SCHEDULE OF CLASSES SPRING 2020

GO TO WWW.VISTAADULTSCHOOL.ORG ON THE INTERNET FOR CLASS INFORMATION, REGISTRATION, FORMS AND MORE!

FREE ESL AND HIGH SCHOOL DIPLOMA CLASSES!

BUSINESS EDUCATION
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INFORMATION TECHNOLOGY
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PERSONAL ENRICHMENT CLASSES
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HIGH SCHOOL DIPLOMA
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MEDICAL OCCUPATIONS PROGRAM
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NEW Internships Available
See Page 5

Contact our office for more information!

FREE Childcare!
### BUSINESS OCCUPATIONS PROGRAMS

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<td>• 3 Workshops for the Job Seeker</td>
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**Must Also Complete:**
- Fundamentals of Accounting 1
- Fundamentals of Accounting 2
- QuickBooks

*Contact the front office if you have questions about your previous business classes taken at VAS for these pathways.*

### BUSINESS EDUCATION COURSES

We offer a streamlined curriculum to a well rounded training program whether you are changing careers, reentering the work force or wish to become employed in your first professional position. You will be trained in the Principals of Business, Computer Operations, Bookkeeping, Computerized Accounting and much more!

**Keyboarding**
Registration Fee: $30 (6 weeks class)

If you want to master the keyboard, but have not done so yet, this is the course for you. Keyboarding skills are a must have for personal use and career development, or just for fun. This course focuses on helping students gain data entry skills, accuracy, speed, and correct use of keyboarding techniques.

| 060937 | M/W | 6 - 9 pm | 3/16-4/29 | Schultheis | Sunset/202 |

**Computer Basics Level 1**
Registration Fee: $35 (Materials Required)

This course is specifically designed and developed to meet the needs of adults who need to learn technology at a slower rate. You will be introduced to basic techniques of computers usage from discovering how to start up the machine, take care of the keyboard, mouse, monitor, and printer. You will learn how to use Windows operating system, Microsoft Word, how to create, edit and save useful documents. We will also cover basic search tips and how to send emails and attachments, and ways to keep your computer virus free. This is a very practical course directed to beginning computer users and who they need to know.

| 061016 | Th 1 - 4 pm | 3/19-6/11 | Wallner | Sunset/204 |

**Computer Basics Level 2**
Registration Fee: $35 (Materials Required)

This course was designed for students who already have a working knowledge on a PC but would like to know more about some of its special features either because they need to learn additional skills for their job or to generally expand their skills. This class is for the adult who needs to learn at a slower rate. The primary purpose is to help you master the basic skills and then to advance you to gain the confidence to create visually appealing documents such as newsletters, tables, or special invitations. In addition to helping you move further along what you need to know about word processing including mail merge, using WordArt, and pictures as well as creating and editing different types of files. If time allows, you will also explore creating a budget in Microsoft Excel.

| 061072 | T 1 - 4 pm | 3/17-6/9 | Wallner | Sunset/204 |

**Microsoft Office - Spanish - Clase de Comunicación CURSO EN ESPAÑOL**
Registration Fee: No Cost

This Saturday course, presented in Spanish, will teach you computer basics and computer terminology. The course covers an introduction to Microsoft Office: Word, Excel and PowerPoint, internet, email, attachments, and how to save and retrieve your projects. The projects include letters, flyers, spreadsheets, slide show presentations and more. The class is fun and will teach you skills similar to those you will be able to use for work and personal use.

| 06075 | Sábado | 9 am - 12 pm | 21 de marzo - 13 de junio | Schultheis | Sunset/202 |

**Microsoft Office Beginning**
Registration Fee: $30 (6 weeks class)

This course is a basic introduction to the applications of Word, Excel, and PowerPoint in a Microsoft environment. You will learn the basics of creating a Word document, an introduction to the power of Excel spreadsheets, and PowerPoint for creating presentations.

| 060941 | M/W | 6 - 9 pm | 5/4-6/10 | Schultheis | Sunset/202 |

**Microsoft Word Intermediate**
Registration Fee: $30 (6 weeks class)

This is a comprehensive course providing real life, business, and office skills in Microsoft Word. Through the use of personal computers students will use Word to create business letters, professional documents, and reports. In addition, they will learn navigating around Word, formatting, printing, creating tables and forms, and an introduction to applying fields.

**Pre-requisite:** Must type 20 wpm and have a basic understanding of computers.

| 060924 | T/Th | 9 am - 12 pm | 3/17-4/30 | Enriquez | Sunset/201 |
| 060925 | T/Th | 6 - 9 pm | 3/17-4/30 | Enriquez | Sunset/201 |

**Microsoft Word Advanced**
Registration Fee: $30 (6 weeks class)

This is a comprehensive course providing real life, business, and office skills in Microsoft Word. Through the use of personal computers students will use Word to create business letters, professional documents, and reports. In addition, they will learn navigating around Word, formatting, printing, creating tables and forms, and an introduction to applying fields. **Pre-requisite:** Computers I, Word Intermediate or equivalent.

| 060923 | T/Th | 9 am - 12 pm | 5/5-6/11 | Enriquez | Sunset/201 |
| 060925 | T/Th | 6 - 9 pm | 5/5-6/11 | Enriquez | Sunset/201 |

**Microsoft Excel Intermediate**
Registration Fee: $30 (6 weeks class)

This is a comprehensive course providing real life, business, and office skills in Microsoft Excel. Through the use of personal computers students will use Excel to enter information, cut, copy and paste information, format worksheets, create spreadsheets, produce charts and graphs, work with formulas, explore relative, mixed and absolute references, produce financial reports, and print workbooks. **Pre-requisite:** Must have a basic understanding of computers and file management. Flash drive required for first day of class.

| 060927 | M/W | 6 - 9 pm | 5/16-4/29 | Enriquez | Sunset/201 |

**Microsoft Excel Advanced**
Registration Fee: $30 (6 weeks class)

This is a comprehensive course that will expand your use of MS Excel to advanced complex spreadsheets which consist of utilizing tables, sorting and filtering data, linking spreadsheets, hyperlinks, complex formulas, financial worksheets, graphics and protecting workbooks. This course will prepare students for successful completion of QuickBooks and accounting coursework. Excel is mandatory in most job descriptions so come learn from the pros and be job ready in 6 Weeks. **Pre-requisite:** Computers I, Excel Intermediate or equivalent.

| 060126 | M/W | 6 - 9 pm | 5/4-6/10 | Enriquez | Sunset/201 |

### EMPLOYERS AND AGENCIES

Want to learn more about registering for this event? Contact Kathy Figueroa at (760) 758-7122 Ext. 80003 or kathyfigueroa@vistausd.org
Looking for a new job or a promotion in your current field? These workshops are for you! They will assist you in setting your career goals, evaluate your talents and develop resources that will help get you to your next goal. Workshops will focus on a variety of topics like Public Speaking, Resume Writing, Interview Success, Career Planning, What is my next step?, Professional Etiquette, and many more! After completing our workshops, you will be prepared to successfully navigate your job search to gain that career that you want!

**How to Work a Job Fair**

Registration Fee: No Cost

This Workshop will assist you in standing out among the crowd when you attend a job fair! Learn the dos and don’ts of attending a job fair, how to prepare an effective resume and develop an elevator pitch for employers that will promote your strengths and skills!

Use your new skills at Vista Adult School’s Career and Resource Fair on April 15th!

0420.16 Th 6-8 pm 4/9 Dufresne Sunset/203

¿Cómo prepararse para una entrevista de trabajo?

Cuota de Registro: Gratis

¿Quieres mejorar las posibilidades de éxito en sus entrevistas de trabajo? Participa en este taller y aprenda técnicas que ayudan a tener éxito durante una entrevista. Además, este taller ayudará a prepararse a responder las preguntas más frecuentes en las entrevistas de trabajo.

0420.18 Th 6-8 pm 4/23 Mendoza Sunset/203

**Taking Care of Yourself When Looking for Work**

Registration Fee: No Cost

Searching for a job can be stressful! However, there are ways in which you can combat stress, reduce anxiety, and even find time to take care of yourself! In this workshop, we will examine methods to combat job search stress and fatigue including prioritizing healthy habits, reviewing the importance of planning and preparing, options to help ease financial concerns, and reaching out for help.

0420.17 T 6-8 pm 5/12 Figueroa Sunset/203

**VISTA ADULT SCHOOL OFFERS TYPING TESTS!**

**Typing Test Fee: $15**

- Tuesdays: Arrive at 1 pm Test starts promptly at 1:30 pm Sunset Campus
- Wednesdays: Arrive at 5 pm Test starts promptly at 5:30 pm Sunset Campus
- Fridays: Arrive at 2 pm Tests starts promptly at 2:30 pm Sunset Campus

Call to inquire about the typing test schedule during orientations, holidays and breaks.

**PROPERTY MANAGEMENT**

**Property Management**

Registration and Materials Fee: $80

Our Property Management course provides students with the knowledge and training to obtain an entry-level multi housing management position. In addition, this course is designed to upgrade the knowledge and skills of anyone who owns, markets, and manages their own income producing property.

**Teacher’s Bio:** I have been in the Apartment Management industry for more than 20 years. In 2000 I was awarded the Accredited Residential Manager Title, and in 2002 I received my Vocational Teacher Credentials, which I used to teach property management at Vista Adult School for more than 13 years. I have received a number of awards and certificates during my career, but these two are the ones that I consider my greatest accomplishments thus far.

0409011 Th 6-9 pm 3/17-6/11 Villarganca Sunset/301

**HUMAN RESOURCE CERTIFICATE PROGRAM**

**Are you interested in working with people?** Enjoy helping others get answers and placed in the right job? Then this career pathway is for you! Human Resource positions cover a wide variety of areas including employee relations, training and development, benefits, compensation, organization development, and employment.

**Business Fundamentals**

Registration Fee: $50 (Book Required)

Business Fundamentals is an introductory course that will help students develop essential business and management skills they can use in their personal and professional lives. The course will cover important topics such as communication, teamwork, human resources, effective problem-solving, time management, and leadership skills. The learning experience is enhanced with a digital platform including online self-assessments, activities, and practice quizzes to increase student engagement. This course is recommended for anyone looking to develop their business skills and apply this knowledge for career advancement.

060526 M/W 6-9 pm 3/16-6/10 Ilievski Sunset/203

**BOOKKEEPING CERTIFICATE PROGRAM**

Join our PROFESSIONAL BUSINESS PROGRAM and become job ready in our specialized fast pace classes where “YOUR SUCCESS” is our bottom line!

Whether you are changing careers, reentering the work force, or wish to become employed in your first professional position, this is the program for you. You will be trained to utilize the computer as the tool it is meant to be, and be given an important perspective of Accounting for Business. You will study terminology, which is the language of business, principals and processes that occur in the Accounting Cycle for a Proprietorship (Level 1) and for a Corporation (Level 2) as well as an overview of QuickBooks that will allow you to work on basically all computer based accounting programs.

This Certificated Program will provide the necessary training to prepare you for a variety of entry level financial positions such as; Administrative Assistant, Office Assistant, Accounts Payable, Accounts Receivable/Billing, and Payroll as well as learning everything for working in QuickBooks that will allow you to compete in today’s job market.

**Computerized Accounting - QuickBooks**

Registration Fee: $65 (Book required)

Students will learn how to apply accounting practices and concepts and business transactions using accounting software (QuickBooks) through the use of a simulated business. Students will be trained in entering transactions, making corrections, creating and analyzing fiscal reports, creating and comparing financial statements, creating and managing files, payroll calculations, and end-of-year adjustments.

Pre-requisite: Computer skills required.

061000 Th 6-9 pm 3/17-6/11 Wallner Sunset/204

**CULINARY PROGRAM**

Vista Adult School is creating a new industrial kitchen on our main campus that will enable more training opportunities for our students and community.
CAREER EDUCATION

Advance your career as an IT Professional with CompTIA Certification!
Vista Adult School is a CompTIA Approved Training Site. Students will be able to receive a discounted price on CompTIA vouchers to take the test.

Information Technology Pathways - Certification Requirements:

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<th>CompTIA Information Technology Technician</th>
<th>CompTIA Cyber Security (CySA+)</th>
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<td>• A+ Information Technology Preparation Course (Part 1 &amp; Part 2)</td>
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<td>• N+ Certification Preparation Course</td>
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<td>• S+ Certification Preparation Course</td>
<td>• CSA+ Level II</td>
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</table>

*Contact the front office if you have questions about your previous business classes taken at VAS for these pathways.

CompTIA Cybersecurity Analyst (CySA+) is for cyber security professionals that perform data analysis and interpret the results to identify vulnerabilities, threats and risks to an organization.

CompTIA Cybersecurity Analyst training
Registration & Materials Fee $317 (Book required)
CompTIA Cybersecurity Analyst (CySA+) Certification is credential earned to qualify students for intermediate level Cyber-Security positions. Practical skills are emphasized to ensure the students are well prepared to handle a variety of issues. The certification meets the ISO 17024 standard and fulfills the U.S. DOD Directive 8570.01-M requirements.
062204 T 5:30 - 8:30 pm 3/17-6/9 Lowe Sunset/404
Lab W 5:30 - 8:30 pm 3/18-6/10

Looking for a job or looking to get some training in Networking? Leverage your network skills with CompTIA Network+! This certification helps you have a career in the IT which covers troubleshooting, configuring networks etc. This is vendor-neutral, CompTIA is globally recognized, and you can take your certificate in any part of the world!

This class will help prepare you for CompTIA's Network+: N10-007.

CompTIA Network+ training
Registration & Materials Fee $165 (Book required)
This course builds on your existing user-level knowledge and experience with personal computer operating systems and networks to present the fundamental skills and concepts that you will need to use on the job in any type of networking career. It also addresses the content described in the exam objectives for the CompTIA Network+ certification. If you are pursuing a CompTIA technical certification path, obtaining the CompTIA A+ certification is an excellent first step to take before preparing for the CompTIA Networks N10-007 examination.
Target Audience: This course is intended for entry-level computer support professionals with a basic knowledge of computer hardware, software, and operating systems who wish to increase their knowledge and understanding of networking concepts and acquire the required skills to prepare for a career in network support or administration, or who wish to prepare for the CompTIA Network+ certification (Exam N10-007). A typical student taking the CompTIA Network+ certification course should have a minimum of nine months of professional computer support experience as a PC or help desk technician. Networking experience is helpful but not mandatory; A+ certification or equivalent skills and knowledge is helpful but not mandatory.

062206 M 5:30 - 8:30 pm 3/16-6/8 Lowe Sunset/404
Lab W 5:30 - 8:30 pm 3/18-6/10

CompTIA Network+ is a vendor-neutral, CompTIA is globally recognized, and you can take your certificate in any part of the world!

Troy Lowe is a confident, dedicated IT manager with excellent supervisory and technical expertise with demonstrated ability to formulate and implement complex technology and business solutions to meet and exceed a diversity of needs. He currently has his Masters in Information Technology.

2020 ADVISORY UPDATE AND THANK YOU

Vista Adult School held its Annual Advisory Meeting on February 4, 2020. This meeting brings together stakeholders including employers, students, and instructors to discuss industry requirements, hiring trends, emerging vocations, and the latest technology. This process ensures that we continue to teach the most up-to-date skills and relevant curriculum.

We are happy to share the meeting was once again a big success. We want to thank our Advisory guests for sharing their valuable time, important information, and positive input!

ONLINE EDUCATION

CHECK OUR WEBSITE AT WWW.ED2GO.COM/VAS FOR DETAILED INFORMATION ON THE NEW ONLINE COURSES BELOW:

• A-Z Grant Writing
• Discover Sign Language
• Introduction to Interior Design
• Entrepreneur Suite
• Teaching Students with ADHD
• Creating Classroom Centers

FOR DETAILED INFORMATION ABOUT THESE ONLINE CLASSES, PLEASE VISIT OUR WEBSITE AT WWW.VISTAADULTSCHOOL.ORG

Student Services Offered at VAS:

Student Transition Center
• Career & Academic Guidance | • Computers to use | • Tutoring

Career Advisor and Coordinators
• One on one assistance with planning your career, assist with class pathway and class success
• Resume and interviewing assistance | • Assistance transitioning into a career
• Assistance transitioning into Community College

FREE Childcare
• Available for current students | Contact front office for more information.

Reduced Bus Passes
• Available for current students

Internships
• Available for students at the end of their CTE pathway

Thank you for your support and for the success we have achieved!
### MEDICAL PROGRAMS AND PATHWAYS

**Vista Adult School** is accredited by the Western Association of Schools and Colleges. Our programs will provide you with the training and certificates that will prepare you for state exams, licensing, and employment.

#### Internships Available
- **Pharmacy Technician:** High School reading level required
- **HD/GED Verification Required on the 1st Day of Pharmacy Class
- **Internships Available**

### CAREER TECHNICAL EDUCATION - MEDICAL OCCUPATIONS

**Attend a Medical Orientation and start your path to a new Medical Career!**

#### SPRING 2020 MEDICAL ORIENTATIONS!

Ready to start your new Medical Career? Get started by attending an orientation to get all the information you need on prerequisites, book costs and schedules. To be eligible to participate in any of Vista Adult School’s Medical Programs and courses, you must first attend an orientation! Orientation registration opens on Wednesday, March 4th at 12 pm via a special email address provided on the VAS website. Go to www.vistaadultschool.org for information about additional medical classes.

#### Healthcare Essentials

<table>
<thead>
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<th>Registration Fee: $60 (Book required).</th>
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| 0409/02 M/W 6-9 pm 3/16-6/10 | Niavez Sunset/102 |
| 0409/01 6-9 pm 3/16-6/10 | Niavez Sunset/102 |

**Paperless Medical Records**

Registration Fee: $100 (Book required).

Learn the fundamentals of entering/managing Electronic Health Records (EHR) on the computer. As of 2014, all medical records went through a mandated conversion to EHR. This course will introduce both Patient Service Representatives and Clinical Medical Assistant students to the field of Electronic Health Records by learning the required steps to implement EHR and EMR framework, content, visit management, problem list, medication list, allergy management, examination entry, vital sign graphs, chart notes, treatment plans, order entry, patient communication documentation, reports, registry, and continuing care of the patient. Students must have intermediate computer skills, be able to type a minimum of 25 wpm and have an email account. Students must attend orientation to register.

#### Pre-requisite: Patient Service Rep/Front Office.

| 0407/01 Online 3/16-6/13 | Weirather Online |

#### Medical Coding

Registration Fee: $500 (Book required).

The focus of this class is learning the coding rules for the CPT, ICD-10-CM and HCFA coding systems and then applying the rules to code patient services. We will utilize medical terminology and focus on diseases and conditions of the body systems. The instructional methods used include lecture, class discussion, and assignments.

| 0412/04 W/Th 3:30-9 pm 3/16-6/11 | Burns Sunset/105 |

#### Medical Assistant, Clinical - Part A

Registration Fee: $360 (Book required).

In this class students are introduced to the field of medical assisting and the history of medicine. Students learn medical terminology, pharmacology, medical law and ethics. This course discusses how to assist the physician with minor treatment or diagnostic testing, patient preparation, and use of various supplies and equipment such as electrocardiograph and audiometer. The proper handling of specimens, vital signs, and administering injections, and laboratory procedures will be discussed.

| 0409/01 M/W 8 am - 12 pm 3/16-6/10 | Niavez Sunset/105 |

#### Medical Terminology - Part B

Registration Fee: $65 (Book required). This advanced medical terminology course is designed for individuals entering or currently in the medical field who want to expand their medical vocabulary/knowledge. This course has interactive exercises as well as word building, glossary of over 5,000 terms, case studies, medical reports, and correct usage of common medical terms.

| 0411/98 Online 3/16-6/13 | Weirather Online |

#### Medical Assistant

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#### Pharmacy Technician

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#### Patient Service Representative - Blended Class

Registration Fee: $100 (Book required).

Students will learn how to become part of the care team and be challenged with real-world projects, simulations, specific knowledge and skills needed to work as a Patient Service Representative. This hybrid (or blended) course will incorporate face to face instruction in addition to an online independent format by meeting on campus one day a week. Students will acquire skills and knowledge in HIPAA, NDC, Medisoft 17, Microsoft Office 2007/2010, keyboarding, internet, email, file management, and medical terminology; learn how to electronically schedule patient appointments, prepare medical records, enter diagnostic and procedure codes, patient charges, payments, print statements and receipts, complete the patient referral process and medical forms. Students must have keyboarding and computer skills to enter this course.

| Pre-requisite: Healthcare Essentials. | Format: Online and one day a week on campus meeting. |
| 0416/04 T 5:30-9 pm 3/17-6/9 | Weirather Online |

#### Anatomy & Physiology - Systems

Registration Fee: $65 (Book required). 

Students who enroll in this entry-level anatomy and physiology course can expect a general overview of the human body systems and structures, including the cells, tissues, skeletal, muscular, integumentary, and nervous systems. After finishing this class, students should be comfortable with basic human anatomical structures which will be pre-prepared for the Intermediate Anatomy and Physiology coursework.

| 0403/01 F 8:30-11:30 am 3/20-6/12 | Niavez Sunset/102 |

#### Customer Service for the Health Professional

Registration Fee: $65 (Book required).

This course lays the foundation for interpersonal communication in the healthcare profession. Drawing from practices in customer service, students will develop skills for communicating effectively with patients and colleagues to provide the best possible care.

| Customer Service for the Health Professional | Format: Online and one day a week on campus meeting. |
| Registration Fee: $175 (Books required). | 0404/01 M/W 10 am - 12 pm 3/16-6/10 | Weirather Online |

#### BLS for the Healthcare Provider and First Aid classes offered.

See Page 6.
Goodnight Yoga  Registration Fee: $40 per session

Come unwind after a long day and prepare for a restful night with this 60 minute gentle yoga flow which focuses on breath and body connection. Wonderful for students of all levels seeking an overall relaxing experience while stretching the body and calming the mind. Materials: Bring a mat, water and something to keep you warm during final relaxation. Optional to bring your own bolster or blanket for a more restorative practice.

Session 1: 3/17-4/30
7706.28 T/Th 6 - 7 pm Sunset/506 Rigby
7706.29 T/Th 7:15 - 8:15 pm Sunset/506 Rigby
Session 2: 5/5-6/11
7706.30 T/Th 6 - 7 pm Sunset/506 Rigby
7706.31 T/Th 7:15 - 8:15 pm Sunset/506 Rigby

Instructor Helen Rigby began practicing Yoga nine years ago and has been teaching for three. On top of being a certified 500hr teacher, she is a certified restorative and chair yoga teacher. Helen owns her own business, Holistic Serenity, where she works with stroke recovery patients, hospice patients, seniors, and those suffering from anxiety and mood disorders.

Good Start  Registration Fee: $40

Come start your Saturday morning with an energizing and upbeat Hatha yoga flow that focuses on breath and body connection. Wonderful for students of all levels that want to focus on strength, stability, and flexibility. Materials: Bring a mat and water. Optional to bring your own bolster or blanket for a more restorative Savasana.

7706.32 Saturday 9 am - 10 am 3/21-6/13 Sunset/506 Rigby

Soul Line Dancing for Beginners  Registration Fee: $30 per session

Wish you knew how to dance? Well here is your chance. Our Soul Line Dance class is great for beginners and experienced dancers of all ages. From the very first class you'll learn to rock Soul Line Dances to popular R&B, Jazz, Latin, and Gospel tunes. Want to make your body smile and get it up while having fun? Join Soul Line Dancing today!

No experience or partner required.

Session 1: 3/17-4/28
7771.41 T 9 - 10:30 am Sunset/506 Jackson
7771.42 T 9 - 10:30 am Sunset/506 Jackson
Session 2: 5/5-6/9
7771.43 T 9 - 10:30 am Sunset/506 Jackson
7771.44 T 9 - 10:30 am Sunset/506 Jackson
7771.45 T 9 - 10:30 am Sunset/506 Jackson

Soul Line Dancing is for beginners.

Writing Your Life's Stories: Memoir Writing  Registration Fee: $80.

We all have stories to tell. Leaving a legacy of family or life stories for friends and family is truly a gift. This course will focus on helping writers at all levels to gain confidence in telling their stories. Participants will learn how to tell those stories in ways that will make them fun to read and a pleasure to write. Join us, and get those stories down on paper!

7706.67 T 1 - 3 pm 3/17-6/9 Sunset/301 Pace-Skinner
Nancy Pace-Skinner has been helping writers for over thirty years. She loves writing and helping others to create stories, poems, and fiction and nonfiction pieces. She is a kind and gentle to aspiring writers in her classes.

Clear Your Clutter: 3 Too Many Things, Too Little Time  Registration Fee: $40

Do you have too many things in your living spaces or too many activities on your calendar? Is it time to make choices about what to keep and what to let go? Letting go can be difficult! Register for this class to learn how to clear your clutter with a clear conscience.

7708.02 S 9 - 10:30 am 4/18 & 4/25 Sunset/301 Smith

Pencil Sketching  Registration Fee: $40

A fun way to create your own personal masterpiece. Artistic ability not a prerequisite. Learn about composition, shapes, shading and perspective. Bring a sketchpad and let's draw. Supplies: Please bring with you a 9x11 or 11x14 Sketch Pad. For your convenience pencil types H, 1B, 6B will be available in class.

Linda Pinkle has been an artist for over 40 years. She enjoys working with acrylics, oils, charcoal, wood, leather, clay and film. Pencil sketching is one of her favorite mediums.

7706.69 W 1 - 2:30 pm 4/8-6/25 Sunset/304 Pinkle

BLS  Registration Fee: $50 Books and card included in price.

The Basic Provider Course (BLS) will assist the student in developing the foundational skills for saving lives after cardiac arrest. Students will learn how to effectively perform high quality CPR for the adult, child, and infant patient as a single rescuer and as part of a multi-rescuer team. This course will also provide students instruction on the use of AED’s, how to assist an adult child or infant that is choking, and implementation of the Chain of Survival.

7706.50 Sat 8 am - 2 pm 4/11 Sunset/MPR Weirather

First Aid  Registration Fee: $50 Books and card included in price.

In this course, students will learn the basics of first aid, common life threatening emergencies, and the assessment tools to recognize a medical emergency, and how these skills can be implemented as a trained provider. Some of the topics discussed in this course are allergic reactions, head injuries, how to implement personal protection practices, and when to activate additional emergency medical services.

7706.51 Sat 8 am - 12 pm 5/2 Sunset/MPR Weirather

PHYSICAL FITNESS FOR ACTIVE SENIORS

Fit for Life - Senior Beginner  Registration Fee: $55

There is nothing better than seeing our bodies change as we get stronger, more flexible, and balanced. Fit for Life will provide you with weights, mat and water.

7701.06 T/Th 9:45 - 10:45 am 3/16-6/10 Stewart Sunset/MPR

Strong & Flexible - Senior Beginner Plus  Registration Fee: $55

Can’t decide where to start? Strong and Flexible is the beginning road to fitness, and will provide you with the foundation you need to build a healthier life! In this class, you will become an expert on proper form, coordination, and flexibility. It’s surprising how fast your body will respond to some good hard work! Please bring weights, mat and water.

7701.07 T/Th 8:30 - 9:30 am 3/16-6/10 Stewart Sunset/MPR

Intermediate Soul Line Dance  Registration Fee: $50 per session

Have some dance experience? Tried of the same old line dances and ready to learn something new? Then grab your dancing shoes and come learn intermediate level SOUL line dances choreographed to R&B, Jazz, Latin and Gospel tunes. Soul line dancing is a great way to get fit without even knowing that you are excercising. Prior experience recommended.

Session 1: 3/17-4/28
7771.02 T 10:45 am - 12:15 pm Sunset/506 Jackson
 having a fun and a pleasure to write. Join us, and get those stories down on paper!

7706.67 T 1 - 3 pm 3/17-6/9 Sunset/301 Pace-Skinner
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7706.51 Sat 8 am - 12 pm 5/2 Sunset/MPR Weirather

Prime Time - Senior Intermediate  Registration Fee: $55

We cannot stop the aging process, but we can slow it way down. This is the perfect class to experience results quickly and actually enjoying the process. Joints more flexible, blood pressure divces, and muscles so happy they’ll thank you! Please bring weights, mat and water.

7701.10 M/W 8:45 - 10 am 3/16-6/10 Stewart Sunset/MPR
LEARN ENGLISH!

ESL AS A SECOND LANGUAGE

VISTA ADULT SCHOOL SUNSET CAMPUS 510 Sunset Drive, Vista, CA 92081

The ESL program provides English learners with listening, speaking, reading, writing, and critical thinking skills. The program offers ESL levels, ranging from basic literacy to advanced English language development. All levels are available during the day and evening hours. (Monday-Thursday 9 am - 12 pm; 6 - 9 pm).

REGISTRATION PROCESS:
• Attend an orientation. Arrive early as seating is limited.

ESL ORIENTATIONS
Day Orientations: 9 am
March 10, 11
April 20, 22
Night Orientations: 6 pm
March 9, 12
April 20, 23

We offer ESL classes in the community at the Vista Library (700 Eucalyptus Ave) and at the Vista Adult Transition Center (305 E. Bobier Drive). We also offer Saturday ESL classes at Vista Adult School. These classes are open enrollment and do not require an orientation. Call for more information.

CLASSES OF CIUDADANIA

Vista Adult School offers a Citizenship class. The course prepares students to pass all USCIS approved examinations and USCIS oral interview, while helping improve reading and speaking skills. Class attendance begins the week following orientation.

Pre-Requisite: Must be at a High Beginning ESL level or higher.

Orientation Process: Attend an ESL orientation

I A P R E N D A Í N G L É S!

CLASES DE CIUDADANIA

La escuela de Adultos de Vista también ofrece clases de Ciudadanía. Enfoque de preparación en los exámenes aprobados por USCIS, preparación para la entrevista oral de USCIS, y al mismo tiempo refuerza las habilidades orales de lectura en Inglés.

Pre-Requisito: Debe estar mínimo a nivel Comienzo Alto de ESL y asistir a una orientación de ESL.

CURSO DE PREPARACIÓN EN ESPAÑOL EDUCACIÓN GENERAL A NIVEL PREPARATORIA/GE/D/ HİSET:

El programa de Educación General a nivel preparatoria provee las destrezas necesarias en preparación de las diferentes materias generales equivalentes a nivel bachillerato/ preparatoria y pasar la prueba de equivalencia. Además de su tiempo en clase, usted necesitará estudiar fuera de clase con el fin de maximizar su tiempo de preparación.

REQUISITOS: Ser mayor de edad (18 años o más), haber terminado la secundaria, asistir a una orientación de evaluación en lectura y comprensión para asesorar su candidatura de entrada al programa.

HORARIO DE CLASES:
• lunes y miércoles 9 am - 12 pm  Biblioteca de Vista, Salón Comunitario
• sábado 9 am - 12 pm Plantel de Sunset, Salón 302

ORIENTACIONES:
• lunes, 9 de marzo 6 pm  Plantel de Sunset
• sábado, 14 de marzo 9 am  Plantel de Sunset

CLASES DE COMPUTACIÓN

Información acerca de las clases de computación en español - referirse a la página 2.

GRATUITOS, APOYO AL ÉXITO ESTUDIANTIL:

Quiere usted ayudar a su hijo a tener éxito en la escuela? Asista a uno de los talleres GRATUITOS, Apoyo al Estudий Estudiantil ofrecidos en la Escuela de Adultos de Vista. Estos talleres se presentarán en español y están diseñados para ayudarlo a usted como padre aprender más sobre cómo ayudar a su hijo a tener éxito en la escuela. Los temas cubiertos incluirán la comprensión de las boletas de calificaciones y los informes de progreso, cómo comunicarse con la escuela y los maestros, cómo ayudar a su hijo con la tarea y mucho más. Esta es una gran oportunidad para aprender habilidades de crianza que los ayudarán a apoyar a su hijo para tener éxito en la escuela. Estos talleres están abiertos para los estudiantes de la Escuela de Adultos de Vista y al público en general.

Planifique asistir a uno de los siguientes talleres:
• martes 12 de mayo 7 - 9 pm  Plantel de Sunset/Salón 403
• miércoles 13 de mayo 11 am - 1 pm  Plantel de Sunset/Salón 302

Vista Adult School is the best school for adults. I am happy to come to this school. I learn so many things about how to improve my English. Studying grammar, writing and reading books. Mrs. Pattie Campbell is a wonderful teacher. She is kind, caring and very professional. Nadia S., ESL Advanced Student

Our class is colorful with teamwork, various lessons. Students can participate in the lessons. The teacher always gives us a change to share our ideas. Panee K., ESL Advanced Student

My instructor and all my classmates are nice and kind. I am so lucky to be in this class. I am glad I decided to study at Vista Adult School. I hope to get a nice office job after I finish this course. Kazuko K., ESL Advanced Student

El programa de ESL provee la oportunidad de aprender las destrezas de escuchar, hablar, leer, escribir y habilidades de pensamiento crítico en inglés. El programa ofrece niveles de ESL, cubre amplitud del nivel alfabetización básico al avanzado en el desarrollo de la lengua. Todos los niveles están disponibles por la mañana y tarde. (lunes a jueves de 9 am - 12 pm y de 6 - 9 pm).

PROCESO DE MATRICULACIÓN:
• Asistir a una orientación. Lleve temprano el espacio es limitado.

ORIENTACIONES DE ESL

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<th>Horario de la mañana</th>
<th>Horario de la noche</th>
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<td>9 y 12 de marzo</td>
<td>6 y 9 de abril</td>
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<td>21 y 22 de abril</td>
<td>20 y 23 de abril</td>
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Ofrecemos clases en la comunidad de inglés en la Biblioteca de Vista (700 Eucalyptus Ave), en el Centro de Transición para Adultos de Vista (305 E. Bobier Drive) y los sábados en el plantel de Sunset. Estas clases son de matriculación abierta y no requieren orientación. Llame para más información.
HIGH SCHOOL PROGRAM:

Are you interested in obtaining your high school diploma, or passing a High School Equivalency Exam (ex. GED or HSET)? Are you looking to improve your basic academic skills in order to advance in your career, find new employment or achieve personal growth? If so, Vista Adult School’s High School Program will help you accomplish your goals. Classes are offered in the morning and evening, as well as through an online independent study option.

To enroll in the High School Program, students must be at least 18 years of age and attend a mandatory orientation. It is important to bring a copy of your most recent transcripts with you to orientation. HSD Program orientations and classes are held at the VAS Sunset Campus.

Space in orientations is limited; we recommend you arrive at least one hour prior to the start time. Please report to the office to begin orientation process.

Spring Orientation Schedule:
- March 10, 11 (6 pm)
- March 9, 12 (9 am)
- April 21, 22 (6 pm)
- April 20, 23 (9 am)

VISTA ADULT SCHOOL
Sunset Campus
510 Sunset Drive, Vista, CA 92081
(760) 758-7122 • FAX (760) 726-3277

Hours: Monday - Thursday, 8 am - 9 pm
Friday, 8 am - 3:30 pm
Saturday, 8 am - 12 Noon

Adult Staff:
- Elizabeth O’Shea West, Principal
- Tara Biancama, Assistant Principal
- Thanh Van Pham

Support Staff:
- Cindly Aragona
- Diane Dust
- Luz Gonzalez
- Michelle Pracassie
- Jose Luna
- Angel Olivares
- Johana Ramirez

Vista Unified School District - Board of Education
- Rosemary Smithfield
- Rich Alderson
- Cipriano Vargas
- Debbie Morton

Dr. Matt Doyle, Superintendent

HIGH SCHOOL EQUIVALENCY EXAM:

Vista Adult School is a testing center for two California approved High School Equivalency (HSE) Exams - the GED and the HSET. A HSE exam is for adults who do not have a high school diploma. Those who pass the exam will receive a California High School Equivalency Certificate. Anyone 18 years of age or older, or 17 under certain circumstances, is eligible to take a HSE exam. CA residency and acceptable ID is required to take the exam. Be sure the name you register for the exam with matches the name on your ID. In addition to being a testing center, Vista Adult School can help to prepare you to pass these HSE exams. To enroll, attend a High School Program orientation.

GED
We are a Pearson Vue authorized testing center and offer the GED exam via computer. To sign up for the GED you must first register through www.GED.com; all registration, scheduling and payments is done through the GED website. The GED exam consists of four parts: Reasoning Through Language Arts, Mathematical Reasoning, Science and Social Studies. More information can be found at the www.ged.com website.

HSET
We are an ETS authorized testing center and offer the HSET exam via computer or paper/pencil. The State of California has recently approved the HSET exam, which is an alternative to the GED. To sign up you must first register through www.hiset.org; all registration, scheduling and payments is done through the HSET website. The exam consists of five parts: Language Arts Reading, Language Arts Writing, Mathematics, Science and Social Studies. More information can be found at the www.hiset.org website.

REGISTRATION INFORMATION

On Monday, March 2, 2020, 8 am most classes will be available for online registration at www.vistaadultschool.org

PHONE-IN
Call: (760) 758-7122
Monday - Thursday, 8 am - 7:30 pm and Friday, 8 am - 3 pm to register using VISA or MasterCard. Please have your course number and credit card information ready.

WALK-IN
Vista Adult School
510 Sunset Drive, Vista, CA 92081

ONLINE
www.vistaadultschool.org
Click “Register Online” on the homepage. Follow the process to enroll in your classes. Use VISA or MasterCard card on our secure encrypted site.

Check out our website at www.vistaadultschool.org for detailed information!

Community Education Classes are independently supported only by student fees.

All classes provided by Vista Adult School include a $20 non-refundable registration fee. Minimum enrollment is required for all classes. Please sign up early to avoid cancellation of the class you want! Register now for the best seats ever!

Vista Adult School Program is accredited by the Western Association of Schools and Colleges. All teachers are certified in their teaching area by the California Commission for Teacher Credentialing. The Vista Unified School District does not discriminate on the basis of sex, race, color, religious creed, national origin, ancestry, disability, medical condition or age. A uniform complaint procedure is in place. If you have suggestions or concerns regarding VAS, please call (760) 758-7122.

CONGRATULATIONS 2019 HIGH SCHOOL DIPLOMA GRADUATES!

VISTA ADULT SCHOOL CLASS LOCATIONS
1. Sunset - Vista Adult School - Sunset Campus, 510 Sunset Drive
2. VATC - Vista Adult Transition Center - 305 E Bobier Drive
3. SDCL/VB - 12 County Library-Vista Branch, 700 Eucalyptus Avenue

Remember to mark your calendar with class dates, times, and locations. We do not send confirmations!

DATES

March 2, 2020 . . . . . . . . . . . . . . . . . . . . . . General Registration Opens
March 16, 2020 . . . . . . . . . . . . . . . . . . . First Day of Spring Session
March 30 - April 4, 2020 . . . . . . . . . . . . . Spring Break, No Classes
April 15, 2020 . . . . . . . . . . . . . . . . . . . Career & Resource Fair
May 23 - May 25, 2020 . . . . . . . . . . . . . Memorial Day Holiday, No Classes, Office Closed
June 12, 2020 . . . . . . . . . . . . . . . . . . . Graduation
June 13, 2020 . . . . . . . . . . . . . . . . . . . Last Day of Spring Session