Spring 2025 Semester Credit Courses at the Learning Center at Hebron

BSAD-1010
Microsoft Applications I

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.

(3.0 semester credits)

Cost: NE Resident: $369/Non-Resident: $432

Tues. & Thurs., Jan. 21-May 15
1-2:20 p.m.   Room 101
Hood Reese   BSAD-1010-HN08

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: $369/Non-Resident: $432

Tues. & Thurs., Jan. 21-May 15
9:30-10:50 a.m.   Room 101
Baillie   BSAD-1050-HN02

ENGL-1054
Writing and Communities

Appropriate placement score OR ENGL-0960 with portfolio approval OR grade of "C" or higher in ENGL-0985 or ENGL-0999.

Writing and Communities offers instructional practice in the techniques of effective writing. The writing in this course will include the process of planning, writing, revising, and editing essays with a specific goal of building, supporting, and growing communities. This course serves to underscore SCC's goal of service-based learning through the active practice of writing as action.

(3.0 semester credits)

Cost: NE Resident: $369/Non-Resident: $432

Mon., Wed. & Fri., Jan. 22-May 16
10-10:50 a.m.   Room 101
Hruza   ENGL-1054-HN16

All classes are held at the
**Learning Center at Hebron
610 Jefferson Ave.
Hebron, 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.

wfriesen@southeast.edu *or* 402-323-5591

» **southeast.edu/HebronLC**

▶ *Register at southeast.edu/registrationandrecords*

Southeast Community College
LEARNING CENTER AT HEBRON

FSDT-1350
Basic Nutrition

The study of nutrients, digestion, absorption, metabolism, fitness, consumer concerns, food safety, nutrition throughout the life cycle, including cultural influences on food selection. Nutrition in relation to disease and world hunger is explored.

(3.0 semester credits)

Cost: NE Resident: $369/Non-Resident: $432

Tues. & Thurs., Jan. 21-May 15

11 a.m.-12:20 p.m.	*Room 101*
Hirschbrunner	*FSDT-1350-HN04*

HLTH-1150
Nursing Assistant (Hybrid)

Prerequisite: Must be at least 16 years old

Overview of the health care system and role of the nursing assistant as a health care team member. Discussions on the concepts of basic human needs, professional behavior, communication, legal/ethical issues, and multicultural diversity. Teaches basic nursing skills, including bathing, assisting with dining, ambulating, transferring, and toileting. Included in this course are classroom, nursing lab and clinical experiences in a health care setting.

*Course is approved by the Nebraska Department of Health and Human Services Regulation and Licensure. Upon successful completion of this course, the student is eligible to test for placement on the Nebraska Nursing Assistant Registry. **For additional classes, visit southeast.edu/nursingassistant. This course does not qualify for financial aid. For funding options, contact the Learning Center coordinator.** If you have questions, contact Natasha Holly at 402-437-2552 or nholly@southeast.edu. Required textbook and materials can be purchased at the SCC Campus Store, 8800 O St., Lincoln, during regular business hours, by phone at 402 437-2560 or at sccbookstore.com. (3.0 semester credits)*

High school students in SCC's service area can register for the "HS" sections during the Fall and Spring terms. If you are a high school student outside of SCC's service area, please register for the regular Nursing Assistant sections.

Cost: NE Resident: $369/Non-Resident: $432

Tues. & Thurs., Jan. 21-March 20

4:30-9 p.m.	*Room 101*
	HLTH-1150-HBHN8

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

facebook.com/SCCLearningCenteratHebron

REGISTRATION FORM
CREDIT COURSES

S Southeast COMMUNITY COLLEGE

✓ CHECK ONE:
- ☐ Beatrice Campus • Fax 402-228-8935
- ☐ Lincoln Campus • Fax 402-437-2670
- ☐ Milford Campus • Fax 402-761-2324

TERM

Year: 20 **25**

☐ Fall ☒ Spring ☐ Summer

☐ Yes, I am Declared (list program of study)

PLEASE PRINT CLEARLY

Legal Name: Last	First	Middle	SCC ID Number

Former Name:		Social Security Number

Email Address: (required for students on class waitlists)

Local / Preferred Mailing Address:	City	State	Zip	County

Permanent Address:	City	State	Zip	County

Birth Date: _____ / _____ / _____

I identify as: ☐ Male ☐ Female

Ethnicity (select one):
☐ Hispanic or Latino
☐ Not Hispanic or Latino

Race (select one or more):
☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☐ White

☐ Resident of Nebraska
☐ Non-Resident

Cell Phone: _____ Home Phone: _____ Business Phone: _____

Veteran or Dependent Utilizing Military Benefits ☐ Yes ☐ No

Start Date (mo/year) _____ Graduation Date (mo/year) _____

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

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

NEWSPAPER RELEASE

Hometown Newspaper: _____

Address: _____

CREDIT COURSES

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)

Course Number										Course Title	Credit Hours	Begin Time	End Time	Room	Days	LAST DAY to Drop With Refund
E	N	G	L	1	1	2	0	L	N 8 1	ENGLISH BASICS (sample only)	3	8 a.m.	9:20	T-5	T/R	

TOTAL CREDIT HOURS _____

OFFICE USE ONLY

Data Entry _____

Date _____

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

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.

Student Signature _____ Date _____

Program Chair/Advisor Signature _____