Community Education
Summer 2012 Schedule

Blackhawk Technical College

BLACKHAWK
TECHNICAL COLLEGE

BLACKHAWK TECHNICAL COLLEGE

REGISTRATION FORM

6004 S COUNTY ROAD G
P.O. BOX 5009
JANESVILLE WI 53547-5009

608 757-7661
FAX 608 743-4407
www.blackhawk.edu

PLEASE PRINT

STUDENT ID NUMBER	LAST NAME	FIRST NAME	MIDDLE

STREET ADDRESS	CITY OR TOWN	STATE	ZIP CODE

COUNTY OF RESIDENCE	□ **CITY of** □ **VILLAGE of** □ **TOWNSHIP of**	HOME PHONE ( )	CELL PHONE ( )

DATE OF BIRTH Month Day Year	SEX □ **Female** □ **Male**	MARITAL STATUS □ **Single** □ **Legally Separated** □ **Married** □ **Divorced** □ **Separated** □ Widowed	WORK PHONE ( )	EMPLOYER

□ **HIGH SCHOOL GRADUATE** □ **GED** □ **HSED**	**YEAR** 19_____ 20_____	**NAME OF HIGH SCHOOL**	CITY AND STATE OF HIGH SCHOOL

HIGHEST GRADE COMPLETED AT ENROLLMENT

(Circle One) Below 6 6 7 8 9 10 11 12 13 14 15 16 17 Over 17

ETHNIC CODE Hispanic/Latino □ **Yes** □ **No**	RACE (check all that apply) □ **American Indian or Alaskan Native** □ **Black or African American** □ **Asian** □ **Native Hawaiian or Other Pacific Islander** □ **White**	ASIAN ORIGIN □ Vietnam □ Laos □ Cambodia □ Other_____	ECONOMICALLY DISADVANTAGED □ **Yes** □ **No**	CITIZENSHIP STATUS □ **U. S. Citizen** □ **Foreign Student** □ **Immigrant/Refugee** □ **Eligible Legalized Alien** □ **Other**

WORK STATUS AT ENROLLMENT	TUITION STATUS	DISPLACED HOMEMAKER STATUS
□ **Employed, full time** □ **Employed, part time** □ **Not in labor market** □ **Dislocated** Worker (laid off) □ **Underemployed (over qualified for** current job) □ **Unemployed, seeking job**	□ **Wisconsin Resident** □ **Out**-of-State Resident □ **Not A U.S. Resident**	□ **No work outside home/no gainful employment** □ **Not eligible for public assistance** □ **Lost income due to death, divorce or separation** □ **Within 2 yrs. of losing support for minor** child(ren)

ARE YOU A SINGLE PARENT? □ **Yes** □ **No**	PRIMARY BTC PROGRAM	E-MAIL ADDRESS

(CRN)	COURSE NUMBERS (9)			COURSE TITLES

Student Signature Date

□ MasterCard □ Visa □ Discover Card Amount _____ Credit Card Number _____

Include 3 Digit Code in Signature Block _____ Expiration Date _____ Signature _____

Revised 03/16/10

Arts & Crafts

Beginning Soap Making

Creating your own soap is easy and fun! Spend time making soap that you can take home and enjoy. This hands-on class is for the beginner as well as the experienced soap maker, and will allow you to explore the art of combining saponified oils and scents to create your own special soap. This is soap making from scratch – just like your grandma used to make – with a modern touch to give your soap that luxurious touch. Participants will take home recipes as well as some of the soap we create in class. *Bring old long sleeve shirt, rubber gloves, safety goggles, a quart-size empty cardboard milk container, and an old towel. All other supplies provided in a $7.50 kit fee payable to the instructor at the class. Participants will take home approximately six 4 ounce bars of soap. Note: This is not a class for children.*

304-640-0O1 (12481)	S	6/9	9:00 AM-NOON
1 Session	$13.00	$9.40 Sr.	
Site: Scotch Hill Farm		*Instructor: Claudia Ends*	

Custom Cards - Theme 1

Learn the beautiful and practical art of making custom cards by hand. Students will learn a variety of card making techniques, including simple fold cards, embellishments, layered paper and embossing. Each class will feature all new cards, including seasonal and/or special event themes. *Students will need to bring a ruler, small sharp scissors, pencil, notebook, double-sided adhesive tape, and Fiskar cutter with orange blade (if you have one) to class. A project kit fee of $10.00 is available at the class for materials to make 8 cards during the two sessions.*

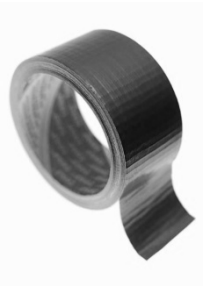
202-651-0M1 (12691)	T	6/12	9:00 AM-NOON
2 Sessions	$22.00	$14.80 Sr.	
Site: Monroe Campus		*Instructor: Debra Miller*	

This class will only meet on June 12 and July 10.

202-651-0M2 (12478)	W	6/20	5:30-8:30 PM
2 Sessions	$22.00	$14.80 Sr.	
Site: Monroe Campus		*Instructor: Debra Miller*	

This class will only meet on June 20 and July 18.

Duct Tape Creations



"Unbelievable!" "Incredible!" "You did that?" are just some of the comments you'll hear after showing others your duct tape creations. Yes - this colored, durable tape has many uses - but none as creative as you will find in this class. *Please bring your favorite colored (or patterned) duct tape (4-6 rolls) and scissors to class. Helpful tools: rotary cutter, cutting mat, razor blade knife, straight edge ruler, Sharpie markers.*

202-651-0C2 (12680)	S	6/23	9:00 AM-NOON
1 Session	$13.00	$9.40 Sr.	
Site: Central Campus		*Instructor: Connie Hilton*	

202-651-0C1 (12679)	S	6/30	9:00 AM-NOON
1 Session	$13.00	$9.40 Sr.	
Site: Central Campus		Instructor: Connie Hilton	

Woodworking

Create heirlooms that can be handed down through the generations. Combine solid hardwood and your choice of plan to construct a unique piece that all generations will cherish. Open to all skill levels from novices to experienced woodworkers. *Students must supply their own safety glasses (required) and building materials; materials will be discussed at the first session.*

409-604-0C2 (12685)	T	6/19	6:00-9:00 PM
6 Sessions	$58.00	$36.40 Sr.	
Site: Central Campus		*Instructor: Dick Gabrielson*	

This class will not meet on July 3.

409-604-0C1 (12684)	W	6/20	6:00-9:00 PM
6 Sessions	$58.00	$36.40 Sr.	
Site: Central Campus		*Instructor: Dick Gabrielson*	

This class will not meet on July 4.

Career Link

CBRF Certification Courses

CBRF Fire Safety

Chapter DHS83.20 requires that all CBRF employees successfully complete this training course within 90 days of their hire date. Learning points include fire hazard recognition, understanding the use of fire extinguishers, evacuation needs of residents, and following emergency and disaster plans.

503-406-0C1 (12686)	R	7/19	8:00 AM-12:30 PM
1 Session	$47.00	$29.46 Sr.	.5 CEU
Site: Central Campus		*Instructor: Loren Lippincott*	

CBRF Medication Administration

This 2 day (11 hour) course covers training topics including resident's rights, medication management, medical terms and abbreviations, medication packaging, labeling and storage, types of medications and medication administration. *Class times: Friday, 8:00 AM - 2:30 PM; and Saturday, 8:00 AM - 1:30 PM.*

575-413-0C1 (12714)	FS	7/20	See Times Above
2 Sessions	$108.00	$72.93 Sr.	1.1 CEU
Site: Central Campus		*Instructor: Susan Anema*	

Computers & Related Technology

Computer Applications

Excel 2010 - The Essentials

In this Excel class, the following elements will be covered: basic functions, menus, scheme, merging cells, creation of simple tables and charts, basic visual enhancements, as well as similar and unique features in comparison to software in the MS Office Suite. *To be successful in this class, you MUST be able to work in a windows environment and manage files.*

103-468-0C2 (12709)	W	6/13	6:00-8:30 PM
3 Sessions	$27.38	$4.00 Sr.	.8 CEU
Site: Central Campus		*Instructor: Deborah Gosa*	

Excel 2010 - Beyond The Basics

This course will teach you how to utilize the advanced features of this spreadsheet software. Topics covered include: functions, sorting, utilities, advanced graph and table features, advanced data analysis techniques, and mail merge. *To be successful in this class, you MUST be familiar with basic Excel features.*

103-468-0C1 (12708)	MW	7/9	6:00-8:30 PM
4 Sessions	$33.23	$4.00 Sr.	1.0 CEU
Site: Central Campus		*Instructor: Deborah Gosa*	

Digital Photography

New! Outdoor Digital Photography

Get your feet wet in photography with this fun and informative, hands-on course. Discover the joy and fulfillment of photography by learning the art and the practical tips of the discipline while working outdoors (as weather permits). Pick up tips and tricks to taking better photos, decipher your lengthy manual, and even learn what to look for when buying a camera. *Students are encouraged to bring their digital camera to class to get the best experience possible in this course.*

203-401-0C1 (12681)	TR	6/19	6:00-8:30 PM
4 Sessions	$33.23	$4.00 Sr.	1.0 CEU
Site: Central Campus		*Instructor: Erik Wasilewski*	

Graphic Design

Photoshop Elements - Beginning

Are you looking for a program to manipulate your digital and scanned photos that is professional and inexpensive? The solution: Photoshop Elements! This is your opportunity to learn the companion program to the powerful design oriented Adobe Photoshop. This program will help you decide what you can do to make your photos better and will give you a variety of filters and amazing tools. This class will give you a basic knowledge of the tools and more! Throughout the sessions, participants will get enough experience to do basic projects and feel comfortable working with the program. Bring some of your photos on a disk, and you will be able to produce some stunning results! *Prerequisite: Working knowledge of a computer keyboard.*

103-411-0C1 (12676)	TR	7/10	6:00-8:30 PM
4 Sessions	$33.23	$4.00 Sr.	1.0 CEU
Site: Central Campus		*Instructor: Erik Wasilewski*	

The Internet

Facebook Basics

Stay in touch (or reconnect) with friends and family through Facebook, a social networking website where you can add friends and send them messages; update your personal profile to notify friends about yourself; and join networks organized by workplace, school, or college. Discover how to set up and use your account in this non-threatening, informational class.

103-445-0M1 (12690)	W	7/11	6:00-9:00 PM
1 Session	$15.69	$4.00 Sr.	.3 CEU
Site: Monroe Campus		*Instructor: Brenda Carus*	

Emergency Medical Service

Healthcare Provider CPR

For any medical staff personnel, medical type students, EMT's, nursing students, and nursing personnel. The course consists of airway obstruction and CPR, two person CPR, using adjunct equipment for infants, children, and adults based on the newest American Heart Association techniques. *(OSHA approved)*

531-434-0M1 (12696)	R	7/12	6:00-9:00 PM
2 Sessions	$42.04	$24.50 Sr.	.6 CEU
Site: Monroe Campus		*Instructor: Staff*	
531-434-0C3 (12700)	S	7/14	8:00 AM-2:00 PM
1 Session	$42.04	$24.50 Sr.	.6 CEU
Site: Central Campus		*Instructor: Staff*	
531-434-0C4 (12701)	T	7/24	9:00 AM-NOON
2 Sessions	$42.04	$24.50 Sr.	.6 CEU
Site: Central Campus		*Instructor: Staff*	
531-434-0C5 (12702)	S	7/28	8:00 AM-2:00 PM
1 Session	$42.04	$24.50 Sr.	.6 CEU
Site: Central Campus		*Instructor: Staff*	
531-434-0C1 (12698)	W	8/1	6:00-9:00 PM
2 Sessions	$42.04	$24.50 Sr.	.6 CEU
Site: Central Campus		*Instructor: Staff*	
531-434-0M2 (12697)	S	8/4	8:00 AM-2:00 PM
1 Session	$42.04	$24.50 Sr.	.6 CEU
Site: Monroe Campus		*Instructor: Staff*	
531-434-0B1 (12694)	S	8/11	8:00 AM-2:00 PM
1 Session	$42.04	$24.50 Sr.	.6 CEU
Site: Beloit Center		*Instructor: Staff*	
531-434-0C2 (12699)	S	8/18	8:00 AM-2:00 PM
1 Session	$42.04	$24.50 Sr.	.6 CEU
Site: Central Campus		*Instructor: Staff*	

Foods, Health & Wellness

Grillin' and Chillin'

Grilling isn't just for hamburgers and steaks anymore. It's a great way to entertain friends and family. In this class, you will learn how to cook an entire meal from appetizer to dessert using the grill and seasonal ingredients. *There is a food supply fee of $5.00 payable to the instructor at the time of class.*

303-610-0M1 (12692)	R	7/12	5:30-7:30 PM
3 Sessions	$23.36	$16.16 Sr.	
Site: Monroe Campus		*Instructor: Stefanie Culberson*	

Professional Development

Responsible Beverage Service

Increase your knowledge of alcoholic beverage service techniques, signs of intoxication, methods of intervention, local and state laws, preventing negative or unsafe situations, and the potential for increasing profits through responsible management practices. *Required for all new applicants/bartenders/operators; fulfills Wisconsin's requirements for certification relating to the selling or serving of alcoholic products. Participants are required to pre-register. Registration for the Saturday classes ends at noon the day before class is scheduled to be held.*

311-401-0C3 (12689)	S	6/16	8:30 AM-12:30 PM
1 Session	$23.00	$11.31 Sr.	.4 CEU
Site: Central Campus		*Instructor: Ray Hadley*	

311-401-0C2 (12688)	W	6/27	5:30-9:30 PM
1 Session	$23.00	$11.31 Sr.	.4 CEU
Site: Central Campus		*Instructor: Ray Hadley*	

311-401-0C1 (12687)	S	7/21	8:30 AM-12:30 PM
1 Session	$23.00	$11.31 Sr.	.4 CEU
Site: Central Campus		*Instructor: Ray Hadley*	

Special Interest

Coupon Mania - Making Ends Meet

Your Sunday newspaper is not the only source of coupons. If you have ever wondered how some people fill up a cart with food and only pay a small fraction of the cost, come to this class. Strategies for shopping, online coupon clubs and store policies will be discussed. Get in the game -- you can't afford not to!

308-611-0C2 (12711)	MW	6/18	6:00-8:30 PM
2 Sessions	$19.00	$13.00 Sr.	
Site: Central Campus	*Instructor: Valerie Brinkman-Kampmann*		

308-611-0M2 (12715)	T	6/19	6:00-8:30 PM
2 Sessions	$19.00	$13.00 Sr.	
Site: Monroe Campus		*Instructor: Gretchen Boul*	

308-611-0C1 (12710)	MW	7/16	6:00-8:30 PM
2 Sessions	$19.00	$13.00 Sr.	
Site: Central Campus	*Instructor: Valerie Brinkman-Kampmann*		

GPS Geocaching and Navigation - Introduction

Experience the ultimate introductory level GPS training. Learn how to operate a GPS unit, initialize it, program it, collect and enter data, clear data, etc. . . . and how it is used in the real world. Topics of Geocaching, Confluence, and Scavenger Hunts will be covered. *If you have your own GPS unit, feel free to bring it along (don't forget the instruction manual or related information), but it is not a requirement of the class.*

103-611-0C2 (12678)	M	7/23	6:00-9:00 PM
1 Session	$13.00	$9.40 Sr.	
Site: Central Campus		*Instructor: Erik Wasilewski*	

GPS Geocaching & Navigation - Experience It

Let's head to the great outdoors to test your GPS navigation skills! Whether you have previously used a GPS unit or you've recently acquired skills and knowledge of them through another class, you'll get hands-on experience to discover the many possibilities of GPS units to help you during your travels, adventures, and sporting activities. *If you have your own GPS unit, feel free to bring it along (don't forget the instruction manual or related information), but it is not a requirement of the class.*

103-611-0C1 (12677)	WR	7/25	6:00-8:30 PM
2 Sessions	$19.00	$13.00 Sr.	
Site: Central Campus		*Instructor: Erik Wasilewski*	