President’s Message

While some of our classes continue to be offered online this fall, Napa Valley College has added a number of in-person classes, both at our Upper Valley Campus in St. Helena and our main campus in Napa. We remain committed to offering high-quality academic and community education programs that will make it easier for you to complete your personal, educational and career goals.

This fall you will find a selection of not-for-credit courses taught by industry experts and designed to quickly deliver specific skills and knowledge to help advance personal or professional development.

In addition to classes that focus on life planning and creating a home-based business, you will find everything from harmonica to quilting, creative writing to printmaking, plus CPR, ESL and conversational Spanish. We also will continue our popular Food Enthusiast programs in person.

Our faculty, staff, and administrators are always available to assist you with your training and education through outstanding curriculum and student support services, and we are all dedicated to supporting you in your choice of Napa Valley College.

All the Best,

Dr. Ronald Kraft
President

Director’s Message

Our Community Education programs at the Upper Valley Campus and throughout Napa County support the lifelong learning goals of students of all ages and backgrounds.

As we strive to stay on top of the trends in technology, fitness, recreation and personal development, we continue to present a well-rounded core of classes in the arts, foreign languages, personal finance and much more. Our staff seeks out opportunities to provide a variety of educational and personal enrichment opportunities, and our schedule does just that. If we can be of any help, please do not hesitate to contact us. It is an honor and a privilege to serve the Napa County community.

Shawntel Ridgle
Director, Upper Valley Campus and Community Education
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**ONLINE LEARNING**

the solution for today’s busy adult

Convenient - Affordable - Effective

Take a course on topics ranging from A-Z Grant Writing, Photography, to Web Design and more all from the comfort of your home or office at times that are convenient for you.

Each course comes equipped with a knowledgable and caring instructor, lively discussions with your fellow students, and practical information that you can put to immediate use.

For more information visit our website!

www.ed2go.com/napa
UPPER VALLEY CAMPUS

The Upper Valley Campus (UVC) is a small and intimate, designated center of Napa Valley College, which is part of the California Community College system. UVC is situated on a beautiful 6.9-acre campus that serves the community of St. Helena and the greater Napa Valley by offering fee-based, noncredit and limited credit classes. The UVC also features the Napa Valley Cooking School’s Food & Wine Enthusiast program.

NAPA VALLEY COLLEGE COMMUNITY EDUCATION PROGRAM LEARNING STATEMENT

After attending a Napa Valley College Community Education class, students will be able to use the information received from the class for personal and/or professional development, including a better understanding and/or mastery of specific stated subjects and/or skills.

NAPA VALLEY COLLEGE

Mission

Napa Valley College prepares students for evolving roles in a diverse, dynamic, and interdependent world. The college is an accredited open-access, degree- and certificate-granting institution that is committed to student achievement through high-quality programs and services that are continuously evaluated and improved. The college serves students and the community in the following areas: transfer courses, career-technical education and training, basic skills, and self-supporting contract education and community education classes.

Approved by the Board of Trustees November 15, 2012

Values

Napa Valley College is a community of people excited about learning, where students are first and foremost in everything we do. We value, model, and encourage:

- student success
- responsibility
- inclusivity
- creativity
- respect for others
- openness to new ideas
- adaptability
- honesty
- health and wellness
- integrity

Approved by the Board of Trustees, November 13, 2008

Institutional Learning Outcomes

Students who receive a degree from Napa Valley College will demonstrate the following:

- Communication & Collaboration
- Critical Thinking & Information Competency
- Global Awareness & Civic Responsibility
- Personal Responsibility

Follow us on Instagram and Facebook!

napavalleycollege
@nvcollege
thenapavalleycookingschool
@napavalleycookingschool
online registration for community ed and noncredit

1. Go to www.napavalley.edu

2. Select WebAdvisor at the top of the page.

3. On the WebAdvisor page select the WebAdvisor button.

4. Scroll down and select the Continuing Education button. DO NOT LOGIN. The Continuing Education option allows you to register for these classes without logging in to WebAdvisor.

5. Then select “Register and Pay for Continuing Education Classes”.

6. If you know the 5-digit course number, enter only the number in the Course Code Number field, scroll to the bottom of the page and click “Submit”. DO NOT FILL IN ANY OTHER FIELDS
* If you don’t know the course number or would like to register for multiple classes, scroll to the bottom of the page and click “Submit”.

7. When you have found classes you want to register for, check the “Select Box” in the first column of the class list and then click “Submit” at the bottom of the page.

8. Complete the Personal Identification page information. At the bottom of the page, check the box “YOU MUST CERTIFY IN ORDER TO PROCEED...” and then click “Submit”.

9. You will be asked a couple of general questions before the Pay for Class page opens. On the Pay for Class page, click on the “Choose one of the following” dropdown and select “Register Now (Checkout)”.

10. When you are ready to pay for your classes, choose payment type from the dropdown and enter your payment information, then click “Pay Now”. No payment required for noncredit classes.
Napa Valley College offers noncredit classes and programs to provide students with access to a variety of courses at no cost in order to assist them in reaching their personal, academic and professional goals. Noncredit instruction serves as a key contributor to “open access” for students with diverse backgrounds. Textbooks and materials fees may apply.

**NONCREDIT (NO FEE): ESL**

<table>
<thead>
<tr>
<th>CLASS #</th>
<th>LOCATION</th>
<th>START DATE</th>
<th>END DATE</th>
<th>DAY/TIME</th>
<th>INSTRUCTOR</th>
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<tbody>
<tr>
<td>77246</td>
<td>Online</td>
<td>8/30/21</td>
<td>12/10/21</td>
<td>Mon/Wed</td>
<td>Ruston</td>
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<tr>
<td>77247</td>
<td>Online</td>
<td>8/27/21</td>
<td>12/18/21</td>
<td>Fri/Sat</td>
<td>Gardiner</td>
</tr>
</tbody>
</table>

**ENGLISH AS A SECOND LANGUAGE (ESL)**

This multi-level course is designed for students whose primary language is not English. The emphasis will be on understanding English both in conversation and writing.

**PREPARATION FOR COLLEGE ESL**

This course is designed for non-English-speaking students who are interested in eventually pursuing studies at a college level. This course will help to prepare students for Napa Valley College's credit ESL classes. The emphasis is on basic grammar and vocabulary which the students will need to begin to function in a college environment. Literacy in native language is recommended.

**ESL READ, WRITE, & GRAMMAR 1**

This course is the reading, writing, and grammar component of Level 1 of the ESL program. Students will study basic English reading, writing, and grammar skills. They will read short articles and texts and write short paragraphs using simple and compound sentences in English.

**ESL COMMUNICATION 1**

This course is the listening/speaking component of Level 1 of the ESL Program. Students will engage in low-intermediate level comprehension skills from a range of essential points & details in spoken English. Students will build on communication skills with short conversations about familiar and unfamiliar topics & contexts, listening comprehension, vocabulary skills, pronunciation & overall fluency.
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<tr>
<th>CLASS #</th>
<th>LOCATION</th>
<th>START DATE</th>
<th>END DATE</th>
<th>DAY/TIME</th>
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<tr>
<td>77249</td>
<td>Online</td>
<td>8/23/21</td>
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<td>Tue/Thu 5:00-7:00pm</td>
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<td><strong>ESL COMMUNICATION 2</strong></td>
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<td>This course is the listening/speaking component of Level 2 of the ESL Program. Students will engage in a high-intermediate comprehension of a range of essential points and details in spoken English. Students will build on communication skills with extended conversations, classroom discussions and oral presentation skills on a variety of subjects.</td>
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<td>Online</td>
<td>8/13/21</td>
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<td>Mon/Wed 9:30-11:20am</td>
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<td><strong>ESL READ, WRITE, &amp; GRAMMAR 1</strong></td>
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<td>This course is the reading, writing, and grammar component of Level 1 of the ESL program. Students will study basic English reading, writing, and grammar skills. They will read short articles and texts and write short paragraphs using simple and compound sentences in English.</td>
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<td>76478</td>
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<td><strong>ESL READ, WRITE, &amp; GRAMMAR 2</strong></td>
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<td>This course is the reading, writing and grammar component of level 2 of the ESL program. Students will build on basic reading, writing, and grammar skills of Level 1, learning to write simple narrative, descriptive, and expository paragraphs and short compositions, using present, past, and future tenses, and simple, compound, and complex sentences. They will learn to revise and edit their writing as well as improve reading skills such as reading comprehension and speed, vocabulary development (including vocabulary in context), summarizing written material, and overall language fluency.</td>
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<td>Mon/Wed 6:00-8:00pm</td>
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<td>77420</td>
<td>Pacific Union College, Angwin</td>
<td>9/27/21</td>
<td>12/16/21</td>
<td>Mon/Tue/Wed/Thu 7:00-9:05pm</td>
<td>Lab</td>
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<td></td>
<td><strong>ESL READ, WRITE, &amp; GRAMMAR 3</strong></td>
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<td>This course is Level 3 of the college ESL program focusing on the integration of the major language learning components, including reading, writing, and grammar. Students will build on the major components of ESL Reading, Writing, and Grammar 2, reading full-length works of fiction and/or nonfiction and continuing to improve and expand reading comprehension, vocabulary skills, and overall written fluency by revising paragraphs and short narrative and descriptive compositions with clear introductions, support and conclusions. Grammar will include review of all simple and progressive verb tenses and the construction of compound and complex sentences.</td>
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<td>Tue/Thu 6:00-8:00pm</td>
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<td></td>
<td><strong>ESL READ, WRITE, &amp; GRAMMAR 4</strong></td>
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<td>This course is Level 4 of the college ESL program focusing on the integration of the major language learning components, including reading, writing, and grammar. Students will build on the major components of ESL Reading, Writing, and Grammar 3, reading full-length works of fiction and/or nonfiction &amp; continuing to improve &amp; expand reading comprehension, vocabulary skills, overall written fluency. They will write, revise, and edit paragraphs and short essays, summarize and respond to selected readings, and improve their ability to identify and correct common errors of in grammar and syntax.</td>
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**NONCREDIT: ENGLISH AS A SECOND LANGUAGE (ESL)**
### Mindful Singing for Older Adults #75429
This class will provide an opportunity to experience and participate in a music setting through singing and playing rhythm instruments. No previous musical experience necessary. Class will also meet online.

**Aug 13-Dec 18**  
Tue, 6:00-8:00pm  
Main Campus, Room 149  
Howell  
($35 materials fee due at time of registration)

### Vocal Express for Older Adults #76516
This non-credit course provides older adults with the opportunity to expand their knowledge of solo singing through the study of various musical genres, vocal techniques, and singing repertoire. Class will also meet online.

**Aug 30-Dec 18**  
Wed, 3:30-4:30pm  
Main Campus, Room 148  
Howell

### Instrumental Ensemble for Seasoned Musicians #77413
This class provides an opportunity for mature adults to participate in a music ensemble setting by playing musical instruments.

**Aug 26-Dec 18**  
Thu, 6:00-8:50pm  
Main Campus, Room TBD  
Estabrook

---

**Looking for a team building activity or a unique way to gather with family and friends?**

**How about a Private Cooking Class at the Napa Valley Cooking School.**

*Our chefs will work with you to design a special menu that features your favorite “wish I could cook that” items. Then, you and your party show up for a hands-on class taught by one of our talented chefs. You’ll cook and then sit down to enjoy a meal together - something perfect for this holiday season or any time of the year.*

*Please contact elena.sirignano@napavalley.edu for pricing and menu options*
FOOD AND WINE ENTHUSIAST PROGRAM

This semester, we will continue to offer a series of in-person Food Enthusiast classes with limited enrollment.

If you see a class you’re interested in we recommend you sign up quickly. Of course your health and safety is important, so depending on circumstances a class may need to be cancelled due to any changing Covid 19 situation at class time.

Napa Valley Cooking School Instructors

Pat Burke
Pat Burke is a Napa resident with a long career of Nationwide BBQ awards to his honor. Born in Oakland, CA, he learned to enjoy BBQ at an early age. Fascinated with its history and many styles, he began cooking competitively in the professional BBQ circuit in 2001. His love for cooking brought him to share his passion at the Food and Wine Enthusiast Program at Napa Valley College in 2017. Pat has also been a Chef for the Oakland Raiders football team during their NFL training camp at the Napa Valley Marriott.

Roline Casper
Owner of Roline’s Uniquely Filipino restaurant since 2009, Roline graduated valedictorian from the Napa Valley Cooking School in St. Helena. Her mission is “To Educate & To Promote Filipino Culture Through Our Food”. Her first book, “The Easy Filipino Cookbook: 100 Classics Made Simple”, which was released in March 2020, was a #1 New Release on Amazon. The dishes that she creates are reminiscent of her travels around the world and inspired by those she met along the way.

Toni Chiappetta
Toni was raised in Ct. by parents who worked in the food industry and has worked in restaurants mainly on the east coast before coming to Napa. She studied music in Boston before attending culinary school at the Cambridge School of Culinary Arts and an intensive 6 week study with Albert Kumin. She was a pastry chef at Table 29 and Bistro Don Giovanni before striking out on her own with Sweetie Pies Bakery in 1994. The bakery started as a small operation in rented kitchen space before moving to its current location in Sept of 2000.

Traci Dutton
Traci Dutton is a beverage, food and hospitality expert based in the Napa Valley. With over 20 years of tenure as a sommelier, consumer and professional educator, and beverage specialist at the Culinary Institute of America’s California Campus, she has continued to build relationships in all areas of the industry, create and track trends & shifting tastes, and hone the service & hospitality skills that are the foundation of her work ethic. Today Traci continues her work with the CIA while consulting, writing and running her own vintage cookery & libations store, Heirloom Variety, located in Calistoga.

Greg Miraglia
Greg Miraglia is a longtime educator and food/restaurant blogger who brings his many years of culinary expertise and passion to the Napa Valley Cooking School gained from his time as a cook for the Napa Valley Wine Train and in the NV Cooking School Professional Chef Program. In addition his work in the culinary arts, Greg is also a radio program host and producer on Outbeat Radio, a weekly LGBT program on KRCB Radio.
Chef Savanna Petri

After completing her Associates degree from the CIA (Greystone) in St. Helena, Chef Savanna worked at Peju Province Winery in Rutherford as Estate Sous Chef, where she mastered the art of food and wine pairing through a variety of vineyard events and on-site cooking classes. A dedication to both the culinary arts and public service lead her to teach at CIA Copia and the Napa Valley Cooking School, combining her real world culinary experience at Elaine Bell Catering and Thomas Keller’s Bouchon Bistro with her eight years of service in the US Air Force.

Chef Elena Sirignano

With over 25 years in the industry as a chef, sommelier, culinary instructor, bean-to-bar chocolate maker, manager, and specialty foods entrepreneur on both the East Coast and in the Napa Valley, Chef Elena has been part of the Napa Valley restaurant scene since 1992, where she has worked with Thomas Keller as a member of the original French Laundry kitchen team and has been part of both front and back of the house operations at Bistro Don Giovanni, Pat Kuleto’s Martini House, Bouchon, and Bouchon Bakery. An experienced culinary instructor, Chef Elena has taught at Delaware Technical & Community College and the Culinary Institute of America Greystone and COPIA. She is the founder/owner of Mayacama Chocolate.

Country French Food & Wine #77456

Take a mini trip to France in this fun two-in-one class that features both cooking demonstrations and wine tasting! Chef Savannah will share her favorite tips, tricks and recipes, from rustic to refined, so you can enjoy warm, inviting dishes with a little ooh-la-la. Wine expert, Traci, will guide you through wines from lesser known regions and grapes so you can expand your appreciation of the small vineyards and traditional families that help make every day in France a day for wine. By the end of our class, you’ll feel like you’re a natif de français! Pre-registration required.

Demo-Tasting
Fri, Sep 24, 6:00-8:30pm
Upper Valley Campus, Belle Rhodes Teaching Kitchen, St Helena
Petri & Dutton
$95

Scones and Muffins #77457

Don’t ever buy a boxed muffin mix again! Learn to make scones and muffins, savory and sweet, for your next brunch or holiday meal. There is nothing better than a freshly baked scone with a cup of freshly brewed coffee. Get ready to host your next Tea and be the star of the show! Pre-registration required.

Hands-on
Sat, Sep 25, 9:00am to Noon
Upper Valley Campus, Belle Rhodes Teaching Kitchen, St Helena
Miraglia
$85

Please note the Napa Valley College refund policy:

Refund Policy: Requests for a refund on a fee-based class not canceled by the college must be made at least five (5) working days prior to the beginning of the class. No refunds can be made on requests made after that date. A $5 per person processing fee will be retained on all refunds unless the class is canceled or meeting times are changed by the college.
### French Cheeses & Wine to Pair

Fromage extraordinaire! While we know that great cheese can come from all over the world, what other country has nearly 250 classified, regulated and protected by law? In this tasting class we will learn “the eight families of cheese,” sample examples, learn how to select, store and serve, and discover your favorite way to pair French wines with the cheeses you love. Beret is optional. **Pre-registration required.**

**Demo-Tasting**  
Fri, Oct 1, 6:00-8:00pm  
Upper Valley Campus, Belle Rhodes Teaching Kitchen and Rm 9, St Helena  
Dutton  
$75

### Coastal Shellfish: Raw, Roasted, and Steamed

This Demo-Tasting class, made possible by our friends at Osprey Seafood, will explore Oysters, Clams and Mussels of the East and West Coasts of North America. You’ll learn the fine nuances in flavor and shell shape of oysters. You’ll get to taste old-school Mid-Atlantic Style baked clams, as well as learn the diverse ways to steam and enjoy mussels. Will be accompanied by Napa Valley College Sauvignon Blanc. **Pre-registration required.**

**Demo-Tasting**  
Sat, Oct 9, Noon to 2:00pm  
Upper Valley Campus, Belle Rhodes Teaching Kitchen, St Helena  
Sirignano  
$95

### Flavorful Fun with Free: Gluten Free & Vegan Desserts

Vegan and gluten free desserts can be as luscious and gratifying as their original counterparts. Many non-GF and Vegans who’ve tasted these preparations will tell you that they didn’t know there was a difference. Come learn how to make these versatile desserts! **Pre-registration required.**

**Hands-on**  
Sat, Oct 16, 10:00am-1:00pm  
Upper Valley Campus, Belle Rhodes Teaching Kitchen, St Helena  
Chiapetta  
$95

### Get Ready For Thanksgiving

Whether your Thanksgiving Dinner this year is big or small, come and learn some new dishes and some proven techniques to make your traditions even better. Learn a make-ahead gravy, perfect mashed potatoes, and some non-traditional stuffing and the perfect mac’n cheese. After you cook your dish, everyone will sit down to a Thanksgiving feast. **Pre-registration required.**

**Hands-on**  
Sat, Oct 30, 5:00pm-8:00pm  
Upper Valley Campus, Belle Rhodes Teaching Kitchen, St Helena  
Miraglia & Sirignano  
$95

Register Online 24/7  
Directions on Page 3
Three Essential Techniques for Making Delicious Cocktails   #77461

While there are so many ways to make cocktails and so many people creating these delicious libations, each one with their own “twist” on the drink, there are three techniques to be mastered that will prepare you to make thousands of different cocktails. Shaking, stirring and muddling will be covered in this class step by step the way the best mixologists do it. We’ll cover other key secrets such as: What is good ice? Does fruit really need to be fresh? How many bitters are too many bitters? And more! Pre-registration required.

Demo-Tasting
Fri, Nov 5, 6:00-8:00pm
Upper Valley Campus, Belle Rhodes Teaching Kitchen & Rm 9, St Helena
Dutton
$65

Sweetie Pies Seasonal Pies with Toni Chiapetta   #77462

Getting ready to reconnect with friends and family for the Holidays? Then don’t miss this opportunity to learn from one of the most beloved bakers in the Napa Valley, founder and owner of Sweetie Pies in Napa, Pastry Chef Toni Chiapetta. She will guide you through her time tested secrets of making the perfect pie crust and much more. These will be the scrumptious “pies” de resistance of your upcoming winter holiday celebrations. Pre-registration required.

Hands-on
Sat, Nov 6, 10:00am-1:00pm
Upper Valley Campus, Belle Rhodes Teaching Kitchen, St Helena
Chiapetta
$95

More Filipino & Southeast Asian with Roline   #77463

If you’ve had fun with Roline before or you missed her previous classes, then here is another chance. Come learn how to make sweet & savory dishes like Leche Flan, Pancit Canton noodles, Lumpia & Sisig. These dishes will liven up your next gathering or just be the new, fun dishes you prepare at home on the weekend! Pre-registration required.

Hands-on
Fri, Nov 12, 5:30-8:30pm
Upper Valley Campus, Belle Rhodes Teaching Kitchen, St Helena
Casper
$95

Wine Tasting: Back to Basics   #77464

When you listen to an expert talk about wine do you ever think, “Are they making this up? What the heck are they talking about? Am I just bad at this?” Well, we believe that almost anyone can be a good wine taster with a little guidance and lots of practice. In this tasting class we will learn to identify the basic building blocks of wine and describe their level of intensity, discuss ways to harness your experiences to build a vocabulary for aromas and flavors, and most important, give you a clear way to describe the wines you like and a kind way to describe the wines that you don’t like. You will find your voice when talking about wine and never again say, “I don’t know anything about wine!” Pre-registration required.

Hands-on
Fri, Dec 3, 6:00-8:30pm
Upper Valley Campus, Belle Rhodes Teaching Kitchen and Rm 9, St Helena
Dutton
$45
ARTS AND CRAFTS

Painting Fixer Upper  #77448

Why should HGTV have all the fun of taking something old and vacated and turning it into something beautiful? In this 4-week class we will take the old, overworked, underdeveloped and experimental paintings that you have been hiding and give them a makeover. Just like building the perfect home, painting is about creating a strong foundation with the elements of art, identifying what works and what went wrong and understanding who you are as an artist. This is perfect for a group session, where there are multiple kinds of painting problems to solve. Class format includes review of the paintings, demo and in-class painting.

Sep 8-Sep 29
Wed, 9:30am-1:00pm
Upper Valley Campus, St. Helena
Willis, Room 8
$250

One Day Printmaking: Experimental Monotype

See what Degas loved about this accessible printmaking process in this one, two or three-session printmaking class. It is a great time to get back into the light filled art studio at the Upper Valley campus. We will explore a painterly additive process, an abstract subtractive approach and use photo and organic material as resource. For beginner and experienced printmakers who are looking to create a small series of unique prints and have access to the Takach press. Leave with a collection of prints suitable for framing.

Six people max. A $25 materials fee due to instructor first class which includes all inks, most paper, and other supplies for the class.

#77465    #77466    #77467
Aug 14,     Sep 18     Oct 9
Sat, 9:30am-2:00pm   Sat, 9:30am-2:00pm   Sat, 9:30am-2:00pm
UVC, St. Helena   UVC, St. Helena   UVC, St. Helena
Willis, Rm 8     Willis, Rm 8     Willis, Rm 8
$135     $135    $135

Sign up for All 3 for $325
#77449
Aug 14, Sep 18, and Oct 9
Sat, 9:30am-2:00pm
UVC, St. Helena
Willis, Rm 8
$325

Classical Approach to Portrait Painting

Each Portrait will take approximately three sessions: We will work from a photo reference and learn how to decipher the structure of the head, including proportions and individual features. We will start with an underpainting during the first session, noting the value pattern and form. The subsequent sessions will be a process of adding color. We will learn how to make flesh tones using a limited palette, and a variety of proven techniques to ensure a likeness. The preferred medium is oil paint, either regular or water-soluble.

Refund Policy: Requests for a refund on a fee-based class not canceled by the college must be made at least five (5) working days prior to the start of the class.

Register Online 24/7
Directions on Page 3
Handouts will be provided as well. Feel free to contact the instructor with any questions: deirdres665@gmail.com. Materials Fee: Please contact instructor for Supply List at deirdres665@gmail.com

Pre-registration is required.

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<tr>
<th>#77468</th>
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<tr>
<td>Sep 14-Oct 19</td>
<td>Nov 2-Dec 14</td>
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<td>Tue, 5:30-7:45pm</td>
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<tr>
<td>Upper Valley Campus, St. Helena</td>
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**SEWING AND UPHOLSTERY**

**Quilters’ Workshop #77470**

Interested in joining a community of quilters this summer? Want to start a quilting project as a beginner but unsure of how to go about it? Need some extra help in realizing or finishing a current quilting project? Bring your own materials, tools, patterns, and interest to this low key weekly gathering of local quilters in our beautiful light-filled Art Room in St. Helena and work together under the guidance of experienced quilter and St Helena native Julie Bolander.

Pre-registration is required.

Aug 16-Dec 13

Mon, 12:30-5:00pm

Upper Valley Campus, St. Helena

Bolander, Room 8

$51

**Beginning Upholstery and Beyond #77471**

In this class you will discover a craft that will enable you to bring some of your favorite pieces of furniture into this century and to move beyond the basics and take on more challenging projects. Learn fabric layout for cutting, how to use power sewing equipment and hand tools for basic furniture and automobile upholstery. In addition to learning a new skill, students receive first-hand knowledge on possibly taking these skills and earning some extra cash. Experienced Instructor, Robert Peck, will discuss projects at the first class and work with you to realize your project goals. (Bring pictures of proposed projects to the first class for instructor review.) A $30 materials fee due to instructor first class.

Pre-registration is required.

Nov 3-Dec 15 (no class 11/24)

Wed, 6:00-9:00pm

Upper Valley Campus, St Helena

Peck, Room 8

$120

**OUTDOORS**

**Birding in Napa County #77472**

In late September many of the birds that winter in Napa are arriving from their northern breeding grounds, and birds that summer here continue to depart for the tropics. The county is blessed with a variety of easily accessible terrestrial and aquatic habitats where songbirds, waterfowl, raptors and shorebirds congregate during migration. In order to see a diversity of species, we will visit distinctly different habitats during each field trip: Lake Hennessey, Napa River Ecological Reserve, the American Canyon Wetlands—or wherever the dynamics of the season dictate. The field trips will involve a walk of 0.5-2.0 miles round trip. Terrain is level over gravel roads or well-worn footpaths. Bring binoculars and your favorite field guide. (Check weather forecast for appropriate dress.) Instructor Murray Berner is the co-author of the “Breeding Birds of Napa County.”
Students are to email the instructor before the first day of class for more information at vireocity@hotmail.com.

Pre-registration is required
Sep 27-Oct 18
Mon, 8:30am-12:00pm
Upper Valley Campus, St. Helena and Various Locations
Berner
$100

**WRITING**

**Creative Writing Workshop (Online) #77473**

Become part of a group of writers who come together to read and discuss work for revision. The focus is on excellence as students prepare their manuscripts for a reading audience. All genres are welcome. This on-going group welcomes new participants in its inspiring and supportive workshop-style atmosphere. Many participants are now publishing and placing in contests. Everyone agrees that this is a fun class for writers serious about their work.

*To participate in this class, after registration send an email to the instructor at danarodneybiz@gmail.com. Your instructor will send you information on how to access the class.*

Pre-registration is required.
Aug 14-Dec 11
Sat, 3:00-4:30pm
Online
Rodney
$89

**Introduction to Screenwriting for Television or Movies (Online) #77474**

In this comprehensive session, you will learn about special screenwriting terms and formats for television and the big screen. You will also learn how to plot a story, develop characters, and execute your work in the proper screenwriting format. You will discover the difference between a Treatment, a Spec Script and a Shooting Script and when to do each. And, you’ll get an inside look into the business of selling your script to agents and producers. The instructor is a journalist, author, screenwriter, agent, publisher, and adjunct online Professor of Publishing for Harvard.

*To participate in this class, after registration send an email to uvc_sthelena@napavalley.edu. Your instructor will send you information on how to access the class.*

Pre-registration is required.
Oct 19
Tue, 6:00-7:00 pm
Online
Krusemark
$35 (Class fee includes materials fee)

**Beginner’s Guide to Getting Published (Online) #77475**

If your goal is to become a published freelance writer by selling a magazine article, short story, poem, or even a novel to a traditional publisher, this comprehensive workshop will guide you to, then past the editor’s desk. You will discover how to:

- become a “published” writer overnight
- submit manuscripts the correct way
- write irresistible query letters
- determine when and how to get an agent and find the right publisher for your work
- 100 ways to make money as a freelance writer
If you really want to succeed, this step-by-step workshop is a must!
To participate in this class, after registration send an email to uvc_sthelena@napavalley.edu. Your instructor will send you information on how to access the class.
Pre-registration is required.
Oct 19
Tue, 7:00-9:00 pm
Online
Krusemark
$55 (Class fee includes materials fee)

Explore 50 Different Self-Publishing Options (Online)  #77476
Self-Publishing is all the rage, but is it the best option for YOU? (Participants must attend “Beginner’s Guide to Getting Published”) And, can you do both? You will discover the pros and cons of all the self-publishing options, including print-on-demand and e-book publishing, as well as Amazon options. You will leave with a rated description of 50 self-publishing companies.
To participate in this class, after registration send an email to uvc_sthelena@napavalley.edu. Your instructor will send you information on how to access the class.
Pre-registration is required. (Note: prerequisite requirement: Beginner’s Guide to Getting Published)
Oct 19
Tue, 9:00-10:00 pm
Online
Krusemark
$35 (Class fee includes materials fee)

LANGUAGES

CONVERSATIONAL SPANISH – ADVANCED BEGINNING (ONLINE)  #77478
This 13 week course provides practice in conversation at the advanced beginning level. It is a continuation of the beginning level class that started in the spring semester. The text is Practical Spanish Grammar by Marcial Prado. The class will start with Lesson Six. In order to participate in this class, after you complete your registration send an email to the instructor at Rustfamvin@aol.com. Your instructor will send you information on how to access the class.
To participate in this class, after you complete your registration send an email to the instructor at Rustfamvin@aol.com. Your instructor will send you information on how to access the class.
Pre-registration is required.
Aug 26-Nov 18
Thu, 4:00 to 5:30pm
Online
Ruston
$120

CONVERSATIONAL SPANISH - ADVANCED (ONLINE WITH 3 POSSIBLE IN-CLASS MEETINGS)  #77479
This 13 week course provides practice in conversational Spanish at the advanced level. The aim is to increase fluency and acquire vocabulary. We will read and discuss “Más allá de mí” by Francisco Jimenez. (“Reaching Out” in English) and study selected topics of grammar. The class will mainly be taught on
To participate in this class, after you complete your registration send an email to the instructor at Rustfamvin@aol.com. Your instructor will send you information on how to access the class. Pre-registration is required.

### AUG 24-NOV 16

**Tue, 4:00 to 5:30pm**

**Online**

Ruston

$120

#### MUSIC

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<tr>
<th>Course</th>
<th>Description</th>
<th>Registration Code</th>
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<tr>
<td><strong>Beginning Blues Harmonica</strong></td>
<td>Got the “Blues?” Beginning Blues Harmonica will get you jammin’ immediately! Our emphasis will be on playing and having fun as you are introduced to many of the tricks and techniques to make the harmonica “cry, laugh, wail, and scream!” No previous musical experience or harmonica training is required, only a love of the blues and desire to play the harmonica! Students will need a major diatonic harmonica in the key of “C,” available in class for $11 if you don’t have one. There will be a $15 materials fee to be paid to the instructor on the day of the class that covers CDs and handouts. <strong>Pre-registration is required.</strong></td>
<td>#77480</td>
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<td><strong>Healthy Harmonica</strong></td>
<td>We will play the simplest of pop, folk, and blues rhythms and melodies and invigorate them with simple but powerful breathing techniques to make any song deeply expressive. Breathing is our foundation when playing harmonica and for a healthy, vibrant living! No previous musical ability is required—only a desire to have fun and feel more healthy and alive! Students will need a major diatonic harmonica in the key of “C,” available in class for $11 if you don’t have one. There will be a $15 materials fee to be paid to the instructor on the day of the class that covers CDs and handouts. <strong>Pre-registration is required.</strong></td>
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<tr>
<td><strong>Harmonica Combo—Healthy Harmonica &amp; Beginning Blues Harmonica</strong></td>
<td>Interested in Healthy and Beginning Blues classes? Sign up for both classes. Students will need a major diatonic harmonica in the key of “C,” available in class for $11 if you don’t have one. There will be a $15 materials fee to be paid to the instructor on the day of the class that covers CDs and handouts. <strong>Pre-registration is required.</strong></td>
<td>#77482</td>
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| **Oct 27** | **Wed, 7:45-9:15 pm** | **Main Campus, Napa**
Broida, Room 830

$35 |

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| **Oct 27** | **Wed, 6:00-7:30 pm** | **Main Campus, Napa**
Broida, Room 830

$35 |

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| **Oct 27** | **Wed, 6:00-9:15 pm** | **Main Campus, Napa**
Broida, Room 830

$50 |
WELLNESS

PLAN YOUR ROADMAP TO OPTIMAL HEALTH

In this series of six online classes you will be given the tools to develop a roadmap to a healthy lifestyle. You’ll study basic nutrition & ways to boost immunity, create healthy habits, learn secrets to longevity, & explore ways to add more vegetables to your diet. Take 1 class or sign up for all six for a discount.

Wellness for the Win! A SIX-CLASS SERIES (Online)  #77483

Sign up for all six classes happening from August to September for a discount. See description of each class below.

To participate in this class, after you complete your registration send an email to the instructor at sarahgcoach4life@gmail.com. You will be sent information on how to access the class.

Pre-registration is required.

Aug 1-Sep 22
Wed, 7:00pm-8:30pm
Online
Goff
$170

Easy Nutrition (Online)  #77484

Be empowered to transform your life through food. Learn basic nutritional terms and how the pieces all fit together. Understand how to decrease inflammation and give your body everything it needs to fight disease. Learn how your gut health is directly responsible for your overall health. Things like seasonal allergies, asthma, food sensitivities, skin irritations, IBS, mood swings, and many other conditions could be a few easy steps away from being healed.

To participate in this class, after you complete your registration send an email to the instructor at sarahgcoach4life@gmail.com. You will be sent information on how to access the class.

Pre-registration is required

Aug 18
Wed, 7:00-8:30pm
Online
Goff
$30

Decoding Your Craving (Online)  #77485

Learn why we get cravings, how to interpret them, and what to do about them! Why do we sometimes start and then can’t stop eating? How might we actually be creating our own cravings and why sugar makes us fat? You will leave feeling empowered with the tools to transform those cravings so that you can walk the path toward wellness! You will receive proven solutions to help move you out of the craving vortex into a healthier version of you!

To participate in this class, after you complete your registration send an email to the instructor at sarahgcoach4life@gmail.com. You will be sent information on how to access the class.

Pre-registration is required

Aug 25
Wed, 7:00-8:30pm
Online
Goff
$30

Please check your class description for email instructions
SMART Goals for Health Success (Online)  #77486

Learning to set SMART goals for your health is the key to your success. Too often we are looking at the big picture without considering how we will get there. In this WORKSHOP you will be provided with the tools to set your own SMART health goals during class and receive feedback. Learn why setting smaller, well defined goals will be your best path to health success!

To participate in this class, after you complete your registration send an email to the instructor at sarahgcoach4life@gmail.com. You will be sent information on how to access the class.

Pre-registration is required
Sep 1
Wed, 7:00-8:30pm
Online
Goff
$30

Healthy Habits for Healthier Life (Online)  #77487

We all know what to do, so why don’t we do it? Understand the brain reward system and learn proven, effective steps to following through in a way that you never thought possible. Uncover what you truly desire and how to create a healthy habit that will last a lifetime! Learn my proven system to up level your current routine so you can move towards better health in a way that’s easy and rewarding. Create a personal roadmap to navigate your own path to wellness!

To participate in this class, after you complete your registration send an email to the instructor at sarahgcoach4life@gmail.com. You will be sent information on how to access the class.

Pre-registration is required
Sep 8
Wed, 7:00-8:30pm
Online
Goff
$30

Secrets to Longevity and Vitality (Online)  #77488

Explore how communities from around the world live longer with significantly less disease. Learn how to adapt these secrets into your daily routine & add healthy years to your life while reducing disease in your body. Redefine your personal theory of exercise and understand why more cardio is not always the answer.

To participate in this class, after you complete your registration send an email to the instructor at sarahgcoach4life@gmail.com. You will be sent information on how to access the class.

Pre-registration is required
Sep 15
Wed, 7:00-8:30pm
Online
Goff
$30

Flip Your Plate to Plant Based (Online)  #77489

Health advice can be totally confusing but, the one thing that every expert agrees on is that we need more plants in our diet. Understand different preparation methods and techniques for vegetables. Learn

Refund Policy: Requests for a refund on a fee-based class not canceled by the college must be made at least five (5) working days prior to the start of the class.
to use the 5 areas of taste to easily build flavorful meals. Flip your plate to make plants the center of attention and meat and dairy the supporting actors.

To participate in this class, after you complete your registration send an email to the instructor at sarahgcoach4life@gmail.com. You will be sent information on how to access the class.

Pre-registration is required
Sep 22
Wed, 7:00-8:30pm
Online
Goff
$30

LIFE PLANNING

Reverse Mortgage 101 (Online) #77490
Reverse mortgages were created for homeowners age 62+ who would like to utilize a portion of their home equity to increase their income and cash flow without having a required monthly repayment. There is a lot of misinformation in the past surrounding reverse mortgages and this course will clear all of that up and give you the real facts on how these improved and modernized loans now work. They are HUD/FHA government insured loans with numerous consumer safeguards added. You will learn the best way to maximize their benefits, the pros and cons, eligibility, options on how to receive your money, and how a reverse mortgage can enhance living on a fixed income.

To participate in this class, after you complete your registration send an email to the instructor at maureen.schwartz@yahoo.com. Your instructor will send you information on how to access the class. Upon completion of the class, handouts will be sent to you via email.

Pre-registration is required
Nov 2
Tues, 12:30-4:30pm
Online
Schwartz
$30

Essential Documents in a Time of Crisis (Online) #77497
Prepare for the future, protect your family’s finances, and save hundreds of dollars in legal fees. Students will spend six hours with an attorney who is experienced in preparing these four critical documents, and get step by step instructions to complete them by the end of class! This class will make difficult decisions easier on you and your family. Your instructor will discuss the following essential documents in detail, and cover how this will help your family, how to get started, what to include, where to file, legal requirements, do’s and don’ts, and other important considerations.

- Revocable Trust
- California Healthcare Directive
- Durable Power of Attorney
- California Wills

To participate in this class, after you complete your registration send an email to uvc_sthleona@napavalley.edu. You will be sent information on how to access the class.

Pre-registration required.
Sept 13, 20, and 27
Mon, 6:00-8:00pm
Online
$119 (Class fee includes materials fee)

PROFESSIONAL DEVELOPMENT

Become a Notary Public Livestream (Online) #77494
Whether you want to boost your income, create a new job opportunity, provide a service to your commu-
nity, or increase your value to your current employer, this is the perfect opportunity. Successful Notaries are valuable in almost any industry: real estate, legal, medical, and banking to name just a few. This livestream seminar is designed specifically for virtual learning, and responds to the current demand in the field. You will be ready to take the official notary exam and practice as a safe and effective notary. The Official Notary Exam will take place at a separate location, and completion of this class entitles students to take the Official Notary Public Exam for up to 2 years after class completion, and to repeat the class free of charge for one year. A Proof of Completion for educational requirements will be issued in class. Register for the official notary exam 15 days in advance or be a walk-in candidate. Use this link to view schedule and register: https://www.cpshr.us/notary/exam_registration.php

To participate in this class, after you complete your registration send an email to uvc_sthelena@napavalley.edu. You will be sent information on how to access the class.

Pre-registration is required.
Oct 11, 12, and 14
Mon/Tue/Thu, 6:00-8:15pm
Online
Staff
$119 (Class fee includes materials fee)

In-Person Notary Exam Information (for New and Renewing Notaries)
After completing the livestream full Notary or renewal class, you may take the Official Notary exam at a separate location. Schedule here: https://www.cpshr.us/notary/exam_registration.php Exam results are valid for one year.

Please come prepared with the following items in order to complete the registration process and the exam:
1. Secretary of State Notary Exam Application (provided in class)
2. Proper ID, which may be one of the following:
   a. State-issued Driver’s license or ID card
   b. Canadian or Mexican Driver’s license
   c. U.S. passport or a passport issued by a foreign government
   d. U.S. military ID card
3. 2 x 2 color passport photo
4. Proof of Completion of educational requirements, valid for two years. (This is provided at the end of your notary class)
5. Check or money order for exam payable to the Secretary of State $40, retake fee $20. This fee is in addition to the class fee paid to Cabrillo Extension
6. #2 pencil

Renewing Notaries (Online) #77495
You are eligible to take our 3-hour class (First 1 1/2 sessions) if your commission has not expired. This is a 3-hour Approved Notary Refresher course. We will review all required laws and regulations. Note: You are welcome to join us for all 3 sessions!

Register for the official notary exam 15 days in advance or be a walk-in candidate. Use this link to view schedule and register: https://www.cpshr.us/notary/exam_registration.php

To participate in this class, after you complete your registration send an email to uvc_sthelena@napavalley.edu. You will be sent information on how to access the class.

Pre-registration is required
Oct 11-12
Mon/Tue, 6:00-8:15pm
Online
Staff
$70 (Class fee includes materials fee)
Make Money with a Virtual Assistant/Word Processing Business (Online)  #77491

Make Money with a Virtual Assistant/Word Processing Business (post-requisite)

If you can type, then you can make money at home using your computer. (Participants should also attend “Explore 250 Legitimate Home-Based Business Ideas” immediately following to learn necessary legal aspects.) You will discover how and where to find clients, 50 ways to advertise/market your services, effective home office equipment choices, and 100 ways to make money with a computer. There really is a need for your services, so learn to be your own boss, set your own hours, and make more money. The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

In order to participate in this class, after you complete your registration send an email to uvc_sthelena@napavalley.edu. You will be sent information on how to access the class.

Pre-registration is required.

Oct 18
Mon 7:00-8:00pm
Online
Krusemark
$35 (Class fee includes materials fee)

Explore 250 Legitimate Home-Based Business Ideas (Online)  #77492

Tired of working for someone else? Do you need to make more money? Turn your talents and hobbies into profits by starting a home business. Taught by a Chamber of Commerce Past President and award winning business owner, this is probably the most comprehensive business startup workshop you will ever find. You will discover:

* more than 250 legitimate home business ideas * mandatory legal documentation
* many ways to market your product/service  * how to take tax deductions (this workshop included!)

The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

In order to participate in this class, after you complete your registration send an email to uvc_sthelena@napavalley.edu. You will be sent information on how to access the class.

Pre-registration required.

Oct 18
Mon, 7:00-9:00pm
Online
Krusemark
$55

Earn Extra Money Mystery Shopping (Online)  #77493

Have you seen ads telling you how to become a shopper, but only if you send them a lot of money? You do not have to pay to begin your new career in this exciting field. (Participants must also attend “Explore 250 Legitimate Home-Based Business Ideas” immediately before to learn necessary legal aspects.) You will learn how to sign up with legitimate mystery shopping companies for FREE, avoid the scams, create a required mystery shopping resume and profile, and take care of legalities and taxes regarding this income. You will leave with a list of 25 legitimate companies to work for. The webinar login information, along with

Please check your class description for email instructions

Refund Policy: Requests for a refund on a fee-based class not canceled by the college must be made at least five (5) working days prior to the beginning of the class.

Register Online 24/7
Directions on Page 3
a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

In order to participate in this class, after you complete your registration send an email to uvc_sthleona@napavalley.edu. You will be sent information on how to access the class.

Pre-registration required

Oct 18
Mon, 9:00-10:00pm
Online
Krusemark
$35

Become a Legal Document Assistant (Online)  #77500

Whether you want to boost your income, create a new job opportunity, or take your experience in the legal field to the next level, this class is for you! Become a certified and bonded Legal Document Assistant, and tap into a multi-billion dollar industry. This specialized position allows you to prepare legal documents at competitive rates within this lucrative field. Whether you work for a law firm, help people in need of lower-cost alternatives to an attorney, or work independently for clients who want to represent themselves in court, LDAs experience great opportunities in the following fields: corporate, business, insurance, family law, personal injury, social service and estate planning, among others. We’ll give you the expert knowledge you need to confidently complete the documents below:
- Revocable Living Trusts
- Evictions for Landlords and Eviction Defenses for Tenants
- Uncontested Divorce Proceedings
- Represent Claimants for SSDI claims
- Draft business contracts, and know the essential elements of a contract
- LLCs, S Corps and C Corps

Students will receive a Certificate of Completion and the class includes a workbook with descriptions and documents for each topic.

Prerequisite: A high school diploma with two years of legal experience; a baccalaureate degree with one year of legal experience; or a certificate of completion from a paralegal program approved by the American Bar Association. LDAs must maintain a $25K bond and register with the county.

In order to participate in this class, after you complete your registration send an email to uvc_sthleona@napavalley.edu. You will be sent information on how to access the class.

Pre-registration required.

Oct 18 & 25, Nov 1
Mon, 6:00-8:00pm
Online
$129 (Class fee includes materials fee)

Become a Loan Signing Agent Livestream (Online)  #77496

Make the most out of your notary commission by becoming a certified Loan Signing Agent. Our livestream seminar will teach you how to notarize loan documents and give you a simple strategy to launch your new business. Learn the information and tools you need to succeed as a Signing Agent. Our expert teachers are seasoned in the business; they’ll teach you the process of completing a signing, best practices in the industry, and how to get loan signing assignments. All you need is your smartphone to join. A certificate is awarded upon completion of the course.

Topics include:
- Notarize a loan package from any bank successfully every time
- The dos and don’ts of the profession
- What to discuss with your clients
• How to develop your own business
• Getting signed up with busy signing agencies
• Prerequisite: You must be a Notary or have completed the ‘Become a Notary Public’ seminar.

In order to participate in this class, after you complete your registration send an email to uvc_sthelia@napavalley.edu. You will be sent information on how to access the class.

Pre-registration is required.

Oct 19-21
Tue/Wed/Thu, 6:00-8:00pm
Online
$139 (Class fee includes materials fee & certificate digital and mailed)

Negotiate Your Debt with the IRS (Online) #77498

Reduce your debt by being prepared and know what to say. This two hour class will cover: how to lower your taxes, create a business (if you don’t have one) and create an entity, obtain an EIN, tax ramifications of UC vs S Corp & C Corp, and available deductions for a business. Also covered will be: how to negotiate with the IRS, becoming compliant by filing all untiled tax returns, offer in compromise, penalty abatement, and innocent spouse. Additional topics will include: streamline payment plans, Sed dates= statute of limitations, currently non collectible, how to argue your case, and trust fund issues.

In order to participate in this class, after you complete your registration send an email to uvc_sthelia@napavalley.edu. You will be sent information on how to access the class.

Pre-registration required.

Oct 27
Wed, 6:00-8:00pm
Online
$49 (Class fee includes materials fee)

Become an Immigration Consultant (Online) #77499

Learn how to complete common immigration forms and help people from all over the world. This seminar focuses on the USCIS submission package, visas, applications for employment, waivers, and green card. Relevant national and state requirements will be discussed to ensure compliance. You’ll learn the role of the IMC who must have knowledge of what documents need to be filed and when. The class also covers the immigration system, the asylum process, and the role of the courts.

In order to participate in this class, after you complete your registration send an email to uvc_sthelia@napavalley.edu. You will be sent information on how to access the class.

Pre-registration required.

Nov 8-22
Mon, 6:00-8:00pm
Online
$150 (Class fee includes materials fee)

Please check your class description for email instructions

Register Online 24/7
Directions on Page 3
### GENERAL INFORMATION

#### Changes/Cancellations:
The Community Education Office reserves the right to cancel, postpone or combine classes, and to change instructors should there be a need. When a class is canceled or changed, every reasonable effort will be made to notify enrollees by phone or e-mail.

#### Disabled Student Programs and Services (DSPS):
To ensure that all students have an equal opportunity to develop their potential at NVC, the DSPS office provides assistance to students who have verified disabilities, including physical limitations or learning disabilities. Off-campus noncredit classes for personal enrichment are available, as are on-campus credit classes in basic English, math, and adaptive physical education. The college campus is physically accessible, and the technical and occupational labs are designed and equipped to accommodate students with special needs. For more information, please make an appointment with the DSPS Counselor, (707) 256-7220, in the General Counseling Center, Building 1300.

#### Drug-Free Campus:
It is an objective of Napa Valley Community College District to achieve a drug-free educational environment. Any student or employee will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the policies of the district and the law of the state. Smoking is allowed is designated smoking areas only.

#### Fee-Based Classes:
Classes which are ineligible for State support must be self-supporting through registration fees. Self-supporting classes are subject to enrollment minimums but are not subject to the noncredit attendance policies. Please see Refund Policy.

#### Mission:
Napa Valley College prepares students for evolving roles in a diverse, dynamic, and interdependent world. The college is an accredited open-access, degree- and certificate-granting institution that is committed to student achievement through high-quality programs and services that are continuously evaluated and improved. The college serves students and the community in the following areas: transfer courses, career-technical education and training, basic skills, and self-supporting contract education and community education classes.

#### Noncredit State-Funded Classes:
Courses eligible for support from the state are free to California residents. Some state-funded noncredit courses have optional materials fees, which are noted in the individual course entries. These optional fees are payable in class to the instructor, in most cases. If you do not want supplies you do not need to pay the fee. Material fees are not refundable. Classes fewer than 15 persons enrolled and IN ATTENDANCE at the first class meeting may be canceled. Once begun, minimum attendance of 10 must be maintained for the class to continue.

#### Open Classes:
It is the policy of the Napa Valley Community College District that, unless specifically exempted by statute, every course, course section or class, the average daily attendance of which is to be reported for state aid, whenever offered and maintained by the district, shall be fully open to enrollment and participation by any person who has been admitted to the college. (Title V, Sec. 51006)

#### Parking Fees:
Parking permits are required on all vehicles which park on the Main Napa Campus of Napa Valley College during the following hours:
- Monday through Thursday, 6 a.m. to 10 p.m.
- Friday, 6 a.m. to 5 p.m.

No permit is required on Saturdays, Sundays and college-recognized holidays. Semester parking permits can only be purchased via the internet by going to www.nvcpd.org and look for the parking permit link. To order your permit you will need to know your vehicle license number, make, model, color, and year of your vehicle. Daily parking permits can be purchased from the parking machines located throughout the college’s parking lots. Cars without parking permits or daily passes will be ticketed.

No permit is required at the Upper Valley Campus in St. Helena.

#### Prohibition Of Unlawful Discrimination:
The College is committed to providing an educational environment free from discrimination and harassment. To that end, Board Policy D1130, Equal Employment and Educational Opportunities and Unlawful Discrimination, states that no person shall be unlawfully denied full and equal access to, the benefits of, or be unlawfully subjected to discrimination, in whole or in part, on the basis of ethnic group identification, national origin, religion, age, sex, gender, race, color, ancestry, sexual orientation, or physical or mental disability, or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics, in any program or activity offered by the Napa Valley Community College District.
Board Policy D1130 applies to application for and treatment in college employment, as well as admission, access, and treatment in college programs and activities, including but not limited to: academic admission, financial aid, educational services, and athletics.

To file a complaint of unlawful discrimination, individuals should contact Charo Albarran, Executive Director of Human Resources, Room 1339K, phone (707) 253-3366. Non-employment complaints must be filed within one year of the date of the alleged unlawful discrimination or within one year of the date on which the complainant knew or should have known the facts underlying the allegation of unlawful discrimination.

Publication Errors: Although we make every effort to avoid mistakes, this schedule of classes is not a contract. The college does not assume liability for errors, typographical or otherwise.

Refund Policy: Requests for a refund on a fee-based class not canceled by the college must be made at least five (5) working days prior to the beginning of the class. No refunds can be made on requests made after that date. A $5 per person processing fee will be retained on all refunds unless the class is canceled or meeting times are changed by the college.

Special Assistance: If you are interested in taking a Community Education course but have a disability that you feel might interfere with your classroom performance, contact the Office of Special Services, (707) 253-3080 to find out about reasonable accommodations available.

Visitors, Auditors, Children and Pets: Visitors or auditors are not allowed in any class. Except for designated parent education classes targeted to parents and children or classes designed for kids, children under the age of 18 are not allowed to attend Community Education classes unless special approval has been granted by the Community Education Dean. No pets are allowed on the grounds or in classes except for certified dogs assisting the disabled.

Waiting Lists: If an enrollment is received for an activity, which has been filled, the check will be returned and your name will be placed on a waiting list. If you are waitlisted, please do not go to the class unless contacted by our office. If space becomes available, you will be contacted.

Certified American Heart Association (AHA) Training Center with current, practicing professionals providing exceptional course training.

Instructor-led courses (in-person)
Blended courses (online portion with in-person Skills Sessions)

Healthcare Professionals (Nurses, First Responders, Doctors, and more)
- BLS Provider
- ACLS Provider
- PALS Provider

General Public (Workforce: Construction, Childcare, Caregivers, Health & Fitness, Hospitality, & more)
- Heartsaver First Aid/CPR/AED
- Heartsaver CPR/AED
- Heartsaver for K-12 Schools

General Community (Community Groups, New Parents, Babysitters)
- Family & Friends CPR

Visit our website for more information and to view & register for upcoming classes.

www.napacpr.com
SIX AWKWARD SPELLING CHAMPIONS LEARN THAT WINNING (AND LOSING) ISN'T EVERYTHING IN THIS MUSICAL COMEDY.

The 25th Annual Putnam County Spelling Bee

NAPA VALLEY COLLEGE PERFORMING ARTS PRESENTS

THE 25TH ANNUAL PUTNAM COUNTY SPELLING BEE

November 5-7 and 12-14, 2021

Director: Olivia Cowell
NVC Theater Arts Adjunct Instructor

Music Director: Dr. Christina Howell
Coordinator of Music & Director of Vocal Studies

For more information, visit performingartsnapavalley.org