

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

Tues. & Thurs., Jan. 13-May 7

8-9:20 a.m. WHLC, Room 102 Loudon BSAD-1010-WH01

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., Jan. 13-May 7

9:30-10:50 a.m. WHLC, Room 101 Baillie BSAD-1050-WH02

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

Tues. & Thurs., Jan. 13-May 7

11 a.m.-12:20 p.m. WHLC, Room 102 Hirschbrunner FSDT-1350-WH04



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cstukenholtz@southeast.edu *or* 402-323-5581

» southeast.edu/WahooLC

Location Key

WHLC.....Learning Center at Wahoo, 536 N. Broadway St. SCMC.....Saunders Medical Center, 1706 County Road J

► Register at southeast.edu/registrationandrecords



HLTH-1040 **Medication Aide**

SCC Requirement: Medication Aide students MUST be at least 18 by the start date of the class.

The purpose of the Medication Aide position is to provide a safe way for individuals other than licensed health care professionals (doctors, nurses, etc.) to provide medications to individuals who are not able to take medications by themselves. Medication Aides assist with the provision of medications. You must be at least 18 years of age or older to be employed as a medication aide in the state of Nebraska.

State laws control the activities of a Medication Aide. These laws ensure the health, safety, and welfare of people by providing for the accurate, cost-effective, efficient, and safe utilization of Medication Aides to assist in administration of medications. You will be responsible for the additional costs charged by the state of Nebraska to complete your licensure. (2.5 semester credits)

Cost: NE Resident: \$312.50/Non-Resident: \$365

Mon. & Wed., Jan. 12-March 4 5:30-8:30 p.m.

HLTH-1040-HBWH8

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 pxl.to/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: \$375/Non-Resident: \$438

March 16-May 6

Lab/Clinical Location: SCMC Lab/Clinical Schedule: Mon. & Wed. from HLTH-1150-HBWH8 4:30-9:15 p.m.

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., Jan. 12-May 8 11-11:50 a.m. Johnson

WHLC. Room 102 PSYC-1810-WH02

SOCI-1010

Introduction to Sociology

Introduction to the basic principles of sociology, including the study of sociological research, theoretical perspectives, culture, socialization, social structure, social institutions, deviance, inequalities of class, race/ethnicity, gender, and age, as well as stratification, demography, and population.

(3.0 semester credits)

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

Tues. & Thurs., Jan. 13-May 7

11 a.m.-12:20 p.m. Christensen-Nader WHLC. Room 102 SOCI-1010-WH02

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





REGISTRATION FORM CREDIT COURSES

PLEASE PRINT CLEARLY

Legal Name: Last	First		Middle	S	SCC ID Number			TERM
Former Last Name:	Email Address: (required for students on class waitlists)	students on class waitlists)		Social Sec	Social Security Number		Year: 2	Year: 20 26 Fall
Local / Preferred Mailing Address:	City	,	State	Zip		County	5	Undeclared
Permanent Address:	City	, h	State	Zip		County		☐ Declared (list program of study)
Birth Date:	Sex assigned at birth: (federal reporting requirement) Male	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 White	Black or African American Native Hawaiian or Other Pacific Islander White	_	VETERAN OR DEPENDENT
Cell Phone:	Home Phone:		Resident of Nebraska	_	☐ Non-Resident			UIILIZING MILITAKT BENEFILS
High School Attended/GED*:	City		State	Start Date (mo/year)	year)	Graduation Date (mo/year)	e (mo/year)	☐ Yes ☐ No
College Attended Post High School:	City		State	Start Date (mo/year)	year)	End Date (mo/year)	year)	
		CREDIT COURSES	RSES					
Course and Section Number	n Number	Course Title		Credit Hours	Begin Time	End Time Days		Day designations when class meets are:
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							, E	(T R means class meets
							. 2	Tuesday AND Thursday)
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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.	to the Registration & Records Officegistration & Records Office at 402	ce in person or by FAX at 402-437-2 2-437-2605 for the secure upload lin	670. 1k.	TOTAL (TOTAL CREDIT HOURS	URS		
Student Signature		Date]	Program Chair/Advisor Signature	Signature			

Written or digital signature required. Typed signatures (including cursive fonts) will not be accepted. Submission of this form indicates that I understand:

- 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 1. My information is complete and I am accountable for the tuition and fees and subject to a grade in the courses listed;
- I understand tuition charges and refund policies are published in the College Catalog

does not constitute an official drop;

- 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 <u>College Catalog.</u>

Southeast Community College is an Equal-Opportunity co-educational college and does not discriminate based on race, color, religion, sex*, age,

martial status, national origin, ethnicity, veteran status, sexual orientation, disability, or other factors prohibited by Jaw or College policy.

*The U.S. Department of Education's Office for Civil Rights enforces Title IX's prohibition on discrimination on the basis of sex to also include discrimination based on gender identity.

de veterano, orientación sexual, incapacidad, 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 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

La política publica de Southeast Community College es de proveer

southeast.edu/diversity basada en la identidad de género.