May-August 2016
Continuing Education Courses

Never stop learning.
Join us for a summer of learning at UNLV Continuing Education. We have an exciting lineup of courses, including many brand new offerings.

Full course descriptions and registration are available online at continuingeducation.unlv.edu. You may also contact us at continuing.education@unlv.edu or 702-895-3394. Register at least 15 days in advance for best course selection and availability.

**Aerospace & Defense**

Airplane & Helicopter Pilot

**INTRODUCTORY AIRPLANE OR HELICOPTER FLIGHT**

Individualized Training Schedule | $169

**PRIVATE PILOT AIRPLANE OR HELICOPTER GROUND SCHOOL COURSE**

Individualized Training Schedule | $999

**AIRPLANE PRIVATE PILOT CERTIFICATION**

Individualized Training Schedule | $9,999

**HELICOPTER PRIVATE PILOT CERTIFICATION**

Individualized Training Schedule | $14,999

**Animals**

Chickens

**RAISING CHICKENS AT HOME**

W | 7/6-7/13 | 6:30-8:30PM | $65

**Dog Obedience**

**DOG OBEDIENCE TRAINING I**

Su | 5/15-6/26 | 7-8PM | $109

**DOG OBEDIENCE TRAINING II**

Su | 7/24-8/21 | 7:30-8:30PM | $109
Arts & Crafts

Arts & Crafts Classes

FACE FIRST-INTRODUCTION TO PORTRAITS
Sa | 5/7-6/18 | 1:30-4:30PM | $159

INTRODUCTION TO ART APPRAISALS: WHAT ART’S WORTH & WHY
W | 6/8-6/29 | 7-9PM | $109

PAINT LIKE THE OLD WORLD MASTERS I
Sa | 6/4-7/16 | 1-4PM | $159

PAINT LIKE THE OLD WORLD MASTERS II
Sa | 7/23-8/27 | 1-4PM | $159

POTTERY: HAND BUILDING
Sa | 6/11-8/6 | 10AM-1PM | $135

POTTERY: WHEEL THROWING
W | 6/8-7/27 | 10AM-1PM | $135

STONE CARVING
Sa | 6/4-8/6 | 9:30AM-12:30PM | $399

WOODWORKING I
Th | 5/12-6/16 | 6-9PM | $254

Computers

Microsoft Office: Essentials

EXCEL ESSENTIALS
M | 6/13 | 1-4PM | $69

EXCEL ESSENTIALS-ANALYZING DATA
W | 6/15 | 1-4PM | $69

EXCEL ESSENTIALS-PRESENTING DATA
F | 6/17 | 1-4PM | $69

WORD ESSENTIALS-WORKING WITH LONG DOCUMENTS
Th | 6/9 | 1-4PM | $69

Microsoft for the Workplace

EXCEL 2010-LEVEL I
W | 6/1-6/29 | 6-8PM | $269

EXCEL 2010-LEVEL II
W | 7/27-8/24 | 6-8PM | $269

Register at least 15 days in advance for best course selection and availability.
Internet Design & Technology

ADOBE DREAMWEAVER LEVEL I
  W | 5/11-6/15 | 5:30-8:30PM | $339

ADOBE PHOTOSHOP-LEVEL I
  Th | 6/2-7/7 | 5:30-8:30PM | $309

ADOBE PHOTOSHOP-LEVEL II
  Th | 7/28-8/18 | 5:30-8:30PM | $259

HTML-LEVEL I
  T | 6/7-7/5 | 6-8PM | $289

HTML-LEVEL II
  T | 7/12-8/9 | 6-9PM | $289

INTRODUCTION TO SOCIAL MEDIA MARKETING
  Th | 6/16-6/30 | 1-4PM | $289

Design

Fashion Design

BASIC SEWING
  WTh | 6/8-6/30 | 5:30-9:30PM | $359

BASIC SEWING 2-STITCH IT
  SaSu | 7/9-7/23 | 10AM-2:55PM | $289

LITTLE BLACK DRESS
  SaSu | 8/6-8/20 | 10AM-2:55PM | $289

Entertainment & Hospitality

Food & Beverage Classes

NEW! LIGHT SUMMER PASTAS
  T | 7/12 | 6-8:30PM | $45

REFRESHING SUMMERTIME SOUPS
  T | 8/2 | 6-8:30PM | $49

Connect with us: Facebook | Twitter | YouTube
SALSAS, SPREADS & DIPS
T | 5/17 | 6-8:30PM | $69

NEW! SIZZLING SUMMER GRILLING
T | 6/14 | 6-8:30PM | $55

NEW! SMALL ITALIAN BITES
T | 8/9 | 6-8:30PM | $50

NEW! VEGETARIAN SUMMER FAVORITES
T | 7/19 | 6-8:30PM | $55

NEW! VINO, SALUME, E FORMAGGIO
W | 5/18 | 6-8:30PM | $69

Sommelier Academy
VINE TO WINE: THE FUNDAMENTALS
W | 6/1-9/7 | 10:30AM-5:30PM | $1,599

Family
Parenting & Families
COOPERATIVE PARENTING-SHIELDING YOUR CHILDREN FROM CONFLICT
T | 5/24-7/12 | 7-9PM | $299
Sa | 6/4-7/30 | 9-11AM | $299
T | 8/23-10/11 | 7-9PM | $299
Sa | 8/27-10/15 | 9-11AM | $299

Kids in Divorce & Separation (KIDS)
KIDS-KIDS IN DIVORCE & SEPARATION
Sa | 6/18-7/9 | 9-11AM | $79

Financial Management
Financial Planning
FINANCIAL STRATEGIES FOR SUCCESSFUL RETIREMENT
Th | 5/5-5/26 | 6:30-9PM | $69

Grant Academy
GRANTS MANAGEMENT
W | 5/4-5/18 | 9AM-noon | $199

Nonprofit Management
A NONPROFIT BOARD’S ROLE & RESPONSIBILITY TO ITS AGENCY & THE COMMUNITY
F | 6/3 | 11AM-12:30PM | No Charge
AN INTRODUCTION TO THE NONPROFIT SECTOR
F | 6/3 | 9-10:30AM | No Charge
RESPONSIBLE FUNDRAISING  
| Th  | 5/5-5/26 | 9AM-1PM | $279

WHOSE BALL IS IT? DEVELOPING COLLABORATIVE RETURN ON SPONSORSHIP  
| ThF | 6/9-6/10 | 9AM-1PM | $159

### Legal

#### Legal Classes

**CONTRACT LAW**  
| Th  | 7/21-8/18 | 6-9PM | $289

**TORT LAW**  
| Th  | 6/16-7/14 | 6-9PM | $289

#### Legal Secretary

**LEGAL SECRETARY INFORMATION SESSION**  
| W   | 7/20 | noon-1PM | No Charge
| W   | 7/20 | 5:30-6:30PM | No Charge
| W   | 8/10 | noon-1PM | No Charge
| W   | 8/10 | 5:30-6:30PM | No Charge

#### Mediation

**MEDIATION TRAINING CERTIFICATE**  
| Th  | 5/5-6/2 | 8:30AM-4:30PM | $1,199

### Paralegal Certificate Programs

**PARALEGAL CERTIFICATE INFORMATION SESSION**  
| W   | 5/4 | noon-1PM | No Charge
| W   | 5/4 | 5:30-6:30PM | No Charge
| W   | 5/18 | noon-1PM | No Charge
| W   | 5/18 | 5:30-6:30PM | No Charge
| W   | 6/1 | noon-1PM | No Charge
| W   | 6/1 | 5:30-6:30PM | No Charge

**NURSE PARALEGAL CERTIFICATE PROGRAM**  
| T   | 6/14-9/20 | 9AM-noon | $4,349
| T   | 6/14-9/20 | 6-9PM | $4,349

**PARALEGAL CERTIFICATE PROGRAM**  
| TTh | 6/14-9/22 | 9AM-noon | $6,549
| TTh | 6/14-9/22 | 6-9PM | $6,549

**PARALEGAL CERTIFICATE ONLINE**  
| Online delivery | $7,529

*Register at least 15 days in advance for best course selection and availability.*
Management & Operations
Entrepreneurship

JOB SEEKING SKILLS & BEYOND
Sa | 6/4-6/18 | 10AM-noon | $89

NETWORKING FOR SUCCESS
Sa | 5/21 | 9:30AM-1:30PM | $59

Human Resource Management

COMMUNICATION STRATEGIES: WHEN HAVING DIFFICULT CONVERSATIONS
Th | 5/19 | 9AM-4PM | $279

DOCUMENTATION, DISCIPLINE & TERMINATION
F | 6/3 | 9AM-4PM | $279

PROJECT MANAGEMENT SKILLS EVERYONE NEEDS
F | 8/12 | 9AM-4PM | $279

UNDERSTANDING EMPLOYEE BEHAVIOR IN THE WORKPLACE
F | 5/20 | 9AM-4PM | $279

WORKPLACE INVESTIGATIONS
F | 7/22 | 9AM-4PM | $279

Public Relations

NEW! SHAPING PUBLIC PERCEPTION: NEXT STEP SOCIAL MEDIA
Sa | 6/25 | noon-3PM | $99

Health Care & Allied Fields

Behavioral & Mental Health

YOUTH MENTAL HEALTH FIRST AID
Sa | 7/16 | 9AM-6PM | $99

Gap Training for RNs

GAP TRAINING FOR RNS: TRANSITION INTO PRACTICE PROGRAM
Individualized Training Schedule | 5/31-7/22 | $3,030

Music

BEGINNING GUITAR
T | 6/7-7/12 | 7:15-8:45PM | $99

UNLV SUMMER COMMUNITY CONCERT BAND
W | 5/18-6/29 | 7-9:20PM | $15
Photography, TV & Film

Acting

BREAK INTO STAND-UP COMEDY
M | 5/2-6/11 | 6:30-9PM | $229

Photography

ARCHITECTURE & LANDSCAPE PHOTOGRAPHY
Sa | 8/6-8/20 | 9AM-noon | $199

BUILDING A PHOTOGRAPHY BUSINESS
Sa | 7/9-7/16 | 9AM-4PM | $199

CELL PHONE PHOTOGRAPHY
Sa | 6/25 | 9AM-noon | $59

DIGITAL PHOTOGRAPHY I-THE ESSENTIALS
Sa | 5/7 | 9:30AM-3:30PM | $109

DIGITAL PHOTOGRAPHY II-VISUAL COMMUNICATION
Sa | 5/21 | 9:30AM-3:30PM | $109

DIGITAL PHOTOGRAPHY III-FOCAL LENGTHS TO FILTERS
Sa | 6/11 | 9:30AM-3:30PM | $109

FOOD PHOTOGRAPHY
MW | 6/13-6/15 | 5:30-9PM | $129

HOW TO MAKE A (CHEAP) FEATURE FILM IN TWO WEEKENDS
W | 5/4-6/8 | 7:15-9PM | $199

PRESENTING & MARKETING YOUR PHOTOGRAPHS
Sa | 7/23-7/30 | 9AM-noon | $129

STREET PHOTOGRAPHY
Sa | 6/4-6/18 | 1-4PM | $199

WEDDING PHOTOGRAPHY
M | 5/2-5/9 | 6-9PM | $129
W | 7/13-7/20 | 6-9PM | $129

Radio & TV Voiceover

BREAK INTO THE WORLD OF VOICEOVER
T | 6/7-6/28 | 6:30-9:30PM | $299
Real Estate

Community Manager

COMMUNITY MANAGER PREPARATION COURSE
INFORMATION SESSION
W | 5/18 | noon-1PM | No Charge
W | 5/18 | 4-5PM | No Charge
W | 6/15 | noon-1PM | No Charge
W | 6/15 | 4-5PM | No Charge
W | 8/17 | noon-1PM | No Charge
W | 8/17 | 4-5PM | No Charge

COMMUNITY MANAGER PREPARATION COURSE
FSaSu | 6/3-7/2 | 9AM-3PM | $599 | PL.06100-CAM

Sports & Wellness

Personal Safety & First Aid
CPR/AED ADULT, CHILD & INFANT: AMERICAN HEART ASSOCIATION
Sa | 6/4 | 9AM-2:30PM | $89

Health & Wellness
ENERGY HEALING: BEGINNERS (REIKI)
Sa | 7/9 | 9AM-4PM | $129
ENERGY HEALING: INTERMEDIATE (REIKI)
Sa | 7/16 | 9AM-4PM | $149
ENERGY HEALING: MASTER (REIKI)
Sa | 7/23 | 9AM-4PM | $199

GOLF FOR BEGINNERS
Su | 5/1-6/12 | 9:30-11AM | $129

MINDFULNESS MEDITATION
Sa | 6/4-6/25 | 11AM-1PM | $109

PREGNANCY PILATES
Sa | 6/4 | 10AM-1PM | $79

Sports & Fitness

BEMOVED
W | 6/1-7/20 | 1:15-2:15PM | $69

INDOOR ROCK CLIMBING
W | 6/15-6/29 | 7-8:30PM | $99

NASM Certificate Programs

NASM PERSONAL FITNESS TRAINER PROGRAM
Sa | 6/4-8/27 | 11AM-1:30PM | $1,199

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### UNLV PROFESSIONAL DEVELOPMENT CERTIFICATE PROGRAMS

#### Aerospace & Defense
- Airplane & Helicopter Pilot Training
- Protective Services Professional
- Unmanned Aircraft Systems (UAS)

#### Animals
- Animal Massage & Care Provider (AMCP)

#### Computers
- Information Technology
- Internet Design & Technology
- Print & Graphic Design

#### Design
- Fashion Design

#### Entertainment & Hospitality
- Beer Steward & Connoisseur
- Sommelier Academy

#### Financial Management
- Grant Academy
- Nonprofit Management

#### Legal
- Legal Secretary
- Mediation
- Nurse Paralegal
- Paralegal
- Paralegal Specialist

#### Management & Operations
- Human Resource Management
- Public Relations

#### Health Care & Allied Fields
- Gap Training for RNs: Transition into Practice Program

#### Real Estate
- Community Manager

#### Sports & Wellness
- NASM Essentials of Corrective Exercise Training
- NASM Fitness Nutrition Specialist
- NASM Personal Fitness Trainer

*Starred programs may be eligible for Workforce Connections training funds.*
EASY WAYS TO REGISTER

ONLINE – http://ced.unlv.edu/register. Payment accepted by credit card only.

BY PHONE – 702-895-3394. Register by phone Mon-Thu, 8am-7pm; Fri 8am-5pm

IN PERSON – Visit our office at the UNLV Paradise Campus, 851 E. Tropicana Ave, Building 100, Las Vegas, NV 89119 (Southeast corner, Tropicana and Swenson)

CERTIFICATE PROGRAMS

Continuing Education’s certificate programs are designed to move you forward professionally. They are offered via classroom, online, and hybrid formats, and provide skill sets valued by employers in a variety of career areas: aerospace & defense, computers, hospitality, financial management, legal, management & operations, medical & wellness, and real estate.

Learn more at ced.unlv.edu/certificate-programs