

FREE CLASSES

NEW PROGRAM

College of the Canyons



COLLEGE OF THE CANYONS

School of Personal &
Professional Learning

Education extended



Become a Better Communicator & Discover the Fundamentals for a PR Program

In just six weeks, you can earn a Fundamentals of Public Communication Certificate of Completion.

Add it to your resume, tell your boss, and put a digital badge on your LinkedIn profile. Students will learn how to effectively deliver positive messages for organizations through presentations, the media, printed documents and more!

This program is for anyone interested in improving their workplace communications skills, including business, communication and marketing majors, small business owners and employees, and non-profit staff.

Classes are FREE and offered Online and OnlineLIVE

Course ID	Title
NC.COMM-001	Strategies and Tactics of Public Relations
NC.CSKL-014	Public Speaking in Workplace

Classes are repeated throughout the year

www.canyons.edu/free



GATEWAYSCV
Santa Clarita Valley Adult Education

Registration instructions can be found on the back of this flyer

REGISTRATION INSTRUCTIONS

To register for these courses, you must be an existing student or apply to be a student at the college. Please follow the steps below to register for these courses:

New students start here

Submit an application for admission

- Go to: www.canyons.edu/freeclasses
- Click on "Applicants"
- Click on "Go to OpenCCC" when you are ready to fill out the online application.
- Successful application submission will generate an email with the subject line, "Your COC Noncredit Application Has Been Accepted." The email will also include your unique student email, which is also your CanyonsID username.

Upon receipt of the application confirmation email, click on the My Canyons icon at www.canyons.edu. Enter your CanyonsID student email and establish your CanyonsID password.

Current students start here

Register for classes

- From www.canyons.edu, click on the My Canyons icon and enter CanyonsID username and password.
- Click on the green "My Registration" tile, ► click on "Search for Sections."
- Select a term, and search for the Subject alphabetically under "Noncredit...."
- Add desired section(s) to course plan ► click on "Academics" icon ► click on "Student Planning"
- Click on "Plan your Degree & Register for Classes," ► click blue "Register" button for each course
- Select "Register," then click "Submit" at the bottom of the page.

If you would like assistance with enrollment, please call (661) 362-3304 or email freeclasses@canyons.edu during regular business hours.

Monday – Thursday 9:00 AM-5:00 PM
Friday 9:00 AM-1:00 PM

We look forward to serving you!

School of Personal and Professional Learning Team