

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.

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: \$369/Non-Resident: \$432

Mon.-Thurs., May 19-June 20

8-9:25 a.m. York, YKLC, Room TBA Reiter BSAD-1010-HBYK4

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.

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: \$369/Non-Resident: \$432 Tues. & Thurs., May 20-June 19

11 a.m.-12:25 p.m. Mabeya York, YKLC, Room TBA SOCI-1010-HBYK4



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dhoudek@southeast.edu or 402-323-3634

» southeast.edu/YorkLC

Location Key York, YKLC.....Learning Center at York, 401 N. Lincoln Ave. Milford, ETC.....SCC Milford Campus, Eicher Technical Center, 600 State St.

Register at southeast.edu/registrationandrecords



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 May 27-July 31

Lab/Clinical Location: **Milford**, ETC, 224 Lab/Clinical Schedule: Tues. & Thurs. from 8:30 a.m.-12:15 p.m. HLTH-1150-HBM80

May 27-July 31

Lab/Clinical Location: **York**, YKLC, Room D101 Lab/Clinical Schedule: Tues. & Thurs. from 12:30-4:30 p.m. HLTH-1150-HBYK8

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



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REGISTRATION FORM CREDIT COURSES

		aitlists) Social Security Number Year: 20 23 23 20 25 20 20 25 20 20 20 20 20 20 20 20 20 20 20 20 20	State Zip County County	State Zip County Declared (list program of study)	Race (select one or more): Black or African American 0 American Indian or Alaska Native Native Hawaiian or Other Pacific Islander atino Asian	Resident of Nebraska Non-Resident	State Start Date (mo/year) Graduation Date (mo/year) T Yes	State Start Date (mo/year) End Date (mo/year)	T COURSES	Credit Begin End Hours Time Time Davs	3 8 a.m.		Tuesday <u>AND</u> Thursday)	OFFICE LISE ONLY	Date	Data Entry
PLEASE PRINT CLEARLY	Legal Name: Last First	Former Last Name: Email Address: (required for students on class waitlists)	Local / Preferred Mailing Address: City	Permanent Address: City	Birth Date: Sex assigned at birth: Ethnicity (select one): Race ((federal reporting requirement) Hispanic or Latino A Male Female Not Hispanic or Latino A	Cell Phone: Home Phone:	High School Attended/GED*: City	College Attended Post High School: City	CREDIT COURSES	Course and Section Number Course Title	8 1 ENGLISH E					

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;
 - 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 <u>College Catalog</u>.

Southeast Community College is an Equal-Opportunity co-educational college and does not discriminate based on race, color, religion, sex⁴, age, marital status, national origin, ethnicity, veteran status, sexual orientation, disability, or other factors prohibited by law 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.

n, admisión, participación, y empleo contra toda persona por motivo de raza, color, religion, sexor* edad, estado civil, origen nacional, entre, condición de de veterano, orientación sexual, incapacidad, u otros factores prohibidos de por leyo política del colegio. *La Oficina de Derechos Civiles del Departamento de Educación de los Estados Unidos hace cumpir la pombieño del Titulo IX contra discriminación por motivos de sexo, que también incluye la discriminación basada en la identidad de género. La política publica de Southeast Community College es de proveer equidad, y prohíbe discriminación, en todos asuntos referentes a la

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