

Fall 2025 Semester Credit Courses at the Learning Center at Plattsmouth



BSAD-1010

Microsoft Applications I (Hybrid)

Prerequisite: Keyboarding skills and prior computer experience recommended

Use of an internet browser to work with electronic mail and cloud computing. Use of the Windows operating system and File Explorer to manage folders and files. Use of the Microsoft Office software suite to learn and apply basic features of Word, Excel, Access, and PowerPoint through the creation of various projects.

This is a hybrid course. Hybrid courses require students to meet face-to-face at regularly scheduled times for 50% or more of the course and 50% or less of the course will be online and require computer and Internet access. (3.0 semester credits)

Cost: NE Resident: \$375/Non-Resident: \$438

Wed., Aug. 20-Dec. 10

5:30-6:50 p.m.
Crabtree

Room 102
BSAD-1010-HBPL2

BSAD-1050

Introduction to Business

An introductory study and overview of the role of business in society as well as a discussion of the various disciplines of business including an overview of business organization, management, marketing, human resource management, and finance. Also, a study and discussion of various strategies for success of specific public and private firms as well as small business. Business vocabulary used to understand and interpret business news and information.

(3.0 semester credits)

Cost: NE Resident: \$375/Non-Resident: \$438

Tues. & Thurs., Aug. 19-Dec. 11

9:30-10:50 a.m.
Baillie

Room 103
BSAD-1050-PL04

BSAD-1090

Business Law I

Introduction to the history and origin of the legal system. All facets of the course are related to business including ethics, the Constitution, crimes, contracts, common law and sales, dispute settlements, torts employment and agency.

(3.0 semester credits)

Cost: NE Resident: \$375/Non-Resident: \$438

Tues. & Thurs., Aug. 19-Dec. 11

1-2:20 p.m.
Wilson

Room 101
BSAD-1090-PL61

All classes are held at the
Learning Center at Plattsmouth
537 Main St.
Plattsmouth, NE



Earn College Credit at Your Learning Center

Our Learning Centers offer a flexible way to earn college credit by bringing the classroom to you.

We offer a variety of live, interactive credit classes online which allows you to:

- Create a flexible class schedule
- Participate in real-time class discussions
- Earn credit towards your Associate's degree
- Fulfill general education requirements
- Save time and money

Do you want to take a class that is not offered at your Learning Center? Contact your Learning Center to see what options are available.

lbelitz@southeast.edu or 402-437-2298

» southeast.edu/PlattsmouthLC

► Register at southeast.edu/registrationandrecords

ENGL-1010

English Composition I

Prerequisite: Appropriate placement score OR grade of "C" or higher in ENGL-0985 (formerly ENGL-0980)

Composition I offers instructional practice in the techniques of effective writing. The process of planning, writing, revising, and editing essays for particular audiences and purposes and research-related skills are also emphasized.

(3.0 semester credits)

Cost: NE Resident: \$375/Non-Resident: \$438

Mon., Wed. & Fri., Aug. 18-Dec. 12

11-11:50 a.m.
Harwood

Room 103
ENGL-1010-PL12

PSYC-1810

Introduction to Psychology

An introduction to the science of psychology including the application of critical thinking to the study of learning theory, memory, personality, growth and development, biological and neurological aspects, abnormal behavior, therapies, intelligence, motivation, emotion, sensation, perception, and theoretical perspectives.

(3.0 semester credits)

Cost: NE Resident: \$375/Non-Resident: \$438

Mon., Wed. & Fri., Aug. 18-Dec. 12

11-11:50 a.m.

Room 101
PSYC-1810-PL03

For registration information and how to register, visit
southeast.edu/registrationandrecords.



facebook.com/SCCLearningCenteratPlattsmouth



REGISTRATION FORM CREDIT COURSES

PLEASE PRINT CLEARLY

Legal Name: Last _____ First _____ Middle _____ SCC ID Number _____

Former Last Name: _____ Email Address: (required for students on class waitlists) _____ Social Security Number _____

Local / Preferred Mailing Address: _____ City _____ State _____ Zip _____ County _____

Permanent Address: _____ City _____ State _____ Zip _____ County _____

Birth Date: _____ Sex assigned at birth: (federal reporting requirement) Male Female Home Phone: _____ Race (select one or more): Black or African American American Indian or Alaska Native Native Hawaiian or Other Pacific Islander Hispanic or Latino Asian White Resident of Nebraska Non-Resident

Cell Phone: _____

High School Attended / GED*: _____ City _____ State _____ Start Date (mo/year) _____ Graduation Date (mo/year) _____

College Attended Post High School: _____ City _____ State _____ Start Date (mo/year) _____ End Date (mo/year) _____

TERM

Year: 20 **25**

Fall Spring Summer

Undeclared

Declared (list program of study) _____

**VETERAN OR DEPENDENT
UTILIZING MILITARY BENEFITS**

Yes No

CREDIT COURSES

Course and Section Number	Course Title	Credit Hours	Begin Time	End Time	Days
ENGL 1120LN 81	ENGLISH BASICS (sample only)	3	8 a.m.	9:20	T / R

Completed form should be submitted to the Registration & Records Office in person or by FAX at 402-437-2670. To upload electronically, contact the Registration & Records Office at 402-437-2605 for the secure upload link.

TOTAL CREDIT HOURS

Student Signature _____ Date _____

Program Chair/Advisor Signature _____

- Written or digital signature required. Typed signatures (including cursive fonts) will not be accepted.**
- Submission of this form indicates that I understand:**
1. My information is complete and I am accountable for the tuition and fees and subject to a grade in the courses listed;
 2. To drop or withdraw from classes, I must submit an 'Official Drop/Add Form for Credit Classes' in writing to the Registration Office located in Enrollment Management or drop the classes using Self Service Student Planning. Failure to attend a course does not constitute an official drop;
 3. I understand tuition charges and refund policies are published in the [College Catalog](#);
 4. The personal information contained herein is correct as shown; and
 5. Any changes in SSN, legal name, address, residency, etc., must follow the College procedures in the [College Catalog](#).

Day designations when class meets are:
M = Monday, T = Tuesday,
W = Wednesday
R = Thursday, F = Friday
S = Saturday, U = Sunday
**(T R means class meets
Tuesday AND Thursday)**

OFFICE USE ONLY

Date _____

Data Entry _____

La política pública de Southeast Community College es de proveer equidad, y prohíbe discriminación, en todos asuntos referentes a la admisión, participación, y empleo contra toda persona por motivo de raza, color, religión, sexo*, edad, estado civil, origen nacional, etnia, condición de veterano, orientación sexual, incapacitado, u otros factores prohibidos por ley o política del Colegio.
*La Oficina de Derechos Civiles del Departamento de Educación de los Estados Unidos hace cumplir la prohibición del Título IX contra discriminación por motivos de sexo, que también incluye la discriminación basada en la identidad de género.
southeast.edu/diversity