



COLLEGE OF THE CANYONS

Community Education

Visit the Community Education website for a complete list of offerings and registration information at:
www.canyons.edu/communityed

Short Term Courses 100% Online

- Business Fundamentals
- Accounting Fundamentals
- Creating a Successful Business Plan
- Effective Business Writing
- Grant Writing
- Medical Terminology
- Medical Transcription
- Computer Skills for the Workplace
- Microsoft Word
- Microsoft Excel
- Manufacturing Applications
- Project Management
- Computer Networking
- Database Development
- Adobe Illustrator
- Dreamweaver
- Photoshop Elements
- PHP and MySQL
- Grammar Refresher
- Everyday Math
- Handling Medical Emergencies
- Understanding Adolescents
- Assisting Aging Parents
- Conversational French
- Speed Spanish
- SAT/ACT Preparation
- GRE Preparation

New Career Training Programs

Now Available!

www.canyons.edu/medicaladmin

**Administrative
Medical Assistant**
11 Week Session
Begins September 29

\$1,775

INFORMATION MEETINGS:
 Aug. 17 at 6:30pm or
 Aug. 27 at 10am
 in Aliso Hall, Room 101



Electronic Health Records System Technologist

*New Career
Opportunity!*

18 Week Session

Begins November 1

\$3,600

The demand for EHR System Technologists is expected to grow by 20% as the mandatory deadlines for federal law compliance approach. **100% Online!**



INFORMATION MEETINGS:

Sept. 27 at 6:30pm or Oct. 1 at 10am in Aliso Hall, Room 101



Online Traffic School

www.canyons.edu/trafficschool

\$39

Online Driver's Ed

www.canyons.edu/driversed

\$69



- Ready to get your driver's license?
- Receive a traffic ticket and need to attend Traffic School?
- Why spend the time in class when you can do it online?

Classes and workshops offered through Community Education carry no college credit