructor: Mad Science Staff

CRN 12746 YB738-01 1 session
Fri Nov 6 9:00am-4:00pm

Course fee: \$98 (\$83 tuition, \$15 reg)

Bring a peanut-free lunch

Rocket Robotics **Ages 7-12**

Do you like to build things? Design, and program ROBOTS. The Robots do some interesting tricks as you learn to use a hand held microcomputer to program them. There are beginners, intermediate, and advance levels. Work with our wired control movit robotic arm as you command it to grab, release, lower, or lift small objects. Build and take home a real Robot that works by the clap of your hands or the sound of your voice! Be a part of Robotic Technology and have real fun investigating the future effects it will have on our lives.

Instructor: Sciensational Workshop for Kids, Inc. Staff

CRN 12747 YS621-01 2 sessions
Thu & Fri Nov 5 & 6 9:00am-4:00pm

Course fee: \$162 (\$147 tuition, \$15 reg)

Bring a peanut-free lunch

Creating Effective Reports with PowerPoint **Ages 9-12**

This very challenging workshop combines the computer skills taught in PowerPoint 2003 with the skills needed to present an oral report. Students create imaginative presentations using computer graphics while becoming more confident in about making oral presentations.

Instructor: Anne Kistrup

CRN 12749 YB745-01 1 session
Thu Nov 5 9:00am-4:00pm

Course fee: \$84 (\$28 tuition, \$36 lab, \$5 materials, \$15 reg)

Bring a peanut-free lunch

Lego Star Wars & Motorized Machines

Ages 7-12

Lego enthusiasts, have fun building your favorite adventure from a Star Wars galaxy that is far, far away. Star Wars projects will vary depending on availability from the Lego Headquarters, but may include most of these NEW models which vary by age level: Separatist Shuttle, all new Y-wing, Corporate Alliance Tank Droid, Venator-class Republic Attack Cruiser, The Battle of Endor, Republic Attack Shuttle, Echo Base, Hyena Droid Bomber, Clone Walker, Assassin Droids, Republic Gunship, Magna Guard Star-Fighter, Rogue Shadow, AT-TP Walker. Students build a wide assortment of motorized Lego machines and create their own projects that illustrate science concepts. All students take home a Lego Star Wars project. Projects depend on availability from the Lego HQ. Students will not build all projects listed.

Instructor: Super Science Programs for Kids Staff

CRN 12748 YS679-01 2 sessions
Thu & Fri Nov 5 & 6 9:00am-4:00pm

Course fee: \$162 (\$147 tuition, \$15 reg)

Bring a peanut-free lunch

Chess I (Newcomers/Beginners)

Ages 7-14

Learn the rules of this great centuries' old game. Get a quick overview of how to win a chess match -- not just checkmating your opponent, but how to get to that point. Worksheets, puzzles and class chess play will be used to teach you. This class is for those who don't know anything about chess and for those beginners who know how to play, but want to learn what they should do to be a better chess player.

Instructor: Martin Sobin, Jersey Chess

CRN 12750 YB753-01 2 sessions
Thu & Fri Nov 5 & 6 9:00am-12:00pm

Course fee: \$108 (\$93 tuition, \$15 reg)

Chess II (Advanced Beginners)

Ages 7-14

You know the rules of chess; now it's time to learn how to beat your parents, friends, and schoolmates at the game! Students should have either taken a beginner's course or have played sufficiently to have some idea of what they are trying to do and how to do it. Course topics include checkmating positions, basic opening ideas and chess tactics. Short lectures, worksheets, chess puzzles, and class chess play will be used to help you become a better player. Learn about the active environment of kid's tournament chess, as well as the numerous resources that are available to help you learn and play the game.

Instructor: Martin Sobin, Jersey Chess

CRN 12751 YB754-01 2 sessions
Thu & Fri Nov 5 & 6 1:00-4:00pm

Course fee: \$108 (\$93 tuition, \$15 reg)

Rev Up Your Thinking with Puzzles and Games

Ages 7-14

Become a champ at games like Scrabble, Boggle, Charades, Pictionary and Monopoly! Lead your team to victory with your knowledge, quickness of mind and talents! Studies show that these types of activities increase learning, teach discipline and develop social interaction -- but best of all, they are lots of fun.

Instructor: Sherri Heller, Jersey Chess

CRN 12752 YB769-01 2 sessions
Thu & Fri Nov 5 & 6 9:00am-12:00pm

CRN 12753 YB769-02 2 sessions
Thu & Fri Nov 5 & 6 1:00-4:00pm

Course fee: \$108 (\$93 tuition, \$15 reg)

NEW! The Manners Guide: For Girls Only

Ages 10-17

There should be time set aside to learn about and enjoy a nice gentle side of life. Learn the gracious rules of proper social etiquette. Develop the awareness and knowledge to strive for your personal best while establishing positive attitudes towards learning and applying everyday etiquette. Topics will include meeting and greeting strategies, telephone manners, etiquette of public places, becoming

a gracious hostess and guest, and dining savvy. Learn how to dine with skill and confidence. It has been said that one knows the very nature of both young man and young woman by their actions at the table. A tutorial lunch is served. Students take home an illustrated workbook.

Instructor: Maria Joyce, The Protocol School of New Jersey

CRN 12754 YE142-01 1 session
Thu Nov 5 9:00am-4:00pm

Course fee: \$125 (\$100 tuition, \$10 materials, \$15 reg)

NEW! Boy's Game Plan for Success

Ages 10-17

Manners do matter -- simple courtesies make every boy a gentleman. Etiquette training will set them apart from their friends and family. Boys will learn specific strategies that will increase their ability to express themselves and develop more effective relationships. Topics include proper introductions, conversation skills, telephone manners, etiquette of public places, host and guest duties, napkin/silverware savvy, styles of eating and dining out techniques. It has been said that one knows the very nature of both young man and young woman by their actions at the table. A tutorial lunch is served. Students take home an illustrated workbook.

Instructor: Maria Joyce, The Protocol School of New Jersey

CRN 12755 YE143-01 1 session
Fri Nov 6 9:00am-4:00pm

Course fee: \$125 (\$100 tuition, \$10 materials, \$15 reg)

SPORTS

NEW! Bump, Set, Spike

Grades 3-8

Designed for individuals who want to learn both fundamental and advanced skills or to sharpen their current abilities. Key skill training includes serving, passing, setting and hitting. Players also learn concepts and strategies of the game.

Instructor: Raritan Athletic Center Staff

6 sessions

CRN 12922 YC428-60 Grades 3-5
Sat Sept 19-Oct 24 1:00-2:30pm

CRN 12924 YC428-61 Grades 6-8
Sat Sept 19-Oct 24 2:30-4:00pm

CRN 12925 YC428-62 Grades 3-5
Sat Nov 7-Dec 19 1:00-2:30pm

CRN 12926 YC428-63 Grades 6-8
Sat Nov 7-Dec 19 2:30-4:00pm

No class Nov. 28

Course fee: \$95 (\$80 tuition, \$15 reg)

Location: Raritan Athletic Center, 97 River Road, Flemington

NEW! Volleyball Clinic

Grades 3-8

The clinic is designed to focus on all aspects of the game, with an emphasis on fundamentals. Skill development is emphasized through on-court instruction in the following areas: serving, serve receive, passing, setting, hitting and blocking. The program is designed for both the beginner and advanced player. Athletes will be grouped by age and ability.

Instructor: Raritan Athletic Center Staff

3 sessions

CRN 12927 YC429-01 Grades 3-5
Mon-Wed Dec 28-30 9:00am-12:00pm

CRN 12998 YC429-02 Grades 6-8
Mon-Wed Dec 28-30 1:00-4:00pm

Course fee: \$95 (\$80 tuition, \$15 reg)

Location: Raritan Athletic Center, 97 River Road, Flemington



Non-Profit
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PAID
Somerville, NJ
Permit No. 382



Raritan Valley Community College
Rt. 28 & Lamington Rd., North Branch, NJ 08876

YOUTH PROGRAMS

fall 2009



www.raritanval.edu/cce

CORPORATE & CONTINUING EDUCATION



REGISTRATION INFORMATION

REGISTRATION must include full payment along with fully completed Registration Form.

In-Person

Our office is located on the lower level of the College Center. We are open Monday through Friday from 8:30 am to 5:00 pm.

Fax 908-526-3576

FAX your registration to us anytime, 24 hours a day. Be sure to include all information, including your VISA, Discover or MasterCard number. Payment due upon registration.



Phone 908-526-1200, Ext. 8404

Dozens of exciting classes are just a phone call away. Simply call us for a registration form that can be faxed or mailed back.



Mail

Complete the registration form and mail it with a check or money order made payable to RVC College or complete the credit card section and mail to:

**RVCC
Corporate and Continuing Education
P.O. Box 3300
Somerville, N.J. 08876**



E-mail (info only) cce@raritanval.edu

On-line www.raritanval.edu/cce

View our course offerings at www.raritanval.edu/cce. Printable registration form available.



Register Early!

Many of our classes have limited enrollment and fill quickly. Sign up early to insure a place in the course of your choice.

Course Confirmation & Location

Approximately 5 days before the start of your course, a confirmation notice is mailed containing all necessary information. If you have not received written confirmation regarding your course within 2 business days of the course starting date, please call 908-526-1200, Ext. 8235. There are no refunds because you did not receive written confirmation.

Cancellation & Refund Policy

Corporate and Continuing Education operates on a self-supporting budget based on tuition income. We are pleased to offer you a refund for your course provided you adhere to the following refund policy and process. We regret that there can be no exceptions to the following cancellation policy due to an individual's personal or professional circumstances.

If the College cancels a course prior to the first class, registrants receive the entire tuition and fees refunded. Please allow 4 to 6 weeks for processing and mailing of your refund.

No refund can be provided for cancellation/withdrawal by the student without written notification at least ten (10) business days prior to the start date of the course.

Registrants canceling their enrollment in writing ten (10) or more business days before the beginning of a course, receive a full refund less a non-refundable registration fee of \$15, sports camp fee of \$25. The written request should include: student name, home address, home telephone number, the course name and course number or CRN. Please fax your request to 908-526-3576 or mail it to Raritan Valley Community College, Corporate & Continuing Education, PO Box 3300, Somerville, New Jersey 08876.

The College reserves the right to limit registrations, combine like courses and to cancel courses if enrollment is insufficient. If the College cancels a course, we will contact you by telephone. At that time, you may choose to register for another course or to quickly process your refund. All refund checks are sent by mail to the student.

We offer the option of providing some programs off site. In addition to the convenience of off site programs, this option allows you the freedom to tailor any of our programs to your individual needs.