New Class Highlights

Graphic Design for Non-Designers | 7
Effective Blogging for Professionals | 5
CareerQuest | 6
Introduction to Microsoft Excel 2013 | 18
Draw with Pastels | 20
Raising Backyard Chickens | 21
Belly Dance for Beginners | 22

Testimonials

“This was so much fun and I looked forward to class from week to week.”

“Anna was patient and encouraging. She made her students feel good about their efforts.”

“Great job! Way fun and informative and I’m excited to use my camera more.”

“This class was a blast.”

“...this is the first Continuing Education class I have taken and it was excellent.”

“VSU has always chosen appropriate, informative, and interesting workshop subjects. I trust your choices.”

Our Mission

The Continuing Education Program enhances the quality of life in the region by providing educational, artistic, cultural, technological, and economic development activities and programs. The Continuing Education Program strives to develop and present programs and activities for professional and personal enrichment.
# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Pages</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Professional Development</strong></td>
<td>4 - 9</td>
</tr>
<tr>
<td>Language &amp; Communication</td>
<td>4</td>
</tr>
<tr>
<td>Career &amp; Skill Building</td>
<td>5 - 7</td>
</tr>
<tr>
<td>Certification &amp; Recertification</td>
<td>8</td>
</tr>
<tr>
<td><strong>Certificate Programs</strong></td>
<td>9</td>
</tr>
<tr>
<td><strong>Special Programs</strong></td>
<td>10</td>
</tr>
<tr>
<td><strong>General Program &amp; Registration Information</strong></td>
<td>11 - 13</td>
</tr>
<tr>
<td>Frequently Asked Questions</td>
<td>11</td>
</tr>
<tr>
<td>Ways to Register &amp; Registration Form</td>
<td>12 - 13</td>
</tr>
<tr>
<td><strong>Online Classes</strong></td>
<td>14 - 19</td>
</tr>
<tr>
<td>Popular Courses &amp; Certificate Programs</td>
<td>14</td>
</tr>
<tr>
<td>Teacher Recertification</td>
<td>15</td>
</tr>
<tr>
<td>Personal &amp; Professional Development</td>
<td>16</td>
</tr>
<tr>
<td>Health Care Certificate Programs</td>
<td>17</td>
</tr>
<tr>
<td>Career Exploration &amp; New Course Offerings</td>
<td>18</td>
</tr>
<tr>
<td>Personal Finance</td>
<td>19</td>
</tr>
<tr>
<td><strong>Money Management</strong></td>
<td>19</td>
</tr>
<tr>
<td><strong>Visual Arts</strong></td>
<td>20</td>
</tr>
<tr>
<td><strong>Home &amp; Wellness</strong></td>
<td>21</td>
</tr>
<tr>
<td><strong>Dance, Movement &amp; Music</strong></td>
<td>22</td>
</tr>
<tr>
<td><strong>All in Good Taste</strong></td>
<td>23</td>
</tr>
</tbody>
</table>

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www.valdosta.edu/conted
How can we help?

As the business community continues to grow, Valdosta State University Continuing Education looks forward to meeting your professional development needs. A business is only as successful as its employees; therefore, we strive to offer a variety of professional development programs.

We are committed to the community and one of our primary goals is to develop local businesses... one employee at a time. In addition to our on-site courses, we offer instructor facilitated online courses available anytime, anywhere.

We can provide customized conferences, trainings, workshops, or seminars at our facility or yours. As you take a look at our programs, let us know if you see ways we can better meet your professional development needs.

Get LinkedIn!

LinkedIn is more than a job search resource. Find out how to use LinkedIn more effectively to grow professionally - from adding your resume and highlighting career accomplishments to connecting with colleagues, joining professional interest groups, getting answers to questions, and making future business and career connections. You’ll also learn what common mistakes to avoid to maintain a complete, honest, and professional profile. Note: Please have your account set up prior to the workshop. (.15 CEU)

Instructor Brittany Smith holds a Bachelor of Business Management degree and works in VSU’s Student Success Center. She is pursuing her Master’s degree in Industrial and Organizational Psychology.

Thursday | May 1 | 6 - 7:30 PM | $19 (After April 24, $29)

Getting Paid to Talk

Explore numerous aspects of voice over work in your area for television, film, radio, audio books, documentaries, and the Internet. Discover all the basics, including how to prepare the all-important demo. Ask questions, hear examples of demos recorded by professional voice actors, and even practice recording a commercial script. This class is informative, fun, and a great first step for anyone interested in voice acting. Instructors are voice acting professionals provided by VoiceCoaches, Creative Voice Development Group. (.25 CEU)

Tuesday | March 4 | 6:30 - 9 PM | $29 (After Feb. 24, $39)

Conversational Spanish

If you are planning a trip to a Spanish-speaking region, this class is a perfect introduction or refresher. Learn the basics in a practical and enjoyable way with an experienced, fluent instructor! Practice common, useful phrases and vocabulary, correct pronunciation, and basic sentence structure you need to understand and use the Spanish language. (1.2 CEU)

Instructor Marcela Paredes came to the U.S. from Quito, Ecuador as a high school exchange student. Marcela earned degrees in Education and Spanish from VSU and currently teaches Spanish at Valdosta Middle and J.L. Newbern Middle Schools.

6 Thursdays | March 13 - April 24 | 6 - 8 PM | $89 (After March 6, $105)

* No Class April 10

Online Language Courses

- Beginning Conversational French
- Conversational Japanese
- *Speed Spanish
- *Speed Spanish II
- Speed Spanish III
- Spanish for Law Enforcement
- Spanish for Medical Professionals
- *Spanish in the Classroom

Each course above is $99. See page 14 for details regarding 6-week, instructor-paced online courses.

*Course approved for GA Teacher Re-Certification - PLUs (Professional Learning Units). An additional $10 applies if PLUs are requested.
**Import / Export Now! ONLINE**

Discover what it takes to be self-employed in import or export (or both) of goods or services in this hands-on course delivered over the internet. Learn how to develop your product or service, find the best suppliers, best customers, work with banks, currency issues, insurance companies, government agencies and other trade entities. (1.8 CEU)

Instructor John Spiers has been trading internationally since 1984. The required textbook, *How Small Business Trades Worldwide*, is not included in the course fee. It is available at online bookstores, new or used, for under $26. The Kindle version is available for under $10. (Live online sessions on Wednesdays.) (ISBN: 978-0-9795515-0-5)

Online  | April 16 - June 11  | $95

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**iPad Basics for New Users**

New users bring your iPad, fully charged, registered, and already working. Learn how to navigate your iPad, use settings and options, sync your iTunes account, backup and restore data, use the App Store, enhance battery life, and discover tips and tricks to get the most out of your device. (.25 CEU)

Instructor Sheila Hall is a training specialist in Valdosta State University’s Department of IT Training & Communication.

Monday  | February 24  | 6 - 8:30 PM  | $29 (After Feb. 17, $39)
Monday  | April 7  | 6 - 8:30 PM  | $29 (After March 31, $39)

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**Effective Business Blogging**

One of the easiest and least expensive ways to connect to your audience and drive traffic to your website is through blogging. Learn where and how to set up a blogging platform. Discover how you can conduct marketing surveys, insert your product or service into social media platforms, and generate interest with incentives or coupons, and more. (.6 CEU)

Instructor Karen Morris teaches English at VSU. A former music business professional, Karen sorted through thousands of songs for material to deliver to artists & producers during her ten years in country music for Country Gold Records. She currently teaches students to create multimedia presentations using web 2.0 tools.

Monday & Wednesday  | March 31 & April 2  | 6 - 8 PM  | $59 (After March 24, $75)

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**Creating Content for Social Media**

Stand out from your competitors by helping your customers see through the vast amounts of information in front of them, to the good stuff...the answers. Discover how to select, organize, and present the information your audience wants using content curation tools like Scoopit and pull people toward your company. (.2 CEU)

See Effective Business Blogging for information about instructor Karen Morris.

Thursday  | April 17  | 6 - 8 PM  | $39 (After April 10, $55)

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**Create Your Own Android Apps**

You don’t have to be a programmer to create mobile applications for Android-powered devices. Learn the basics of Google’s App Inventor and find out how fun and easy it is to build your own custom apps. (.4 CEU)

Instructor Daesang Kim is an assistant professor in VSU’s Department of Curriculum, Leadership & Technology with research interests in innovative technologies that can be used in education.

Monday & Wednesday  | March 24 & 26  | 6 - 8 PM  | $49 (After March 17, $65)
Google Apps for Professionals

Google offers a wide array of applications with one of the most awesome benefits being the ability to collaborate. In this hands-on class, learn about a variety of Google Apps and their collaborative features and gadgets including email, calendar sharing, document sharing, and form creating. You will also explore many extensions available in Google Chrome. Discover how to keep all of your “stuff” in one place yet accessible from many places! (.6 CEU)

Instructor Laverne Hill, Media Specialist at Lowndes High School, teaches skills for research and technology to students in grades 9-12. Laverne has also taught numerous courses and professional development workshops to adults.

3 Mondays | April 14 - 28 | 6 - 8 PM | $79 (After April 7, $95)

Understanding Your Digital Footprint

What is a digital “footprint” and what kind are you leaving? Is it a good one? A bad one? Do you even know you have one? SHOULD you have one? Your online presence is important in many ways. In this hands-on session, discover what your digital footprint may look like and how it can be improved. (.1 CEU)

See Google Apps for Professionals for information about instructor Laverne Hill.

Monday | March 10 | 6 - 7 PM | $15

Beyond Facebook: Where Have All the Teenagers Gone?

With more and more adults using Facebook, teenagers are migrating to new social networking sites. Learn what social networking tools are the most popular and the most appealing to teens right now. Discover how these tools can be used in your own personal and professional environment. We will take a look at Twitter, SnapChat, Vine, and others. (.1 CEU)

See Google Apps for Professionals for information about instructor Laverne Hill.

Monday | March 10 | 7:15 - 8:15 PM | $15

Special Discount! Take both Understanding Your Digital Footprint & Beyond Facebook for $25

CareerQuest

Many entrepreneurial hopefuls share a common enemy - opportunity blindness! Whether you are looking to start or change your career or start a business, opportunities, tools, and resources are hidden in plain view all around you. In this fun and highly interactive look at character-based entrepreneurship, you will be coached through a creative look at skill assessment and development, accessible resources, fund-sourcing, and business planning tools to begin your journey toward a new career or business venture. Leave with a skills and resources assessment, resource library, and coaching plan to help you take immediate action steps toward your goals. (.2 CEU)

See Graphic Design for Non-Designers (Page 7) for information about instructor Elton Dixon.

Thursday | March 6 | 6:30 - 8:30 PM | $35 (After Feb. 27, $45)
Graphic Design for Non-Designers

Do you need to produce effective marketing content in web or print formats for your business or organization? Not everyone is an artist, but you can learn practical skills in design principles and communication strategy that you can apply to get professional results. Learn to build a “Can’t-Miss” Style Guide and discover the basics of how to use popular design. Your work will have the polished edge that attracts attention, wins customers, and compels action from your audience. (.6 CEU)

Instructor Elton Dixon is owner & director of EnayDesigns, a local marketing, coaching, & design agency. He graduated from the United States Air Force Academy in 1996 and served as an officer until 2002. Before founding EnayDesigns, he directed general and special program operations for commercial and non-profit organizations.

3 Tuesdays | April 15 - 29 | 6:30 - 8:30 PM | $89 (After April 8, $105)

How to Hire the Right Person

Recruiting and selecting the right person for the right job is critical to employee retention. Learn how to identify essential job functions and determine the appropriate assessment tool or hiring process. Discover how to use behavioral questioning and determine appropriate questions to predict “best fit.” Explore methods to dissect resumes and applications, get the most out of references, and much more. (.55 CEU)

Instructor David Schmidt is a training specialist at VSU and holds a Master of Education in Instructional Technology. David is also a Certified Professional Behavioral Analyst.

Wednesday | March 26 | 9:30 - 4 PM | $129 (After March 19, $149)
Location: University Center Cypress Room
1-Hour lunch is on your own
VSU employees must register through Employee & Organizational Development for this course 229.259.5105.

Listening & Interpersonal Communication

Are you confronted with recurring communication issues at work or in personal interactions? Discover fresh, new approaches to improve interactions with supervisors, staff members, coworkers, or peers. Explore your communication style; learn effective communication techniques; discuss specific challenges; practice a variety of communication skills for handling everyday communication challenges. (.3 CEU)

Instructor Lt. Tim Yorkey is a training specialist at VSU and holds a Bachelor of Science in Criminal Justice.

Monday | March 31 | 1:30 - 4:30 PM | $59 (After March 24, $75)
Location: University Center Rose Room
VSU employees must register through Employee & Organizational Development for this course 229.259.5105.
Certification & Recertification

Food Safety Manager Certification (Class & Exam)
- One Day Training Session by a Certified Instructor (.85 CEU)
- Class Concludes with Administration of the Certification Exam
- Pass / Fail Results Available Immediately
- Textbook and Exam Materials Included

Monday | March 3 | 9 AM - 6:30 PM | $179 (After Feb. 17, $219)

Multilingual textbooks and test materials are available. For complete information about our ServSafe classes & exams, call Sue Bailey at 229.245.6484 or visit our website, www.valdosta.edu/conted and click on Professional Development.

WOW
ServSafe Classes can be offered on a Contract Basis for Your Food Service Establishment!
Proctoring for ServSafe Alcohol Online Exams is also available.
Call Sue Bailey at 229.245.6484 for details.

Preparation for Professional in Human Resources Certification
If you have at least two years of exempt-level experience in the Human Resources field and are interested in expanding your HR knowledge and skills by earning the most sought after HR certification, you need the best exam preparation course available. Enroll today in our 12 session/36 hour program designed to prepare you for the PHR or SPHR certification exams through HRCI (Human Resources Certification Institute.) Course materials included. (3.6 CEU)

12 Tuesdays | Feb. 11 - April 29 | 6 - 9 PM | $895
(After Jan. 29, $975)

*Registrations after Jan 29 may incur additional shipping charges for materials. No cancellations will be accepted after Feb 3, but you may send a substitute.

Court Reporters Workshop
Keep up-to-date with the knowledge, skills, and tools of court reporting to maintain excellence in your profession. Workshop topics are TBA. ICJE and NCRA approval pending for 5 hours of continuing education credit. Lunch included. (.5 CEU)

Saturday | March 29 | 8:45 AM - 3 PM | $109
(After March 21, $125)
Check-in & continental breakfast begins at 8:15 AM. The first presentation begins at 8:45AM.

Register Early!
CLASSES MAY BE CANCELLED IF THERE IS NOT SUFFICIENT ENROLLMENT TO COVER COSTS

Exam-Only Sessions
For those who are:
- Seeking a proctor after completing the ServSafe online course.
- Retaking the ServSafe Exam.
- Non-English speakers doing self-study in their preferred language.

Exams are taken online and are available in English, Spanish, and Chinese.

IMPORTANT INFORMATION FOR EXAM-ONLY REGISTRANTS:
- Registrants are responsible for purchasing their textbook and exam voucher from the ServSafe website: www.servsafe.com
- No class time is included. Participants are responsible for self-study.

Exam-Only Registration Fee: $75*
*Fee does not include textbook or exam voucher.
Register with payment by Thursday at 4 PM the week before the exam-only session.
See table below for dates and times.

<table>
<thead>
<tr>
<th>2014 DATES</th>
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<tbody>
<tr>
<td>Tuesday, Feb. 11</td>
<td>9 AM</td>
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</tr>
</tbody>
</table>
Certificate Programs

Fundamentals of Digital Photography

Learn basic skills to operate your digital SLR camera and take better photos. Explore auto settings, exposure control, how to choose ISO settings, and gain an understanding of color temperature, white balance, image noise reduction, and more. You will have lots of practice taking pictures using your new skills. A prosumer SLR digital camera with interchangeable lenses is recommended; an advanced digital camera with a zoom lens and aperture and shutter priorities is acceptable. Please bring your camera to class. (1.0 CEU)

Instructor Paul Leavy earned his B.S. in Journalism in 1985 from the University of Florida. Paul became the university photographer for VSU in August 2012 after more than 25 years as Valdosta Daily Times staff photographer and has won many photography awards including the Photo of the Year from the Georgia Associated Press.

5 Tuesdays | April 1 - 29 | 6 - 8 PM | $139 (After March 25, $155)

Digital Photography - Online Classes*

Photographing People With Your Digital Camera
Photographing Nature with Your Digital Camera
Photoshop Elements (9, 10, or 11) for the Digital Photographer

*For more info & starting dates for the classes listed above, see page 14. Each course is $99.

Administrative Assistant I
Certificate Program

To earn this certificate you must:

• Successfully complete the entire program within 18 months. (Minimum 75 Hours)
• Maintain a 75% GPA or better throughout the program. (Additional Attendance Requirements May Apply)
• Submit the application for certificate to VSU Continuing Education to receive your certificate.

Required Courses:
• Administrative Assistant Fundamentals | Online: 24 Hours
• Keys to Effective Communication | Online: 24 Hours
• Google Apps for Professionals | 4 Hours
  (Or Related Courses) | 3 - 6 Hours

Elective Courses (Choose One):
• Grammar Refresher | Online: 24 Hours
• Accounting Fundamentals | Online: 24 Hours

Administrative Assistant II*

To earn this certificate you must:

• Complete the Administration Assistant I Certificate and successfully complete:
  • Administrative Assistant Applications | Online: 24 Hours
  • Leadership / Supervisory Skills | TBA

*Minimum 100 Hours Required

Look for these icons throughout the catalog for classes that are part of the Certificate Programs.
**Special Programs**

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**Claiming Our Stories**
Wisdom tales can offer support in periods of personal uncertainty. Such lore is an enduring form of psychological guidance. This lecture explores mythology and folklore to see how enchanting characters provide clues for our own quests. These tales show how to find the right path and serve a worthy calling. Dr. Young will draw on his work with Joseph Campbell to investigate what we can learn from the mythic imagination.

**Friday | February 21 | 7 - 8 PM | Free**
VSU University Center Theatre

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**Guides to Discovery:**
*Uses of Stories & Archtypal Dimensions of Counseling & Psychology*
The presenting material in a counseling session is a narrative. Clients bring their stories to pastoral counselors and psychotherapists. Showing them how to see their stories as worthy experiences is part of the healing. Drawing parallels between their tales and mythic stories can add dignity, even elegance, to what they have endured. This clinical training seminar looks at mythic stories as illustrations of finding place and purpose. Discussion will focus on how to analyze the structure of classic adventures for key metaphors and for parallels with dreams. This day is designed for those in helping professions interested in archetypal perspectives. The material would also be useful for writers, artists, and educators.

**Saturday | February 22 | 8:30 AM - 4 PM | $50**
VSU University Center - Cypress Room

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**Jonathan Young, Ph.D.** is a psychologist, storyteller, and self-help writer who assisted mythologist Joseph Campbell at seminars and was the Founding Curator of the *Joseph Campbell Archives & Library*. He has taught Jungian psychology at several universities and is presently director of the *Center for Story and Symbol* in Santa Barbara. His books and articles focus on personal mythology. Selections are posted at folkstory.com in the articles section.

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**Learning in Retirement**
is an organization for individuals 50 years of age and above that provides a unique opportunity for cultural growth, lifelong learning, and recreation.
LIR is member-led and university sponsored. Members are involved in determining curriculum, recruiting new members, managing budget, and developing social programming. The program is coordinated through the Continuing Education office at Valdosta State University.

Participants pay membership dues of $45 a term and may take as many LIR courses as they wish (classes with paid instructors may have additional fees).

Classes are held at VSU Continuing Education, 903 N. Patterson Street (across from The Crescent). For additional information or to receive a current class schedule call us at: 229.245.6484.

**www.valdosta.edu/conted**

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**Connect with us!**
Are you on Facebook, Twitter or LinkedIn? Connect with us and explore all the ways you can learn and grow, from kids programs, to professional development and personal enrichment, to Learning in Retirement. You’ll find something for everyone!

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Valdosta State University College of Education & Human Services,
Departments of Psychology & Counseling, Social Work, and Marriage & Family Therapy
Georgia Psychological Association, National Association of Social Workers, Georgia Chapter

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Click on “Learning in Retirement” Or Search for Learning in Retirement at Valdosta State University on Facebook!
Q: Why should I register early?
Continuing Education at Valdosta State University is self-supporting and the cost of presenting a course must be covered by registration fees. Courses with insufficient enrollment will be cancelled. In order to make sure that the course in which you are interested is held, you should register at least 5 days prior to the course starting date. The decision to confirm or cancel a class will be made 3 working days prior to the start date. Some courses require an earlier call date due to ordering materials. This is indicated by an advanced registration deadline date. Fees must be paid at the time of registration in order to confirm your place in class. Late or walk-in registrations will only be accepted on a space available basis.

Q: What about books and materials for classes?
Sources for required/suggested books and supplies are varied and include local and online booksellers. Sources for specialty books will be noted in the course description or by the instructor during the course.

Q: What is our refund / cancellation policy?
Unless otherwise stated in the course description, full refunds minus $5 or 5%, whichever is greater, will be given by contacting the Continuing Education office at 229.245.6484 at least 3 working days (72 weekday hours) prior to the beginning of the program. No refunds will be given for cancellations less than three working days prior to the beginning of class, but registrants may send a substitute. No partial refunds are given for classes missed. For classes cancelled by VSU, registrants will be issued a full refund.

Q: May I transfer my payment to another class?
Requests for transferring registration fees to another class will be granted if space is available and the request is made at least 3 working days prior to the beginning of class.

Q: How do I register?
Continuing Education has four easy ways to register for our programs - by mail, fax, phone, or in person. See instructions on page 12. Be sure to register early to reserve your space and to ensure the class will be held. Payment may be made by cash, check, money order, MasterCard / VISA / Discover, or company purchase order.

Q: What is a CEU?
A Continuing Education Unit (CEU) is a standardized method of recording participation in continuing education classes designed to improve occupational skills or knowledge. One CEU equals 10 actual classroom hours. CEUs will be recorded for anyone successfully completing a course or workshop. CEU transcripts are available by request (records maintained for 20 years). CEUs cannot be converted to academic credit hours. Many occupations require a certain number of CEUs each year. Check with your occupation’s licensing agency to find out if a particular course will meet your requirements.

Q: Do you accept the HOPE Scholarship?
No. The Hope Scholarship is not applicable to non-credit courses.

Q: Are there financial opportunities available?
Participants in certain career and professional development courses may be eligible for financial aid from private lenders. Search the Internet for continuing education or employment and training loans, or check out these options:

<table>
<thead>
<tr>
<th>CAREER TRAINING LOAN SM</th>
<th>For those enrolled in our online certificate programs offered in conjunction with Ed2Go Online Career Training (formerly Gatlin).</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smart Option Student Loan*</td>
<td><a href="http://www.salliemae.com">www.salliemae.com</a></td>
</tr>
<tr>
<td>FOR EMPLOYEES:</td>
<td>WIA (Workforce Investment Act)*</td>
</tr>
<tr>
<td>Georgia Retraining Tax Credit</td>
<td>Contact your local WIA board or search for your local board at: <a href="http://www.doleta.gov/usworkforce/wia/act.cfm">www.doleta.gov/usworkforce/wia/act.cfm</a></td>
</tr>
</tbody>
</table>

*Resources listed above are for informational purposes only and do not constitute endorsement by VSU Continuing Education.
4 Easy Ways to Register

MAIL
Complete our convenient registration form and mail it with payment to:
Continuing Education - EdVantages
Valdosta State University
1500 N. Patterson St.
Valdosta, GA 31698-0435
Make your check or money order payable to VSU Continuing Education. If paying by MasterCard, VISA, or Discover please make sure to sign the form.

FAX
Complete and fax the registration form to 229.333.5397. MasterCard, VISA, and Discover are accepted.

PHONE
You may register by phone by calling our office at 229.245.6484 during regular working hours:
Monday - Thursday | 8 AM - 5:30 PM
Friday | 8 AM - 3 PM

IN PERSON
Visit The Regional Center for Continuing Education (Room 124) or physical address:
903 N. Patterson St. Valdosta, GA
Monday - Thursday | 8 AM - 5:30 PM
Friday | 8 AM - 3 PM
(On the corner of Patterson St. and Gordon St., across from The Crescent.)

Register Early!
Continuing Education at Valdosta State University is self-supporting and the cost of presenting a course must be covered by registration fees. Courses with insufficient enrollment will be cancelled. In order to make sure that the course you are interested in is held, you should register at least 5 days prior to the course starting date. The decision to confirm or cancel a class will be made 3 working days prior to the start date or earlier if materials need to be ordered.

Fees must be paid at the time of registration in order to confirm your place in class. Cancellations must be made at least 3 working days (72 weekday hours) prior to the start of class in order to receive a refund.

Additional registration deadlines and cancellation policies may apply to specific courses / programs. Information will be included with the course details.

PHONE 229.245.6484
FAX 229.333.5397

OFFICE HOURS
MONDAY - THURSDAY
8 AM - 5:30 PM
FRIDAY
8 AM - 3 PM

Q: How will I know if the course if confirmed or cancelled?
A confirmation receipt will be mailed or emailed to you upon processing your registration. If a course is cancelled or changed you will be called or emailed. Please make sure all contact information is accurate on your registration form.

Q: Where will my course be held?
Except where noted, courses are held at the Regional Center for Continuing Education. The room number will be printed on your confirmation receipt.

Q: What about parking?
The bottom of the receipt is your temporary parking permit. Your temporary parking permit allows you to park in any legal spot except Handicapped or Service Vehicle. Please place your parking pass on the driver’s side of the dashboard. Vehicles without visible permits are subject to ticketing regardless of the time of day or day of the week.

Q: Do I have to formally apply through VSU to take Cont. Ed. classes?
No. All of our classes are open to the public and our registration process is simple. Any prerequisites are listed within the course description.
Please complete the information below and see “4 Easy Ways to Register” on page 12.

Legal Name

Preferred Name

Home Address

City

State

Zip

Phone: Daytime

Phone: Evening

E-mail

SSN (Last 4 Digits) or VSU Employee ID #

- Please do NOT send email newsletters with course announcements and updates.

Refund Policy: Unless otherwise stated in the course description, full refunds minus $5 or 5%, whichever is greater, will be given by contacting the Continuing Education office at 229.333.6484 at least three working days prior to the beginning of the program. No refunds will be given for cancellations less than three working days prior to the beginning of a class, but registrants may send a substitute. No partial refunds will be given for classes missed. For classes cancelled by Valdosta State University, registrants will be issued a full refund.

<table>
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TOTAL

Payment Type:

- CASH

- CHECK #
  (Make Payable to VSU Continuing Education)

- CREDIT CARD (MasterCard / VISA / Discover)
  (Organization - If paying for registration)

Card Holder

Print Name - Exactly as it appears on card

VIN

3 Extra Digits on Reverse

Billing Address

Same As Above? If Not, Print Address Here

Signature of Card Holder

Date

Card #

Exp. Date
Popular Courses & Certificate Programs - Online

No Time To Go To Class?
Discover why millions of students are making the switch to online learning. With online courses, you can study at your convenience in your preferred learning environment. Our courses and programs are highly engaging and relevant and our instructors are interactive and support you through the curriculum. Choose from our growing catalog of Instructor-Led Courses designed to teach you a new skill or refresh a current one.

6-Week Online Course Schedule:
MONTH START
February 2014 2 / 19
March 2014 3 / 19
April 2014 4 / 16
May 2014 5 / 21

Need more in-depth Study?
Try our Online Career Training Programs... Prepare for employment in some of today’s hottest careers with a comprehensive, affordable, and self-paced online Career Training Program. You can begin these programs at any time and learn at your own pace.

- One-on-One Instructor Assistance
- All Materials & Books are Included
- 24 / 7 Access
- Typical Program Takes 3-6 Months
  Extensions are available upon request, some may require additional fees.

Administrative Medical Specialist w/ Billing and Coding
300 Hours | $1,895

Administrative Professional with Microsoft Office 2010 Master
380 Hours | $1,895

Certified Alternative Dispute Resolution Certificate
240 Hours | $2,795

Certified Bookkeeper
120 Hours | $1,895

Cisco CCNA Certification Training
100 Hours | $1,895

Travel Agent Training
250 Hours | $1,695

Cisco CCNA Certification Training
150 Hours | $1,895

Entrepreneurship: Start-Up & Business Owner Management
360 Hours | $1,895

Lean Mastery
60 Hours | $1,795

Microsoft Office 2010 Master Certification Training
300 Hours | $1,595

Microsoft Web Developer UPDATED!
240 Hours | $1,895

Mobile & Desktop Web Developer
460 Hours | $2,795

Paralegal
300 Hours | $1,895

Pharmacy Technician
330 Hours | $1,895

For a Full Listing of Online Certificate & Career Training Programs visit: www.valdosta.edu/conted
Click on Certificate Programs

Hours and prices are subject to change.
Teacher Recertification

6-Week Online Instructor-Facilitated Classes:
These classes offer 2 PLUs each and cost $109. For an updated list of available classes and information on how to receive PLUs visit our website: www.valdosta.edu/conted and click on Teacher Recertification.

Some of our most popular classes are:
- The Creative Classroom
- Solving Classroom Discipline Problems
- Singapore Math Strategies
- Microsoft Excel in the Classroom
- Creating the Inclusive Classroom

6-Month Online Self-Paced Classes:
We are proud to offer 6-month self-paced courses in cooperation with our course vendor, VESi. You can choose how you want to take the course: ONLINE or via CD-ROM. If you select online, once your registration and payment are processed you will receive a confirmation email from the course vendor, VESi, with instructions for accessing your online classroom. If you select CD-ROM, the courseware, with instructions, will be delivered to your door. Remember, with the CD-ROM format you will need to complete the course on the same computer on which you initially install the software. Cost varies from $179 to $199 and the number of PLUs earned upon successful completion of the course is dependent on the course hours.

Some of the most popular classes are:
- Behavior is Language: 4 PLUs
- Teaching Diversity: 3 PLUs
- Harassment, Bullying & Cyber-Intimidation: 3 PLUs
- Teaching Math Conceptually: 3 PLUs

For Full Listing of PLU-approved classes visit: www.valdosta.edu/conted
Click on Teacher Recertification

TO RECEIVE PLU CREDIT:
A “Prior Approval” form will be sent to you upon registration. This form must be completed and signed by your superintendent or system designee and returned to VSU Continuing Education. It is your responsibility to make sure your school system will accept courses delivered via Computer Based Instruction (CD-ROM) or Online Instruction for PLU credit. If you are not currently teaching or employed in a school setting, there is a place for you to sign at the bottom of the form.

Upon completion you must submit the required assignments, assessments, and original course completion certificate as directed in your confirmation email. For self-paced VESi courses, mail, fax, or submit the certificate and evaluation form as instructed with your courseware package. Those taking instructor-paced courses should mail or fax the certificate generated upon submission of the final to VSU Continuing Education (fax 229.333.5397). Once verification of mastery for either course format is finalized, a “Completion Letter” will be sent to your superintendent or system designee and a copy will be sent to you for your records. If you are not currently teaching and signed the Prior Approval form for yourself, the original completion documents will be sent to you.
Genealogy Basics
Learn where to look, who to contact, & how to research an exciting and fascinating exploration of your roots.

Listen to Your Heart & Success Will Follow
Design a life that makes you happy by learning to express yourself and share your interests and talents.

Pleasures of Poetry
This course will help you create your best work, whether you’re looking to be published or to craft poems for friends.

Skills for Making Great Decisions
Learn how to make excellent everyday decisions from an experienced counselor and life coach.

Computers & Internet
Computer Skills for the Workplace
Keyboarding
Introduction to Windows 7 or 8
Achieving Top Search Engine Positions
Creating Web Pages
Advanced Web Pages
Designing Effective Websites
Introduction to ASP.NET
Dreamweaver CS5 or CS6
Introduction to Flash CS5 or CS6
Introduction to WordPress
Marketing your Business on the Internet
Web 2.0: Blogs, Wikis, and Podcasts
Acrobat 9 or X: Introduction
What’s New in Microsoft Office 2010
A+ Certification | $119
CompTIA Security+ Certification Prep: $119
CompTIA Network+ Certification Prep: $119
Networking - Introduction or Intermediate
Wireless Networking
PC Security: Introduction or Advanced
Introduction to PC Troubleshooting

Test Preparation & Refreshers
Ready for college or technical programs? Considering Graduate School?
GED® Preparation
SAT / ACT Prep
GRE Prep
GMAT Prep
LSAT Prep
Grammar Refresher
Math Refresher
Introduction to Algebra
Introduction to Biology
Introduction to Statistics
Introduction to Chemistry

Detailed course descriptions for these classes, as well as over 300 other online courses, are available on our website, www.valdosta.edu/conted. Click on Online Classes. See page 14 for details and starting dates. *Classes on this page $99 unless otherwise noted.
Health Care Certificate Programs

Health Care Certifications
Add to your credentials with our certificate programs for health care professionals offered in partnership with ed2go and accredited through ALLEGRA Learning Solutions*. Continuing Education certificates for these courses will be issued by ALLEGRA upon successful completion (80% or above) of each program module. General continuing education credit will be kept on file with VSU Continuing Education for 20 years.

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NEW

New courses and prices subject to change.

*ACCREDITATION: ALLEGRA Learning Solutions, LLC is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center’s Commission on Accreditation. Accreditation refers to recognition of continuing nursing education only and does not imply commission on Accreditation approval or endorsement of any commercial product. ALLEGRA Learning Solutions courses are acceptable for CE contact hours in all states. Provider approved by the California Board of Registered Nursing, Provider #CEP 14693, for the stated number of contact hours. California Board of Behavioral Sciences Provider Number PCE 1564. This course meets the qualifications for the stated hours of continuing education credit for MFCCs and/or LCSWs as required by the California Board of Behavioral Sciences. ALLEGRA Learning Solutions courses are approved for continuing education credit for diabetes educators. All ANCC accredited courses are acceptable for continuing education credit by the National Certification Board for Diabetes Educators (NCBDE).
Career Exploration & New Offerings

NEW COURSES!

• Advanced CSS3 and HTML5
• Explore a Career in Medical Writing
• Happy & Healthy Pregnancy
• Intermediate Dreamweaver CS6
• Introduction to Final Cut Pro X
• Introduction to InDesign CS6

• Introduction to JavaScript
• Introduction to LinkedIn Career Networking
• Introduction to Microsoft Excel 2013
• Introduction to Microsoft Publisher 2013
• Photoshop CC for the Digital Photographer
• Using Social Media in Business

Detailed course descriptions for these classes, as well as over 300 other online courses, are available on our website, www.valdosta.edu/conted. Click on Online Classes. See page 14 for details and starting dates. *Classes on this page $99 unless otherwise noted.

Career Exploration

• Become an Optical Assistant
• Become a Physical Therapy Aide
• Become a Veterinary Assistant
• Become a Veterinary Assistant II: Canine Reproduction
• Become a Veterinary Assistant III: Practical Skills
• Explore a Career as an Administrative Medical Assistant
• Explore a Career in a Dental Office
• Explore a Career in Medical Coding
• Explore a Career in Medical Transcription
• How to Get Started in Game Development
• Introduction to Interior Design
• Legal Nurse Consulting
• Explore a Career as a Paralegal
• Explore a Career as a Pharmacy Technician
• Secrets of the Caterer
• Start a Pet Sitting Business
• Wow! What a Great Event

6-WEEK ONLINE CLASSES $99 EACH
Instructor Mike Meeks is a financial advisor for Edward Jones and enjoys sharing his expertise with the community. He is the instructor for all 4 classes in the left column.

**Finance 101: Bring Balance to Your Budget**
Gain fundamental knowledge on financial topics that matter most to you. Find out how to sharpen your spending and saving strategy. Learn the basics of budgeting and the importance of managing credit & debt.

**Monday | March 24 | 6 - 7 PM | $15**

**Finance 101: A Woman’s Guide to Money Matters**
From a woman’s point of view, we will discuss paying for a child’s education expenses, and preparing for and living in retirement. Learn to help address your financial goals & create a plan.

**Monday | March 24 | 7:15 - 8:15 PM | $15**

**Personal Finance 102**
Find out how you can add flexibility to your financial strategy to help you handle unexpected events and to keep your plan on track. Explore how you can move toward your financial goals with 10 rules of the road to investing. These rules will help you learn the fundamental concepts of investing and potential strategies to help you build wealth.

**Thursday | April 3 | 6 - 8 PM | $25**

**Financial Fraud: What You Need to Know**
Financial fraud can strike anyone at any age. Fighting financial fraud starts with education and communication between family members and their financial professionals. Learn to recognize possible issues, prevent fraudulent activity, and protect yourself or a loved one if fraud occurs.

**Thursday | April 17 | 6 - 7:30 PM | $19**

**Personal Finance**
ONLINE*
$99 EACH

**Keys to Successful Money Management**
A certified financial planner shows you how wealthy people build their fortunes.

**Introduction to Stock Options**
Learn how stock options can protect your portfolio and help you profit in any type of market.

**Personal Finance**
Protect assets & learn to achieve your financial goals.

**Protect Your Money, Credit, & Identity**
Learn how to guard against scam artists, identity thieves, predatory lenders, and abusive debt collectors.

**Real Estate Investing**
Build and protect your wealth by investing in real estate.

**Real Estate Investing II: Financing Your Property**
Learn to make better decisions with sophisticated, easy-to-use worksheets for doing your own financial analysis.

**Stocks, Bonds, and Investing: Oh, My!**
Learn to make wise decisions so that you have enough money to live comfortably through your retirement.

**Where Does All My Money Go?**
Learn how to gain control of your money once and for all.

*See page 14 for details and starting dates.*


**Painting in Oils**

Oil paint, an incredibly forgiving medium, is easy to work with and lots of fun. Instructor Anna Waddell will teach you the basics of materials and techniques to create Alla Prima (wet on wet) style oil paintings. Basic drawing skills are helpful but not required. Please bring several sketches that you would like to turn into paintings.

(Supplies not included. A list will be mailed.)

5 Wednesdays | Feb. 26 - March 26
6 - 8:15 PM | $89
(After Feb. 19, $105)

**Draw with Pastels**

Pastel is a medium of pure pigment with many possibilities for creating beautiful works of art. The colors created by pastel drawing are brilliant. Explore a wide range of effects, from crisp lines and moody shadows to soft edges and feathery textures. Instructor Anna Waddell, lifelong artist and teacher, holds a Bachelor of Fine Arts in Painting. She enjoys motivating and encouraging adult beginners to explore their creativity through art.

(Supplies not included. A list will be mailed.)

5 Thursdays | April 3 - May 1
6 - 8:15 PM | $89
(After March 27, $105)

**Viking Knit Bracelet**

It’s like magic! Using one simple wire “stitch” around a dowel, create a flexible chain and fashion it into a bracelet. Tools & materials are provided. Students will receive a “VK Kit” to keep. Limit of 10 participants.

Instructor Lou Schneider owns Rosebud Jewelry and Crafts and has been designing and making bead and wirework jewelry for over 30 years. Lou’s motto is “there’s no such thing as too much jewelry!”

Monday | February 10
12 - 4 PM | $69

**Color Mixing in the Abstract**

Color is exciting and can express emotions from the fiery oranges and reds to the cool and calm greens and blues. Take your first step into art and create a unique abstract painting while learning to mix any color you can imagine using a simple palette of the three primary colors - red, blue, yellow - and white for tinting and shading. Supplies are included. Light afternoon refreshments will be provided.

Instructor Angie Faber earned her B.A. in Art Education from VSU and teaches art at Valdosta Middle School. Her favorite painting medium is watercolor and her favorite art style is pen and ink. Angie has taught art classes for our Camp Discovery and Learning in Retirement programs.

Saturday | March 15 | 12:30 - 4:30 PM | $69 (After March 7, $85)

**Watercolor Landscape**

Have you always wanted to try painting with soft, beautiful watercolors? Practice wash techniques, layering and mixing colors, and adding textures to create a beautiful landscape painting in one afternoon. You may follow your instructor’s color scheme or try a different combination for the sky. Add trees in silhouette, explore textures, and add other details to create your own work of art. Supplies are included. Light afternoon refreshments will be provided.

See Color Mixing in the Abstract for instructor information.

Saturday | May 3 | 12:30 - 4:30 PM | $69 (After April 25, $85)

**The Art of Origami**

The ancient Japanese art of origami has long fascinated both the young and old. Discover a piece of Japanese culture as you learn to make beautiful 3D origami flowers. These lovely flowers can be combined to make an ornament ball. Tools and materials provided.

Instructor Ai Kataoka is an outreach coordinator for Japan Foundation Center for Global Partnership and Laurasian Institute. Ai will spend the next two years introducing people to Japanese culture.

Monday | March 31 | 6 - 8 PM | $25 (After March 25, $35)

**Kirigami Creations**

Kirigami is the Japanese art of paper folding and cutting. Explore a unique part of Japanese culture as you learn the basics of folding washi (Japanese paper) and cutting patterns such as cherry blossoms, stars, and more complex figures to make a beautiful lamp shade. Tools and materials are provided. See The Art of Origami for instructor info.

Monday | April 7 | 6 - 8 PM | $25 (After March 31, $35)
NEW Raising Backyard Chickens
Thinking about raising chickens in your backyard? The reasons people want to grow birds vary - for eggs, meat, to enter in poultry shows, or just for pleasure. Whatever the reason, it is important that you have the basic information necessary to raise healthy and productive birds. Take your first step and learn about different breeds, housing, nutrition, health, and behavior of backyard flocks.

Instructor Dr. Claudia Dunkley is an Extension Poultry Scientist/Specialist in the Poultry Science Department of the University of Georgia’s College of Agricultural & Environmental Sciences.
Saturday | March 22 | 10 AM - 12 PM | $15 (After March 14, $25)

NEW Neo-metric Gardening
Explore what’s new in gardening for 2014. Gardens set in boxes and rectangles are out. Play with new shapes, dimensions, and broken lines. Go wild by incorporating wild plants and flowers. Say goodbye to neat, clean lines. Break up your garden into fractions and dimensions that explode with texture and color.

Instructor and VSU Horticulturalist Bobby Flowers, a Georgia Certified Landscape Professional, has over 30 years of experience in horticulture. Bobby's gardening passion is creating color beds.
Tuesday | March 4 | 6 - 7:30 PM | $15 (After Feb. 25, $25)

NEW Creative Container Gardening
Don’t let lack of ground space, poor soil, or other excuses keep you from enjoying the pleasures of gardening. Create special gardens for any situation with containers. Plants in pots are popping up everywhere - in window boxes, on rooftops, balconies and front porches, along streets and walkways. Learn to create and maintain a healthy and beautiful container garden for ornamentals and edible plants.

See Neo-metric Gardening for information about instructor.
Tuesday | March 18 | 6 - 7:30 PM | $15 (After March 11, $25)

NEW Glass Garden Art
Give your garden zip by thinking beyond plants and flowers! Add some beautiful garden art made from recycled glass vases, dishes, cups, bowls, and more to create sparkling garden totems, bird baths, and feeders. During the first session, learn what types of glass pieces work best for a variety of designs and begin planning your own design. Bring your glass pieces to the second session to learn to assemble them.

Instructors Carol Jennings and Madonna Terry are avid garden designers & members of our Learning in Retirement Program.

2 Thursdays | March 20 | 6 - 7 PM
March 27 | 6 - 7:30 PM
$25 (After March 13, $35)

Self-Discovery: Bringing a Message of Peace
Through discussions, fun quizzes, and short videos, explore your understanding of what personal peace means to you.
Instructor Julie Bowland is a Professor of Art and VSU’s Fine Arts Gallery Director. Julie has been practicing inner peace for 35 years and enjoys sharing a message of peace with anyone who is interested.
3 Thursdays | February 27 - March 13
6 - 8 PM | $29 (After Feb. 20, $39)
Current LIR Members | $10
Location: VSU Fine Arts Gallery

Massage for Two: Hands & Feet
Put your hectic life on pause and discover the joy of massage! Learn basic foot and hand massage techniques to help reduce stress and promote relaxation. Create wonderful, soothing experiences you will appreciate for years to come.
Instructor Gayle Primm is a Licensed Massage Therapist and Reiki Master.
Thursday | March 27
6 - 7:30 PM | $39 Per Couple
(After March 20, $55 Per Couple)
Belly Dance for Beginners

Looking for something new and exciting for fun or fitness? Belly dancing is the perfect class for you! No experience necessary. Learn the core movements, isolations, and basic traveling steps of this exotic art. Wear comfortable clothing. No sneakers or rubber-soled shoes; bare feet or socks recommended. Instructor Megan Slator, Senior Secretary in VSU’s Department of Math & Computer Science, has 15+ years of experience teaching belly dance.

6 Thursdays | March 6 - April 10 | 6 - 7 PM | $59 (After Feb. 27, $75)

African Dance

Explore your own natural rhythms through African dance. Feel energized and revitalized as you move arms, shoulders, chest, hips, and feet to the heartbeat of the drums. Beginners and all levels of dancers are welcome. Instructor Cheryl Powell, a school social worker in Lanier County and Zumba certified instructor, has taught a variety of dance, movement, and exercise classes for Continuing Education for over three years.

6 Tuesdays | April 15 - May 20 | 6:30 - 8 PM | $69 (After April 8, $75)

Zumba® Gold-Toning

Want to get in on the fun in a Zumba® dance aerobics class, but worried you won’t be able to keep up? No matter what your ability level or age, you can get your heart pumping without stressing joints and muscles. Zumba® Gold-Toning combines exciting Latin dance moves with hand weights to sculpt and tone your body while getting a great aerobic workout. Instructor Pat Hester holds certifications as a personal trainer, Zumba Gold, and Zumba Gold-Toning instructor.

6 Mondays & Wednesday | Feb. 17 - March 26 | 6:30 - 7:15 PM | $65 (After February 10, $85)

Ballroom 101

Learn the basics of Waltz and Swing in a fun and friendly atmosphere. Practice posture, leading, following, and basic dance patterns. Gain confidence to step out on the dance floor at parties, weddings, and other social events. Singles are welcome, but we can’t guarantee a partner for you. Instructor Janice Blanchard is a lifelong dancer. Janice teaches dance and is a member of USA Dance - Tallahassee.

6 Thursdays | April 17 - May 22 | 6:30 - 8 PM | $69 (After April 10, $85)

Bring A Friend Discount!
Two friends registering & paying together for Belly Dance for Beginners or African Dance receive $10 off the second registration.

Couples Discount!
Couples registering & paying together for Ballroom 101 receive $15 off the second registration.

Guitar for Beginners

For the aspiring guitarist with little or no experience, build a foundation of basic skills including tuning your guitar, finger placement, chords, strumming patterns, and several scales. Please bring your own guitar to class. Instructor Ted Johnson is an associate professor in VSU’s Department of Communication Sciences & Disorders has previously taught both private and group guitar lessons.

5 Wednesdays | Feb. 19 - March 26 (No Class March 19) | 6 - 7:30 PM | $69 (After February 12, $85)
The Pleasure of a Pint: A Guide to Beer Tasting
In the words of poet John Ciardi, “Fermentation and civilization are inseparable.” Join us for a celebration of craft beers and discover why all beers are not created equal. Learn about the role the beermaking process and ingredients have in forming the aromas and flavors of beer and how to taste and rate 8 different types of beer. Instructor Herb Fiester is an assistant professor in VSU’s Department of Curriculum, Leadership, & Technology. As Operations Manager for a chain of liquor stores, he became fascinated by regional beers and how they have evolved and enjoys sharing his passion through beer tastings. Class is limited to 15.

Wednesday | February 12 | 6 - 8 PM | $39 (After Feb. 5, $49)
Unitarian Universalist Fellowship Hall, 1951 E. Park Avenue, Valdosta

Homebrewing 101: Make Your Own Craft Beer
Discover skills and techniques to brew in your own kitchen. Explore how malt, hops, and yeast affect beer flavor and the difference between basic beer styles. Learn about the basic equipment and steps necessary to home brew “Crooked Beak Pale Ale.” Instructor Keith Warburg is VSU’s Social Media and Web Manager and the founder of South Georgia Homebrewers. Keith enjoys designing recipes, label and bottle making, and naming batches of beer. Each participant will take home a 6-pack. Class is limited to 8.

2 Saturdays | March 8 & 22 | 9 AM - 12 PM | $69 (After Feb. 28, $85)
9 AM - 11 AM on March 22

Japanese Onigiri & Makizushi
Sushi is made of cooked, vinegared rice combined with other ingredients and presented in many different forms. The one ingredient all sushi have in common is the vinegared rice. Onigiri (rice balls) is not a type of sushi; it is made with plain rice. Join us for an evening of fun as you learn about Japanese culture while making onigiri and makizushi.

Instructor Ai Kataoka is an outreach coordinator for Japan Foundation Center for Global Partnership and Laurasian Institute. Ai will spend the next two years introducing people across our state to Japanese culture. Class is limited to 14.

Monday | February 24 | 6 - 8:30 PM | $29 (After February 17, $39)

Register Early!

CLASSES MAY BE CANCELLED IF THERE IS NOT SUFFICIENT ENROLLMENT TO COVER COSTS

Let’s Talk Wine: Viva South America!
Wine and winemaking have a longer history in South America than anywhere else in the New World. Explore the flavor and style of wines from the two major wine regions of South America - Chile and Argentina. Enjoy a “tasting” while you learn about some key points of South American viticulture and vinification. Class is limited to 14.

Instructor John Magnasco, retired Professor of Communication Arts, has attended numerous wine institutes and programs in California, Virginia, Italy and Portugal and enjoys sharing his knowledge and love of wine.

Wednesdays | April 16
6 - 8:30 PM | $39 (After April 2, $39)
Unitarian Universalist Fellowship Hall, 1951 E. Park Avenue, Valdosta

Beginner’s Guide to Coffee Cupping
Explore coffees from three different countries and learn to “cup” each one to discover its unique aroma, flavor, acidity, and aftertaste. Share your observations and thoughts with your fellow adventurers and discover nuances in coffee you may have missed. Class is limited to 12.

Instructor Ellen Stevens, owner of The Beanery Roasting Company located here in Valdosta, enjoys sharing her love and knowledge of all things coffee.

The Beanery Roasting Co., Valdosta
Saturday | March 1 | 9 - 11 AM | $15 (After Feb. 21, $20) 1009 Williams St.
Food Safety Certification

Monday, March 3
9 AM - 6:30 PM | $179 (After Feb. 17, $219)

- One Day Training Session
- Class Concludes with Certification Exam
- Pass / Fail Results Available Immediately
- Textbook & Exam Materials Included