Spring
Into a
New Career

Spring 2019
March 25 - June 13

Register online www.tastusd.org
Do you want a great career in the healthcare industry?
Enroll now!! p. 17

Learning makes life better!

Are you interested in learning more about becoming an American citizen, or are you preparing to take the Naturalization Exam? p. 12

Register online February 26 www.tastusd.org
Academic Subjects
Pages 2 through 5
Language Arts Center, Learning Center, Online courses, GED®, and HiSET® preparation and testing.

Job Training
Pages 6 through 7

English as a Second Language
Pages 8 through 12
Classes offered at locations throughout Torrance in the morning, afternoon, and evening.

Career Education
Pages 13 through 19
Microsoft® Office Applications, Bookkeeping, Accounting, and Allied Health

Community Interest
Pages 19 through 30
Community members, who have gained expertise in their course area, teach these classes. They are provided in areas in which our community has expressed an interest.

Miscellaneous Information
Pages 30 through 36
Publicity and Photo Release, How to Register, Refund Policy, Policies and Procedures, Registration Form, School Locations, Map, and Index.

What’s the next BEST step for me?
Torrance Adult School

Save your seat!
Online registration begins
February 26, 2019
www.tastusd.org

Triannual Publication - Issue Date: February 2019
ALL CLASSES ARE OPEN TO ADULTS 18 AND OVER

Spring Term 2019: March 25 - June 13
Spring Break (No Classes) - April 8 to 12
Memorial Day (Closed) - Monday, May 27
# ABE/ASE/HSD Spring 2019 Enrollment

<table>
<thead>
<tr>
<th>Feb 25 – March 1</th>
<th>MON</th>
<th>TUE</th>
<th>WED</th>
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<tbody>
<tr>
<td>NEW and Returning Students: <strong>CALL</strong> to schedule an appointment:</td>
<td>310 - 533-4689 x8400</td>
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<th>March 4-8</th>
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<td><strong>CLOSED for Spring Break</strong></td>
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TAS Enrollment Center at Hamilton Adult School  
2606 West 182nd Street, Torrance 90504 310-533-4689 x 8400 / 8442

ABE/ASE Students - NEW and Returning  
NO Online Registration -- **CALL** to make an appointment first  
Please be prepared -- Registration and Testing will take a minimum of 2.5 hours.

NO Children Allowed during Registration and Testing.  
NO Childcare at Enrollment Center.  
Childcare is available ONLY at Hamilton Adult School while classes are in session. See pg. 32 in catalog for childcare requirements

Last testing session will begin for students with ABE/ASE appointments ONLY:  
Mon / Thurs: 4:30pm  
Tues / Wed: 6:30pm  
Fri: 12:30pm
All classes in this section begin the week of March 25, 2019
April 2 - No morning classes from 8:00 a.m. to 1:00 p.m.
No Class: April 8 to 12, 2019, May 27, 2019

REGISTRATION INFORMATION:
Online, Walk-in, Fax, and Mail Registration do not apply to the Adult Literacy and High School Diploma programs.
Contact the office at 310-533-4689 extension 8400 for an appointment as a new student, a returning student, and/or for information regarding the High School Equivalency Exams (HiSET® or GED®). New students must meet with the counselor for placement and development of an academic and career plan. Students whose native language is not English must complete Advanced ESL or its equivalent prior to enrolling in literacy or high school courses.
Please note: Morning childcare is available at the Hamilton Center in Room 2 for children ages 2 – 5 when parent is registered for classes. See page 32.

Torrance Adult School is accredited by the Western Association of Schools and Colleges Post-Secondary Education (WASC). Accreditation status certifies that Torrance Adult School is a trustworthy institution of learning and validates the integrity of our academic program as it supports student learning throughout life.

Language Arts Center Rooms 9 & 10-Hamilton Center
Adult Basic Education, Reading and Writing Literacy, and High School English Language Arts: The Language Arts Center is an open environment where adults are provided opportunities for learning English language arts skills ranging from a non-reader level to competency-based high school diploma and college level courses. Students are provided basic language skills that integrate program standards for Adult Basic and Secondary Education.
The Adult Basic Education Program (ABE) is a literacy program that provides basic skills instruction in reading and writing. Students are provided computer assisted learning and individualized instruction. ABE learners are taught basic reading, writing, speaking, listening, critical thinking, and problem solving skills to become more successful and productive members of the community. High school diploma English language arts courses are also offered. These are competency based courses designed to develop reading comprehension, literary analysis, and written composition. Courses are structured to develop and enhance analytical and critical thought processes as well as interpretative and evaluative skills. This classroom has a 6 hour a week attendance requirement.
M-Th 8:30am to 8:30pm

Learning Center Rooms 3 & 4 Hamilton Center
Adult Secondary Education: High School Diploma, Enrichment Courses, and High School Equivalency Exam preparation. The Learning Center is a classroom environment that provides direct instruction in the area of math and also provides the opportunity for students to work independently at their own pace in all other high school subjects. Students may enroll in classes required for a high school diploma, enrichment, and/or preparation for the high school equivalency certificate (HiSET® or GED®). A credentialed teacher is available for all students who need assistance. This classroom has a 6 hour a week attendance requirement.
M-Th 8:30am-8:30pm (lab courses only)

Math Direct Instruction Schedules:
General Math Basic A, General Math Basic B, and Algebra 1 meet two times per week and regular attendance is required.

<table>
<thead>
<tr>
<th>Math A</th>
<th>Math B</th>
<th>Algebra 1A</th>
<th>Algebra 1B</th>
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<tr>
<td>MW 9:00am-12:00pm</td>
<td>TTh 9:00am-12:00pm</td>
<td>TTh 9:00am-12:30pm</td>
<td>MW 9:00am-12:30pm</td>
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<tr>
<td>MW 5:30pm-8:30pm</td>
<td>TTh 5:30pm-8:30pm</td>
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</table>
Questions?  310-533-4689

HIGH SCHOOL EDUCATION

Practiced. Close reading to analyze and evaluate texts leads to the composition of well-developed, short essay selection responses. Vocabulary acquisition, comprehension, writing, and essential note-taking skills are included in this 11-week class. In addition to online reading resources, one full-length novel is included. There is no fee for this class and students may repeat the class if needed. Students earn 5 elective credits upon successful completion.

Preparation for College-Level Reading

College Prep English equips students with transfer-level reading skills for college entrance. Within the context of non-fiction essays, ten key reading strategies are taught and practiced. Close reading to analyze and evaluate texts leads to the composition of well-developed, short essay selection responses. Vocabulary acquisition, comprehension, writing, and essential note-taking skills are included in this 11-week class. In addition to online reading resources, one full-length novel is included. There is no fee for this class and students may repeat the class if needed. The class meets two times per week and regular attendance is required. Prerequisite: General Math Basic B or passing of a diagnostic test.

HSE Math Schedule
TuTh 9:00am – 12:30pm

HiSET® Math Test Boot Camp

Torrance Adult School now offers a direct instruction HiSET®/GED® math preparation course. This 3 week course is designed for students who have completed Math B, Algebra 1A, and/or Algebra 1B and intend to take the High School Math Equivalency exam (HiSET®/GED®). The course will be offered two times within the term to prepare students for the monthly HiSET® tests. It will be a discussion-based style course that reviews previously released test questions as well as the skills and strategies necessary to pass the equivalency exam. The Boot Camp will be offered at two different times: Monday through Thursday afternoons (2 hours a day) OR Monday / Thursday evenings (3 hours each). This is a non-credit class and can be repeated.

M-Th 1:00 pm - 3:00pm
M/Th 5:30 pm - 8:30pm

HiSET®/GED® Math Prep - Torrance Adult School

Prerequisite: General Math Basic B or passing of a diagnostic test.

This is a 10-week course designed to increase test taking reading skills and an essay preparation class for the exam’s written response. There is no fee for the course and students may repeat the course if needed. The class meets two times per week and regular attendance is required. Prerequisite: Reading Skills level 6 or higher. Students earn 5 elective credits upon successful completion.

TuTh 9:00am-12:00pm

College Math Placement (CMP) Test Preparation

Torrance Adult School now offers a direct instruction College Math Placement test preparation course. The design of this 11-week course helps students prepare for the college placement test. The class meets two times per week and regular attendance is required. There is no fee for the course and students may repeat the course if needed. When the class fills, students will be placed on a waitlist. CMP Schedule

M-Th 8:30am-7:30pm; F 8:30am – 12:00pm

HiSET® Science Test Preparation

Torrance Adult School now offers a direct instruction HiSET®/GED® Science test preparation class. This 10-week course is an overview of and practice with the three general scientific categories: earth science, life science, & physical science. Course content includes released test prep questions and general preparation material, small group discussion, computer-based science concepts practice, and test-taking strategies all designed to equip students to pass the science high school equivalency exam. The class meets two times a week (2 hours a day) and regular attendance is required. This is a non-credit class and may be repeated.

TuTh 12:30pm - 2:30pm

Torrance Adult School calendar is changing for the 2019-2020 school year.
Enrollment appointments begin the week of August 5, 2019.
GED®

Torrance Adult School now offers the GED® exam. The test consists of four subject areas. Each subject area test costs $35. Students who wish to enroll can go to GED.com and create a free MyGED® account. Any questions about the GED® test should be directed to (877) 392-6433.

All testing is at the Levy Adult Center which is located at 3420 W. 229th Place. Students who have not passed a portion of the GED® and wish to schedule a review before re-testing may contact the Hamilton Adult Center for information. 310-533-4689 ext. 8400.

HiSET®

California has approved three tests for the high school equivalency exam: HiSET®, GED®, and TASC.

Torrance Adult School now offers the HiSET® exam in a paper-based format. The test consists of five subject areas. Each subject area test costs $20, or you may purchase the entire test for $100. Free advising and preparation courses are available. For more information, please call the Hamilton office at 310-533-4689 ext. 8400.

Practice tests are also offered to help determine if you are ready to pass or need additional study preparation. Practice test fee is $15. Call the Hamilton Adult Center for scheduling 310-533-4689 ext. 8400.

<table>
<thead>
<tr>
<th>Test Date</th>
<th>Test Area</th>
<th>Testing Time</th>
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<tbody>
<tr>
<td>Apr. 22</td>
<td>Science</td>
<td>9:00am</td>
<td>3/22-4/17</td>
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<tr>
<td>Apr. 22</td>
<td>Soc. Studies</td>
<td>11:00am</td>
<td>3/22-4/17</td>
</tr>
<tr>
<td>Apr. 23</td>
<td>Math</td>
<td>9:00am</td>
<td>3/22-4/17</td>
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<tr>
<td>Apr. 23</td>
<td>Reading</td>
<td>11:00am</td>
<td>3/22-4/17</td>
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<tr>
<td>Apr. 24</td>
<td>Writing</td>
<td>9:00am</td>
<td>3/22-4/17</td>
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<td>May 20</td>
<td>Science</td>
<td>5:00pm</td>
<td>4/19-5/15</td>
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<td>May 20</td>
<td>Soc. Studies</td>
<td>7:00pm</td>
<td>4/19-5/15</td>
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<td>May 21</td>
<td>Math</td>
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<td>4/19-5/15</td>
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<tr>
<td>May 22</td>
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<td>4/19-5/15</td>
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<td>June 10</td>
<td>Science</td>
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<td>5/17-6/5</td>
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<tr>
<td>June 10</td>
<td>Soc. Studies</td>
<td>11:00am</td>
<td>5/17-6/5</td>
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<tr>
<td>June 11</td>
<td>Math</td>
<td>9:00am</td>
<td>5/17-6/5</td>
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<tr>
<td>June 11</td>
<td>Reading</td>
<td>11:00am</td>
<td>5/17-6/5</td>
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<tr>
<td>June 12</td>
<td>Writing</td>
<td>9:00am</td>
<td>5/17-6/5</td>
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Medical Terminology for ESL/ASE
This is a highly recommended class for ESL/ASE students who want a career in a healthcare field.

• Learn medical terms, parts of the body, body systems, and common medications
• Learn prefixes and suffixes to help you understand medical vocabulary

Students who successfully complete this course will be able to enroll in Medical Assisting, Pharmacy Technician, and Medical Billing and Coding career training.

MTWTH 12:30pm-3:30pm Multilevel 
Grif Rm7 
Caramaschi/Parra

Medical Assisting for ESL/ASE
February 25th- July 25th
Medical Terminology is highly recommended but not required before taking this class.

In the Medical Assisting program, you will learn how to:
• Help physicians carry out procedures
• Care for patients
• Take patient histories
• Schedule appointments
• Perform simple lab tests
• Administer medications

The textbook and workbook may be purchased in class. Students must maintain a minimum attendance of 85%. Students are responsible for the book fees (various) and uniform ($25). Students must have a Social Security number, a Right to Work permit, and secondary school/high school transcripts before they start their externship. Once you successfully complete the class, you will get hands-on experience by completing a 160-hour externship.

MTWTH 8:30am-2:30pm 
Levy Rm13 
Staff/Salter

Pharmacy Tech for ESL/ASE
Medical Terminology is highly recommended but not required before taking this class.

Prepare to become a pharmacy technician by learning:
• Pharmacology standards
• Ethics
• Pharmacy calculations
• Record keeping and customer service skills

The textbook and workbook may be purchased in class. Students must maintain a minimum attendance of 85%. A CPR certification class will be given before completion of the classroom portion. Students are responsible for the book fees (various) and uniform fees ($25). Students must have a Social Security number, a Right to Work permit, and secondary school/high school transcripts before they start their externship. After successfully completing the class, you will get hands-on experience by completing a 120-hour externship.

MTWTH 12:30pm-4:00pm 
& F 10:00am-12:00pm 
Grif Rm11 
Olayele/Wang
Career Training: Business Careers

Introduction to MS Office 2013 and Applications

Students must have basic computer skills and be able to keyboard 20 words per minute in order to take this class.

This is the first-level career course for ESL/ASE students who are interested in business or medical careers. Students work in class with a teacher and practice online to learn and apply:

• Beginning MS Word skills
• Beginning PowerPoint skills
• Beginning Excel skills

35 words per minute keyboarding

Students who take this training class will receive ESL language support.

F 8:30am-12:00pm Multilevel
Griff Rm16 Espinoza/Marasigan

Excel for ESL/ASE

Students must have basic computer skills and be able to keyboard 20 words per minute in order to take this class.

Do you want to learn a new skill or get a job promotion? Excel is the most popular program for managing data, including financial records, for professional and personal needs. Learn to:

• Create spreadsheets
• Sort and use customer information data
• Use formulas for calculations

We help you prepare for the Microsoft® Office Specialist (MOS) certification exam. Students are responsible for book fees ($84).

MTWTh 8:30am-12:00pm
Levy Rm3 Chon-Yuan

Career Training: Early Childhood Education

Childcare Providers 1 for ESL/ASE

This intermediate/advanced course is for students, or anyone, interested in learning more English for babysitting or childcare. It is also for students who are interested in working in day care centers, preschools, and kindergartens. Students practice useful speaking and writing skills for communicating with parents, children, and coworkers on topics including:

• Day-to-day care
• Health and safety
• Writing incident and accident reports
• Stages of development from infant to school-aged children

MW 12:30pm-3:00pm Levels 4-6
Griff Rm4 Estes-Morrison

Childcare Providers 2 for ESL/ASE

This intermediate/advanced course is for students who are parents and for adults who want a career in childcare. Childcare 1 is not required before taking this class, however, it is recommended. You can take ESL/ASE for Childcare Providers 1 and 2 in the same term. The class will focus on the following topics:

• Stages of development from infants to school-aged children
• Documenting and describing child development
• Cognitive development
• Social-emotional development

Upon completing ESL/ASE for Childcare Providers 1 and 2, students will be prepared to take EL Camino College’s Child Development courses 103 and 104 to earn an Early Childhood Education Permit.

TTh 12:30pm-3:00pm Levels 4-6
Griff Rm4 Estes-Morrison

Career Training: Building Trades

Construction

April 15th - June 28th

This class is for any adult learner who has a goal of working in construction, it provides a special focus on immigrants and English language learners. In this class, we integrate and apply all language skills, (speaking, listening, reading, and writing). Topics include:

• Career options and requirements to work in construction
• Safety related language
• Tools and equipment
• Measurements and common terms used on job sites

Students in this class will have an opportunity to handle tools and equipment, but they will not use them to do any work.

Students who complete the program will be prepared to apply for an apprenticeship program. Admittance in apprenticeship programs or confirmation for jobs is not guaranteed.

Regular attendance is mandatory. Students must maintain a minimum attendance of 95% in order to meet the Construction program requirements. Students must have a high school diploma or secondary school transcripts, a Social Security number, and a Right to Work permit.

Fees: $65 CPR Certification/ $100 OSHA Certification.

From March 25 to June 28

MTWTH 1:30pm-3:30pm
& F* 8:30am-3:00pm
Griff Rm10 Lynch

From April 15 to June 28

MTWTH 6:00pm-8:30pm
& F* 8:30am-3:00pm
Griff Rm10 Lynch

*3 Fridays: April 26th, May 31st and June 14th
# ESL Spring 2019 Enrollment

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<td>CLOSED</td>
<td>Office Open: 8:30a - 8p</td>
<td>CLOSED CAREER FAIR</td>
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<td>LAST testing session will begin at Griffith Adult School, Room 12: Tuesday, Wednesday, Thursday: 6:30pm</td>
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# SPRING BREAK - NO SCHOOL

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<tbody>
<tr>
<td>March 25 - April 5</td>
<td>CLOSED</td>
<td>Office Open: 4:30p - 8:30p</td>
<td>Office Open: 4:30p - 8:30p</td>
<td>Office Open: 4:30p - 8:30p</td>
<td>CLOSED</td>
</tr>
<tr>
<td>*GRIFFITH ADULT SCHOOL ESL ROOM 12 March 26-April 4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TAS Enrollment Center at Hamilton Adult School  
2606 West 182nd Street, Torrance 90504 310-533-4689 x 8400 / 8442  
ALL NEW and RETURNING ESL STUDENTS - Registration Begins March 6, 2019  
Please be prepared -- Registration and Testing takes a minimum of 3.5 hours.  
NO Online Registration for ESL Classes.  
ESL Registration and Enrollment ENDS April 5, 2019.

LAST testing session will begin at the Enrollment Center,  
Hamilton Adult School Door 20  
Mon / Thurs: 4:30pm  
Tue / Wed: 6:30pm  
Fridays: 12:30pm  
NO Children Allowed during Registration and Testing.  
NO Childcare at Enrollment Center.  
Childcare is available ONLY at Hamilton Adult School while classes are in session  
See pg. 32 in catalog for childcare requirements
ESL is a basic education program in English for adults whose native language is not English. Classes help students develop needed English language skills to be a productive worker, an effective community member, a positive family member, and a lifelong learner.

ESL classes begin March 25, 2019.
April 2 - No morning classes from 8:00 a.m. to 1:00 p.m.
No Class: April 8-12, May 27, 2019.

English as a Second Language

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Class</th>
<th>Level</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 1</td>
<td></td>
<td>Room 15</td>
<td>Katsui</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 2</td>
<td></td>
<td>Room 13</td>
<td>Bellman</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 3</td>
<td></td>
<td>Room 14</td>
<td>Gregory</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 4</td>
<td></td>
<td>Room 2</td>
<td>Iseri</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 4</td>
<td></td>
<td>Room 11</td>
<td>Tan</td>
</tr>
<tr>
<td>Daily</td>
<td>8:30am-12:00pm</td>
<td>Level 5</td>
<td></td>
<td>Room 3</td>
<td>Lin</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 5</td>
<td></td>
<td>Room 7</td>
<td>Caramaschi</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 5</td>
<td></td>
<td>Room 9</td>
<td>Wang</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 5</td>
<td></td>
<td>Room 10</td>
<td>Henry</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 6</td>
<td></td>
<td>Room 4</td>
<td>Estes-Morrison</td>
</tr>
<tr>
<td>Daily</td>
<td>8:30am-12:00pm</td>
<td>Level 6</td>
<td></td>
<td>Room 8</td>
<td>Murray</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 6</td>
<td></td>
<td>Room 16</td>
<td>Espinoza</td>
</tr>
<tr>
<td>F</td>
<td>8:30am-12:00pm</td>
<td>Intro to Office 2013 Multilevel</td>
<td></td>
<td>Room 16</td>
<td>Espinoza/Marasigan</td>
</tr>
</tbody>
</table>

Griffith Afternoon Classes

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Class</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>12:30pm-2:00pm</td>
<td>Intro to Computers and Applications</td>
<td>Room 2</td>
<td>Iseri</td>
</tr>
<tr>
<td>M</td>
<td>12:30pm-3:00pm</td>
<td>Beginning Conversation</td>
<td>Room 3</td>
<td>Lin</td>
</tr>
<tr>
<td>MW</td>
<td>12:30pm-3:15pm</td>
<td>English Grammar - Use It or Lose It Int/Adv</td>
<td>Room 8</td>
<td>Murray</td>
</tr>
<tr>
<td>MW</td>
<td>12:30pm-3:00pm</td>
<td>ESL for Childcare Providers 1</td>
<td>Room 4</td>
<td>Estes-Morrison</td>
</tr>
<tr>
<td>TTH</td>
<td>12:30pm-3:00pm</td>
<td>ESL for Childcare Providers 2</td>
<td>Room 4</td>
<td>Estes-Morrison</td>
</tr>
<tr>
<td>TTh</td>
<td>12:30pm-3:00pm</td>
<td>Let’s Talk Conversation Int/Adv</td>
<td>Room 8</td>
<td>Murray</td>
</tr>
<tr>
<td>TWTH</td>
<td>12:30pm-2:30pm</td>
<td>English for Careers</td>
<td>Room 1</td>
<td>Iseri</td>
</tr>
<tr>
<td>TWTH</td>
<td>12:30pm-4:30pm</td>
<td>Learn English at Home</td>
<td>Room 2</td>
<td>Hall</td>
</tr>
<tr>
<td>MTWTH</td>
<td>12:30pm-3:30pm</td>
<td>Medical Terminology for ESL</td>
<td>Room 7</td>
<td>Caramaschi/Parra</td>
</tr>
<tr>
<td>MTWTH &amp; F</td>
<td>12:30pm-4:00pm</td>
<td>Pharmacy Technician for ESL</td>
<td>Room 11</td>
<td>Olayele/Wang</td>
</tr>
<tr>
<td>MTWTH &amp; F</td>
<td>10:00am-12:00pm</td>
<td>Construction</td>
<td>Room 10</td>
<td>Lynch</td>
</tr>
<tr>
<td>MTWTH &amp; F</td>
<td>1:30pm-3:30pm</td>
<td>3 Fridays 4/26, 5/31, 6/14</td>
<td>Room 16</td>
<td></td>
</tr>
<tr>
<td>MTWTH &amp; F</td>
<td>8:30am-3:00pm</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Griffith Evening Classes**

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Level</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>TWH</td>
<td>6:00pm-9:00pm</td>
<td>Levels 1 &amp; 2</td>
<td>Room 9</td>
<td>Bowyer</td>
</tr>
<tr>
<td>TWH</td>
<td>6:00pm-9:00pm</td>
<td>Level 3</td>
<td>Room 15</td>
<td>Fujii</td>
</tr>
<tr>
<td>TWH</td>
<td>5:30pm-9:00pm</td>
<td>Level 4</td>
<td>Room 3</td>
<td>Lin</td>
</tr>
<tr>
<td>TWH</td>
<td>6:00pm-9:00pm</td>
<td>Level 5</td>
<td>Room 16</td>
<td>Espinoza</td>
</tr>
<tr>
<td>TWH</td>
<td>6:00pm-9:00pm</td>
<td>Level 6</td>
<td>Room 13</td>
<td>Bellman</td>
</tr>
<tr>
<td>TW</td>
<td>5:00pm-9:00pm</td>
<td>Learn English at Home</td>
<td>Room 2</td>
<td>Hall</td>
</tr>
<tr>
<td>MTWTH</td>
<td>6:00pm-8:30pm</td>
<td>Construction</td>
<td>Room 10</td>
<td>Lynch</td>
</tr>
<tr>
<td>&amp; F</td>
<td>8:30am-3:00pm</td>
<td></td>
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</tr>
</tbody>
</table>

**HAMILTON ADULT CENTER 2606 West 182nd Street**

Childcare: Morning childcare for children ages 2-5 is available while parent is in class at Hamilton. See page 32.

**Hamilton Morning Classes**

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Level</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 1</td>
<td>Room 23/24</td>
<td>Fujii</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 2</td>
<td>Room 8</td>
<td>Bowyer</td>
</tr>
<tr>
<td>Daily</td>
<td>8:30am-12:00pm</td>
<td>Level 3</td>
<td>Room 6</td>
<td>Hernandez</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 4</td>
<td>Room 7</td>
<td>Rios Lopez</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Level 5</td>
<td>Room 14</td>
<td>Tait</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00am</td>
<td>Level 6</td>
<td>Room 5</td>
<td>Cobb</td>
</tr>
</tbody>
</table>

**Hamilton Afternoon Classes**

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Level</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTWTh</td>
<td>12:30pm-3:00pm</td>
<td>English Club Levels 1-4</td>
<td>Room 6</td>
<td>Hernandez</td>
</tr>
</tbody>
</table>

**Hamilton Evening Class**

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Level</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>TWH</td>
<td>6:30pm-9:00pm</td>
<td>Communication Skills Levels 4-6</td>
<td>Room 14</td>
<td>Staff</td>
</tr>
</tbody>
</table>

**LEVY ADULT CENTER 3420 West 229th Place**

Levy students must complete placement testing and registration at the Hamilton Center

**Levy Morning Classes**

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Level</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>TTH</td>
<td>8:30am-12:00pm</td>
<td>Multilevel ESL Lab</td>
<td>Room 3</td>
<td>Chon</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Levels 2-3</td>
<td>Room 5</td>
<td>Lynch</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>Levels 4-6</td>
<td>Room 7</td>
<td>Rogers</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-12:00pm</td>
<td>MS Excel for ESL</td>
<td>Room 3</td>
<td>Chon-Yuan</td>
</tr>
<tr>
<td>MTWTh</td>
<td>8:30am-2:30pm</td>
<td>Medical Billing and Coding for ESL</td>
<td>Room 13</td>
<td>Staff-Salter</td>
</tr>
</tbody>
</table>

**Levy Afternoon Classes**

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Level</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTWTh</td>
<td>12:30pm-4:30pm</td>
<td>Medical Assisting for ESL</td>
<td>Room 13</td>
<td>Staff-Salter</td>
</tr>
</tbody>
</table>
College Transition
Are you a college or career bound student at the advanced level of ESL? This course assists you to transition to COLLEGE and CAREERS through:
- ACADEMIC LISTENING comprehension skills
- Clear speech (oral presentations, PRO- NUNCIATION, intonation)
- Advanced IDIOMS and university level vocabulary
- Formal CONVERSATION skills
- Higher-level reading activities with an emphasis on authentic material
- ADVANCED GRAMMAR
- Writing well-organized, academic paragraphs and essays
- Advanced punctuation skills
Individual assistance from Student Support Services
MTWTh 8:30am-12:00pm Level 6
Grif Rm16 Espinoza

Career Preparation

Introduction to Computers and Applications
This is a beginning level computer class for ESL students.
- Learn computer vocabulary and keyboarding skills.
- Practice using the Internet, email, and creating documents.
- Become more confident using a computer.
Students who successfully complete this class will be able to type 20 words per minute. Get ready to take computer business courses!
M 12:30pm-2:00pm Multilevel
Grif Rm2 Iseri
ESL Multilevel Lab
Our expert teacher helps you create an individual English-language learning plan. Set goals in the areas where you most need help: listening, speaking, reading, writing, pronunciation, grammar, vocabulary, life skills, and cultural awareness. Learn computer skills such as MS Word, PowerPoint, and Internet basic skills.
TTh 8:30am-12:00pm Levels 4-6 Levy Rm3 Chon

Beginning Conversation
• Practice conversation for everyday life including for shopping, using the telephone, eating in restaurants, and more.
• Practice grammar
• Learn new vocabulary words
• Learn how to ask questions
M 12:30pm-3:00pm Levels 1-3 Grif Rm3 Lin

The English Club
Are you looking for a stress-free place to practice your spoken English? Come to our friendly classroom! Meet new people and talk about topics that are important to you. Did you hear or experience something you did not understand? Our sage teacher helps you find answers to all your questions about the English language and life in the USA. Join the club!
MTWTh 12:30pm-3:00pm Levels 1-4 Ham Rm6 Hernandez

Let’s Talk! English Conversation
It’s time to USE the vocabulary and grammar you already know!
• Talk about your life in the United States and practice conversation for REAL LIFE situations
• Learn today’s English language, the latest idioms, and slang
• Discuss current news topics
English is the world’s language. Make it yours!
TTh 12:30pm-3:00pm Levels 4-6 Grif Rm8 Murray

Communication Skills
• Use English to communicate better in everyday situations
• Practice conversation, speaking, and listening skills
• Learn vocabulary, idioms, and expressions
Meet new people and feel more confident using English!
TWh 6:30pm-9:00pm Levels 4-6 Ham Rm14 Staff

English Grammar - Use It or Lose It
Are articles awful? Prepositions a problem? Review these and other difficult details of English grammar. Improve your written and spoken English and learn more about the structure of the English language as well as spelling and punctuation rules. Brush up on your grammar in this fun class.
MW 12:30pm-3:15pm Levels 4-6 Grif Rm8 Murray

Citizenship and Distance Learning
ESL Citizenship
• Prepare for the U.S. Citizenship exam
• Study U.S. History & Government, Civics and English
• Learn vocabulary for the NEW N-400 Naturalization Application
• Practice for the oral interview
Study from home using lesson packets and return to school once each week for a 15-minute appointment to review your work and check out the next unit of study. Grif Rm2
Register at Hamilton Center (See page 6)
T 12:30pm-9:00pm
W 12:30pm-9:00pm
TH 12:30pm-4:30pm
For information call 310-533-4689, ext. 8290

Volunteers
Would you like to help students from all over the world by giving the gift of your English? Learn techniques to help students learn English as you participate in their classes. Teachers will arrange flexible hours to suit your schedule.
Please email esl@tusd.org.
TAS has now implemented formal certification testing for Microsoft© Office Specialist (MOS) and QuickBooks Certified User (QBCU). For details on these tests, please see the related section of the catalog. Other CTE courses may offer certificates of completion that are awarded based on subject competency demonstrated through class participation, quizzes, projects, tests, presentations, practicum, possible externships, as well as attendance and class assignment requirements. Specific requirements for certificate levels, course sequencing, and required competencies will be provided at the first class meeting. Note: Some courses require more than a single term to meet all certificate requirements and to complete the training programs. For information on Career Education Pathways and industry requirements, visit our website: www.tastusd.org and select the Career Technical Education section.

Torrance Adult School is accredited by the Western Association of Schools and Colleges Post-Secondary Education (WASC). Accreditation status certifies that Torrance Adult School is a trustworthy institution of learning and validates the integrity of our academic program as it supports student learning throughout life.

Get Certified!

Questions? 310-533-4689
Microsoft© Office Courses

Today, employers want job seekers to have experience using Microsoft© Office Applications. Our office application courses are designed to prepare students to use and master these popular business programs. 21st century occupations require select skills including Excel, Word, Access, and PowerPoint. Students receive a certificate of completion for each individual course by completing required assignments, tests, and simulations with a minimum average grade of 75% and maintain a minimum of 80% attendance. In addition, you will also be able to take the Microsoft© Office Specialist Certification exams for the following MS Office courses: Excel, and Word. Students currently enrolled will have access to practice tests and also have an opportunity to take the official certification test. Note: Some courses require more than a single term to meet all certificate requirements and to complete the training programs.

Microsoft© Word I/II & MOS
No Class: April 8-12 (Spring Break), May 27, 2019 (Memorial Day)
Would you like to learn how to create flyers and newsletters? Learn how to take these job skills and apply them to other fun activities such as writing, formatting, and reviewing documents. Students will learn the Basic (1) and Intermediate (2) levels upon completion. Students will be provided free access to Microsoft© Office Specialist Exam Training. The Microsoft© Office Specialist Exam is an industry test that gives students an advantage in a competitive job market. Students passing this industry exam will provide employers proof of proficiency in Microsoft© Word.
Course Fee - $65
This includes access to practice test software. Textbook price is not included in course price.
MW 8:30am-12:00pm Levy RmK2
Yuan Section 40111203
TTH 6:00pm-9:00pm Grif Rm6
Jones Section 40111023

Microsoft© Excel I/II & MOS
April 2- No morning classes from 8:00 a.m. to 1:00 p.m.
No Class: April 8-12 (Spring Break), May 27, 2019 (Memorial Day)
Are you looking for a promotion, a new job, or just want to improve your job skills? Take charge and remove the mystery out of spreadsheets. Develop or improve the ability to use Microsoft© Excel to plan and manage personal and business needs. In this Excel class, you will learn how to create charts, worksheets, and use data management tools. Learn how to take these job skills and apply them to other fun activities such as making a yard sale price list, potluck sign-in sheet, cookie sale organization list, and much more. Students will learn the skills at the Basic (1) and Intermediate (2) levels upon completion. Students will be provided free access to Microsoft© Office Specialist Exam training. The Microsoft© Office Specialist Exam is an industry test that gives students an advantage in a competitive job market. Students passing this industry exam will demonstrate high proficiency in Microsoft© Excel.
Course Fee - $65
This includes access to practice test software. Textbook required – Price not included in course price. Minimum of 80% attendance required.
TTh 6:00pm-9:00pm Ham Rm23
Taylor Section 40311123
TTh 8:30am-12:00pm Levy RmK2
Yuan Section 40311203
MW 6:00pm-9:00pm Levy RmK2
Yuan Section 40311223

Online Registration Begins February 26, 2019
www.tastusd.org
Business Finance and Accounting

Accounting
Learn how to manage business financial records. Accounting provides a general overview of the wide array of career choices in the accounting field. Practice is provided in manually and/or electronically recording business transactions in a variety of small business organizations. Emphasis is placed on a single proprietorship and a corporation for service and merchandising businesses. Topics include basic principles and procedures of the accounting cycle, analyzing transactions into debit and credit parts, journalizing transactions, posting to a general ledger, cash control systems, constructing a worksheet, constructing financial statements, recording and adjusting closing entries.

Course Fee - $65
Textbook price is not included in course price.
April 2- No morning classes from 8:00 a.m. to 1:00 p.m.
No Class: April 8-12 (Spring Break), May 27, 2019 (Memorial Day)

Accounting I (Intro to Accounting)
TTh 9:00am-12:00pm Levy Rm8
Higgins Section 4081203
TTh 6:00pm-9:00pm Levy Rm8
Donahue Section 4081223

Accounting II (Accounting with Excel)
Prerequisite: Accounting I
MW 8:30am-11:30am Levy Rm8
Marasigan Section 40812203
MW 6:00pm-9:00pm Levy Rm8
Marasigan Section 40812223

Get Certified!

Questions? 310-533-4689

CAREER EDUCATION
QuickBooks

April 2 - No morning classes from 8:00 a.m. to 1:00 p.m.
No Class: April 8-12 (Spring Break), May 27, 2019 (Memorial Day)

QuickBooks Desktop
Preferred: Certificate for Accounting I (Intro to Accounting) or work background in bookkeeping/accounting. QuickBooks is one of the core course requirements for the Finance and Business Program Certificate (see page 13).

Are you looking for a user-friendly way to conduct computerized accounting tasks from your desktop? Then this course is for you. QuickBooks is a practical application of the fundamentals of accounting and uses the computerized accounting software QuickBooks (desktop version). This program manages the business operations of small businesses and fulfills fiduciary responsibilities from an accounting, tax, and record-keeping perspective. Topics include sales process, managing expenses, bank reconciliation and transactions, financial reporting, customizing QuickBooks Desktop, inventory, time and billing, payroll setup and processing, company set up, adjustments and year-end procedures. This course provides a variety of practice materials to help students transfer textbook learning to practical applications. Qualified students will have the opportunity to take the QuickBooks Certified User (QBCU) Exam.

Course Fee - $65
This includes access to practice test software and actual testing.
Textbook required – Price not included in course price.
Minimum of 80% Attendance Required.

T 6:00pm-9:00pm Levy RmK2
Staff
Section 40830223
F 8:30am-11:30am Grif Rm6
Staff
Section 40830003

QuickBooks Online
Preferred: Certificate for Accounting I (Intro to Accounting) or work background in bookkeeping/accounting. QuickBooks is one of the core course requirements for the Finance and Business Program Certificate (see page 13).

Are you interested in conducting computerized accounting from any device that is connected to the Internet? Then this course is for you! QuickBooks Online students meet in the classroom and apply and learn the practical application of the fundamentals of accounting using a cloud-based version of QuickBooks. This program manages the business operations of small businesses and fulfills fiduciary responsibilities from an accounting, tax, and record-keeping perspective. Topics include setting up a new company, working with customers and vendors, banking and credit card transactions, managing inventory, working with balance sheets and budgets, customizing QuickBooks Online, adjusting and closing the books, and payroll. This provides a variety of practice materials to help students transfer textbook learning to practical applications. Qualified students have the opportunity to take the QuickBooks Certified User (QBCU) Exam.

Course Fee - $65
This includes access to practice test software and actual testing.
Textbook required – Price not included in course price.
Minimum of 80% Attendance Required.

Th 6:00pm-9:00pm Levy RmK2
Staff
Section 40835223
Medical Support Career Courses:
Medical Terminology * Medical Assistant
Medical Billing/Coding * Pharmacy Technician

Career Education & Allied Health Classes
Unless otherwise noted, Unless otherwise noted, all classes in this section begin the
week of March 25, 2019
April 2- No morning classes from 8:00 a.m. to 1:00 p.m.
No Class: April 8-12 (Spring Break), May 27, 2019 (Memorial Day)

Torrance Adult School is accredited by the Western Association of Schools
and Colleges Post-Secondary Education (WASC). Accreditation status certi-
fies that Torrance Adult School is a trustworthy institution of learning and
validates the integrity of our academic program as it supports student learn-
ing throughout life.

The Occupational Outlook Handbook identifies Allied Health Careers among
the employment sectors that will have the
greatest growth over the next ten years. Start now to prepare for a rewarding career
in Allied Health! Medical Terminology is
the foundation course preparing students
for their chosen health occupations path-
way. Computer competency is a job skill
that employers look for when hiring new health care employees. Students should
become proficient in keyboarding, be able
to use Microsoft© Word and Excel for job
related tasks, as well as have basic com-
puter skills for the health profession. All
Allied Health training applicants need to
have a high school equivalency exam or
high school diploma or be enrolled in a
program to complete the necessary course
work required. Proof of either high school
equivalency exam or high school diploma
will be required if students take a state or
national certification exam after complet-
ing the course, as well as proof of a live scan. Students should complete the Hepati-
tis B series of inoculations.

All health program students are required to
wear a school uniform with the school logo
on it. The cost for each set is $25. Students
will need to purchase student liability insur-
ance for the duration of their program. The
cost is $23. Students must also obtain a valid
CPR card before their externship begins. A
CPR class is offered in each program for
$65. The instructor will provide students
with all necessary information on the first
meeting of class.

Medical Terminology / Anatomy
March 25, 2019 through June 13, 2019
No Class: April 8 - 12, May 27
This foundational health care occupations
course is recommended for everyone planning
on a career in the healthcare field. Knowledge
of medical terms, parts of the body, and com-
mon medications will be valuable in the Phar-
my Technician, Medical Billing/Coding, and
Medical Assistant training programs. Prepare
for a career in health by learning the “Language
of Medicine” & Anatomy, which are founda-
tional courses for all medical support occupa-
tions. You’ll discover prefixes, suffixes, and
combining forms that are medical and pharma-
ceutical terms. Discover body systems and the
terms identifying each. Textbook cost is subject
to publisher pricing and must be purchased on
the first day of class. Information provided at
first class meeting.
NOTE: This course should be considered at
least a co-requisite to all the other available
medical courses.

$55
MW 6:00pm-9:00pm  Levy Rm13
Batson
Section 50200223
TTh 6:00pm-9:00pm  Ham Rm6
Parra
Section 50200123
Medical Assisting
February 25, 2019 through July 25, 2019
No Class: April 8 - 12, May 27, July 4
For completion of the Medical Assistant course, you will need to complete a 20-week classroom program along with 160 hours of externship working in a medical office. The responsibilities of a Medical Assistant (MA) help physicians carry out procedures, care for patients, take histories, schedule appointments, perform simple lab tests, and administer medications. This course combines 4, 5-week educational modules of classroom/skills, lab training/electronic health records with an additional 160-hour externship for more hands-on practice at an outpatient facility. The textbook and workbook may be purchased in class. The cost is subject to the publisher’s pricing. Information is provided at the first class meeting. Students will be required to complete an assumption of risk form, prepare a resume, interview, and may be required to complete a live scan, provide immunization records, a physical exam, and TB testing in order to qualify for some externship positions. A CPR class will be given before completion of the classroom portion. Students who have medical or other issues that may affect their participation or require accommodations must notify the instructor and the Career Education Office prior to registering for classes. Students must maintain a minimum attendance of 85% in order to meet the classroom attendance requirement. A class syllabus is provided to students at the first class session. NOTE: Medical Terminology/Anatomy should be considered at least a co-requisite for this course.

$1,299
MTWTH 12:30pm-4:30pm Levy Rm13 Salter Section 50400212
MTWTH 5:00pm-9:00pm Levy Rm16 Friend Section 50400222
NOTE: To all evening students you will need to register in module “D” for the afternoon session from 12:30pm to 4:30pm. No evening classes available for the summer session.

Pharmacy Technician
No Class: April 8 - 12, May 27
Late start on Tuesdays only. Class begins at 10 am on Tuesdays.
Prepare to become an entry-level pharmacy technician by learning concepts of pharmacology, standards, ethics, pharmacy calculations, record keeping, and customer service. You will successfully complete the classroom portion of the course and then receive hands-on experience while completing a 120-hour externship. Upon completion of all requirements, you will receive both an affidavit as proof of completion, as required by the state, and a TAS Certificate of Completion. Employers recommend keyboarding skills for all pharmacy technician students. Textbooks for this course are subject to the publisher’s pricing and must be purchased on the first day of class. Students must maintain a minimum attendance of 85% in order to meet the state minimum classroom training requirement. NOTE: Medical Terminology/Anatomy should be considered at least a co-requisite for this course.

$799
MTWTHF 8:30am-12:00pm Levy Rm15 Wang Section 50600203

Medical Billing and Coding
No Class: April 8 - 12, May 27
Late start on Tuesdays only. Class begins at 10 am on Tuesdays.
Prepare for a future in medical billing and coding and qualify for a job working in a physician’s office, clinic, and many other health care organizations. The number of jobs in this area is expanding and will continue to grow for many years to come. You’ll be prepared to take the national certification exam with the AAPC and the Billing Specialists exam with NHA. After successfully completing the classroom portion, you will then be placed on a 160-hour externship for hands-on experience with a billing company or outpatient clinic. Be sure to register early to save a place in this popular course.

$2099
Textbook price is included in course price.
MTWThF 8:30am-12:00pm Levy Rm13 Washington-Salter Section 0010203
Construction
April 15th - June 28th
This class is for any adult learner who has a goal of working in construction, it provides a special focus on immigrants and English language learners. In this class, we integrate and apply all language skills, (speaking, listening, reading, and writing). Topics include:
• Career options and requirements to work in construction
• Safety related language
• Tools and equipment
• Measurements and common terms used on job sites
Students in this class will have an opportunity to handle tools and equipment, but they will not use them to do any work.
Students who complete the program will be prepared to apply for an apprenticeship program. Admittance in apprenticeship programs or confirmation for jobs is not guaranteed.

Regular attendance is mandatory. Students must maintain a minimum attendance of 95% in order to meet the Construction program requirements. Students must have a high school diploma or secondary school transcripts, a Social Security number, and a Right to Work permit.
Fees: $65 CPR Certification/ $100 OSHA Certification.
From March 25 to June 28
MTWTH 1:30pm-3:30pm & F* 8:30am-3:00pm
Grif Rm10 Lynch Section 41000013
From April 15 to June 28
MTWTH 6:00pm-8:30pm & F* 8:30am-3:00pm
Grif Rm10 Lynch Section 41000023
*3 Fridays: April 26th, May 31st and June 14th

Parenting the Infant
(Adult comes with child)
This class is for parents with babies, newborn to 15 months, and covers body fitness exercises, relaxation techniques, growth, and development. Parents enter parenthood with confidence and good parenting skills. Novice parents learn to relax and enjoy their new role, while babies happily reap the loving benefits.

$69
F 9:00am-11:00am Ham Rm1 Mosley Section 21710103

Parenting the Two-Year-Old
(Adult comes with child)
Parents of two-year-olds participate in activities designed to promote positive learning experiences. This course encourages the understanding of the ages and stages of normal growth and development. Topics of discussion include discipline, sharing, weaning, toilet training, language development, and sleeping habits.

$85
Th 9:00am-12:00pm Levy K1 Cabrera-Mora Section 21712203

Parenting classes offer great learning activities where parents and children learn and play together. Adults come with their child to class.
The parent or other adult attending our parenting classes with a child is the student. When completing registration forms, information should be about the ADULT student. This is the ADULT name and ADULT birthday of the ADULT coming to class.
Register Now - Don’t Wait!
Minimum enrollment of 20 is needed to open classes.
IF THE CLASS YOU WANT IS FULL – PLEASE SIGN UP FOR ANOTHER CLASS.
LOOK FOR THE CORRECT AGE RANGE OF YOUR CHILD.
All classes in this section begin the week of March 25
No class April 8-12, May 27

Questions? 310-533-4689

Questions? 310-533-4689
**Focus on Music Plus**  
(Adult comes with child)  
This expanded program includes music and movement activities using various instruments and other accessories. Additionally, the parent and child engage in story time, art time, and outside play time specifically designed to encourage curiosity and interest. This class promotes listening skills, following directions, and body awareness. $85

1-4 Year-Olds  
M 9:00am-12:00pm  
Cabrera-Mora  
Section 2172103

1-4 Year-Olds  
T 9:00am-12:00pm  
Mosley  
Section 21721103

9 mos. To 2 1/2 yrs.  
W 9:00am-12:00pm  
Mosley  
Section 21720103

**Parenting the Toddler**  
(Adult comes with child)  
Parents and toddlers, 12 to 24 months old, share a special time together as they eagerly explore the classroom activities designed specifically for this age. These lively children grow rapidly in physical and verbal abilities, and parents learn and discuss the important physical and social changes occurring. Helping parents to understand and accept each child as a unique and special individual is an important focus of this class. $85

Th 9:00am-12:00pm  
Moses  
Section 2171103

**Parenting the Pre-Schooler**  
(Adult comes with child)  
Parents and their pre-schoolers, 2 1/2 to 5 years old, engage in quality enrichment activities including art, music, and games, with a major emphasis on communication and cooperation skills. Adult discussion addresses physical and social development, as well as teaching techniques that encourage positive behaviors. Parents take time to play, laugh, and share with their child during these important years of childhood development. $85

W 9:00am-12:00pm  
Cabrera-Mora  
Section 21730203

**Decorative Painting**  
Afternoon Session-April 4-May 16 (6 sessions)  
No class April 11  
Evening Session-April 18, April 25, May 9 (3 sessions)  
Learn this popular painting technique that shades, highlights, and blends all in one stroke of your brush. Paint gifts for family and friends or something special for your home. With this fun, quick, and easy technique, you can paint on glass, wood, tin, fabric, furniture and even on walls. You don’t have to be an artist, and it’s for people of all ages.  
(Fee does NOT include materials)  
Afternoon Session-$79  
Th 1:00pm-3:00pm  
Numamoto  
Session 2003013

Evening Session-$59  
Th 6:30pm-8:30pm  
Numamoto  
Session 2003023

**Oil Painting**  
April 23-May 28  
Under the supervision of the teacher, students use basic principles and techniques of oil painting, learn basic composition, color theory, and various other oil painting ideologies and practices. Themes include floral, seascape, landscape, still life, portraits, and other painting topics. Students provide their own tools and supplies. $85

Tu 1:00pm-4:00pm  
Strickler  
Section 20010213

**Taste Painting**  
(Adult comes with child)  
Afternoon Session-May 23-June 13 (4 sessions)  
Evening Session-May 23, June 6, June 13 (3 sessions)  
Come learn the basics of Tole painting which has been around since the 1800s. It’s a form of decorative painting that anyone can learn and can be applied to many different surfaces such as wood and tin. Written instructions, a photo of the finished project, along with the pattern, are provided. Instructor guides you with step-by-step instruction on how to prepare your surface, transfer your pattern, and how to protect your painting once it’s completed. All levels are welcome. No painting experience necessary. Supplies will be discussed the first day of class. $85

Th 1:00pm-3:00pm  
Numamoto  
Section 20040213

Th 6:30pm-8:30pm  
Numamoto  
Section 20040223

**Arts and Crafts**
Dance: Line Dance – Beginner
Monday Class: March 25-June 10
No class April 8, May 27
Wednesday Class: March 27-June 12
No class April 10
Learn the basics of line dancing by doing easy dances. Learn the step patterns for dances including: Cowboy Hustle, Strait Cha Cha, Waltz Across Texas, Black Velvet, and many more. No partners necessary. Dress casual and have fun!

$29
M 6:00pm-7:00pm  Ham Multipurpose
Lipinski  Section 20310123
W 6:00pm-7:00pm  Levy Multipurpose
Lipinski  Section 20310223

Dance: Line Dance-Improver
Monday Class: March 25-June 10
No class April 8, May 27
Wednesday Class: March 27-June 12
No class April 10
After learning the basics, move up to the next level of line dancing. Learn the newer dances being done at the socials in the South Bay as well as more of the classic dances.

$29
M 7:00pm-8:00pm  Ham Multipurpose
Lipinski  Section 20315123
W 7:00pm-8:00pm  Levy Multipurpose
Lipinski  Section 20315223

Dance: Western Couples Dance
March 27-June 12
No class April 10
Learn Cowboy Cha Cha Country Waltz, Two-Step, Schottische, Denver Cha Cha, and more. No partner necessary.

$29
W 5:00pm-6:00pm  Levy Multipurpose
Lipinski  Section 20320223

Hula & Polynesian Dance
April 15-June 10
No class May 27
This class is for those who want to learn basic hula in a relaxed environment for fun and exercise. Students learn the proper way to move their hands, feet, & hips. Class will go over Hawaiian hula classics with a touch of Tahitian and Samoan dances as well.

$39
M 6:30-7:30pm  Levy Multipurpose
Laolagi  Section 20330223

Korean Level 1 Conversational
March 27-May 22
No class April 10

$89
W 7:00pm-9:00pm  Levy Rm7
Lee  Section 21310223

Korean Level 2 Conversational
March 25-May 20
No class April 8

$89
M 7:00pm-9:00pm  Levy Rm7
Lee  Section 21311223

Spanish Level 1 Conversational
April 15-June 10
No class May 27
$55 (does not include textbook)
M 6:30pm-8:30pm  Grif Rm7
Spiegel  Section 21320023

Spanish Level 2 Conversational
April 16-June 4
$55 (does not include textbook)
T 6:30pm-8:30pm  Grif Rm7
Spiegel  Section 21321023

Spanish Level 3 Conversational
April 17-June 5
$55 (does not include textbook)
W 6:30pm-8:30pm  Grif Rm7
Spiegel  Section 21322023
Notary Public Course (California)
April 25
California needs additional professional notaries! This class provides the new, or previously commissioned, Notary Public with the education and skills to pass the state examination, detect fraud, and be successful in a new career. There is a growing need for Notaries Public in the expanding financial, real estate, business, and law professions. The State Certification test will be given immediately following this class. Bring a separate $40 check or money order (no cash or credit card) payable to the Secretary of State, a 2” x 2” color passport photo, a #2 pencil, and a sack lunch. California driver’s license or identification card required. [If you want to take the test only: Call the office (310-533-4689, ext. 8400) to reserve a seat. Arrive at 4 p.m. and have your payment to the Secretary of State, your passport photo, and pencil. There will also be a $10 cash service charge for which you will receive a receipt.]

$129
Th 9:00am-4:00pm Levy Rm2
Peaveyhouse Section 21920203

Personal Finance

Stock Market Beginning
May 1 & May 8
Fundamentals of investing will be introduced. Strategies to be discussed include stocks, bonds, money market funds, mutual funds, international stocks, and methods for implementing a personal investment portfolio. Topics such as earning more from CDs, maximizing return in IRA accounts, and the impact of taxes on investments will also be presented.

$69
W 7:00pm-9:00pm Critelli Grif Rm14

Stock Market Intermediate
May 15 & May 22
This course offers a more advanced presentation of stock market trading techniques. The class focuses on the evaluation and understanding of stock charts, sector investing, hedging for the individual investor, closed and listed funds, and how to find values in a speculative market.

$69
W 7:00pm-9:00pm Critelli Grif Rm14

Taxes in Retirement
May 1
Learn how to generate tax-free income by using overlooked tax tips per IRS Guidelines. This course is ideal for those who want to retain more of their hard-earned nest egg. Taxes are scheduled to increase by as much as 25% on 1/1/2026. Discover strategies that benefit you and your family from the new tax changes. Plan ahead while taxes are still on sale!

$29
W 6:30pm-8:30pm Levy Rm2
Basile Section 21941223

Maximizing Retirement Income
May 7
This informative and educational class will help you gain insight to maximize your income in retirement. Find out if you can retire comfortably and do the things you want. We will discuss how to project your retirement income, ways to prevent you from outliving your money, and allocation of your investments for maximum income with safety. We will also examine when to apply for Social Security benefits as well as various investment options including stocks, bonds, mutual funds, annuities, and real estate. If you are recently retired or contemplating retirement soon, this class is a must!

$35
T 6:30pm-9:00pm Critelli Grif Rm14
Rakness Section 21942023

Register online www.tastusd.org
Financial Aid & Understanding Your Real College Costs
April 18-May 9
Worried about the high cost of college? It's never too early to learn about and plan for college financing and financial aid. This course is designed to empower parents and reduce student stress in the college search and selection process. We will delve into the tools to navigate college savings & planning efforts, provide an in-depth overview of the financial aid application processes, including the FAFSA and eligibility for Federal, State, and institutional financial aid. By the end of the course, students will know what projected total college costs will be.
NOTE: High school students are encouraged to attend with parents!

Social Security
May 14
Choosing when and how to claim Social Security benefits is one of the biggest financial decisions Boomers face today. Failing to use the right strategy can cost you a lot of money in unclaimed Social Security income over your lifetime and potentially put your surviving spouse at financial risk. Join us in this informative class where we will explore the ways in which you can maximize your benefits. Gain the knowledge necessary to make an educated and confident election decision.

Real Estate Investing Mastermind
April 4
Join experienced real estate investor and mortgage broker Athena Paquette for this riveting and informative class on how YOU can create passive income with real estate investing. Includes workbook. Ideal for beginning and experienced investors.

POUND Rockout Workout
March 27-June 12
No class April 10
Sweat, sculpt, & ROCK in this 60-minute jam session inspired by the infectious and energizing fun of playing drums. You will become the music in this full-body workout that combines cardio, conditioning, and strength training with Yoga and Pilates-inspired movements. Designed for all fitness levels, this class provides the perfect atmosphere for letting loose, getting energized, toning up, and rockin’ out!

Physical Fitness

T’ai Chi
March 25-June 12
No class April 8-12, May 27
T’ai Chi Chuan is a slow-motion exercise program for relaxation and health. Learn the history, philosophy, and the basic moves of this ancient art for modern people. T’ai Chi is excellent exercise for stress reduction and relaxation. Wear comfortable shoes and clothing.

Questions? 310-533-4689
Yoga for Physical Fitness, Beginning
March 27-June 12
No class April 10
Practice various yoga poses to improve your flexibility, balance, and strength. This is in coordination with deep breathing, increasing your mental calmness, heightening body awareness, and reducing stress. Students must bring their own yoga mat to class.

W 5:30pm-6:45pm Levy Rm21
Eichel Section 22440223

$49

Yoga for Physical Fitness, All Levels
March 25-June 13
No Class: April 8-12, May 27
Do you want to improve your flexibility, balance, posture and overall well-being? Yoga for All Levels will help you with all of those goals through calming yet challenging poses and flows. Students must bring their own yoga mat to class.

MTh 4:30pm–5:30pm Anza Cafeteria
Ordorica Section 22442953
TTh 9:30am–10:30am Griff Snack Area
Ordorica Section 22442003

$69

Reiki: Balance Your Energy & Balance Your Life
April 2
Each day seems to bring more stress until we feel out of control with no “down” time, resulting in negative health issues. Reiki is a gentle, non-invasive way to get “back on track.” This informational lecture provides a basic understanding of Reiki. Techniques will be demonstrated and class ends with a guided meditation.

$35

T 6:00pm-8:30pm Griff Rm15
Sanders Section 22150023

Get Fit Fast
March 26-June 13
No class April 8-12
This individualized fitness program is designed to assist students in understanding how to assess their own personal muscular weaknesses, provide exercises and movements for their personal strengthening, use their own body weight, (no equipment or apparatus necessary), and “tweak” movements for their particular needs. Students also learn how to adjust movements from beginning to intermediate and intermediate to advanced. A certified personal trainer, with over 14 years of experience, teaches the class.

$89

TTh 8:00am-9:30am Levy Rm1
P. Valentine Section 22131233
TTh 9:30am-11:00am Levy Rm1
P. Valentine Section 22131203

Strength and Cardio Intervals for Body Sculpt and Fitness
Tuesday class: March 26-June 11
Thursday class: March 28-June 13
No class April 8-12
This total body workout, if done consistently, increases muscle strength, bone density, lean body mass, metabolism, improves coordination, and balance. All major muscle groups are engaged with the use of hand weights and floor exercises. Dance-like cardio intervals are performed to lively, motivating music to elevate the heart rate and burn calories. Get a total body workout while having fun! Includes mat exercises for abs, stretches, and a cool-down period to relax the muscles and mind. Bring a mat and hand weights (3-5 pounds). Wear loose clothing and athletic shoes.

$45

T 6:00pm-8:30pm Griff Rm1
P. Valentine Section 22131233
Th 6:30pm-8:00pm Levy Multipurpose
Platus Section 22120223

Aerobic Exercise - Over 40 Shape-Up
March 25-June 12
No class April 8-12, May 27
No matter what shape you are in now, this is the place to improve your fitness level, stamina, strength, and muscle tone. Wear comfortable clothing and bring a mat or towel.

$65

MW 5:00pm-6:00pm Jefferson Cafeteria
Rock Section 22110723
MW 6:00pm-7:00pm Jefferson Cafeteria
Rock Section 22110753

Register online www.tastusd.org
Physical Fitness
Older Adult/55+

These classes are designed to improve skills in balance, strength, flexibility, agility, and coordination. Physical Fitness classes are designed with the following levels of difficulty:

{} = Beginning Level (no previous experience required)
{} = Intermediate Level (previous experience or ability is recommended)
{} = Advanced Level

If you have questions, call 310-533-4689, ext. 8300.
*** This class is offered in collaboration with the City of Torrance Parks and Recreation Community Services.

Fitness Difference for Seniors
March 25-June 12
No class April 8-12, May 27
Join the fun! Class emphasizes movements for particular areas of the body. Exercises include strength, flexibility, endurance, balance, coordination, and body mechanics. Friday class features partner exercise, dancing, and more! Bring hand weights and a mat.

$79
MWF 8:05am-9:35am
Bartlett Sr. Center. ***
Wulff  Section 22130303

Bonnie Wulff is a CA credentialed Physical Fitness instructor who is trained in agility, balance, and coordination. The ABCs!

Music

Learning to Play the Guitar
March 25-May 20
No class April 8
Beginners learn basic techniques and simple songs. Intermediate students focus on more advanced techniques and apply them to songs. Students must furnish their own guitar to participate in class.

$69
M 7:30pm-9:00pm Grif Rm9
Ellis  Section 21520023

Learn to Play the Ukulele
Monday class: March 25-May 20
No class April 8
Wednesday class: March 27-May 8
No class April 10
The ukulele is an instrument beloved by those who enjoy Hawaiian music. Students, in this course, learn simple chords, strums, and plucking patterns. The techniques will be applied to fun, simple songs. All students must bring their own “tunable” ukulele. Only soprano, concert, or tenor size is allowed to participate in the class.

8 meetings-$69
M 6:00pm-7:30pm Grif Rm9
Ellis  Section 21530023

6 meetings-$55
W 7:00pm-8:30pm Ham Rm8
Chang  Section 21530123

Community Interest classes are fully funded by student fees
T’ai Chi-Qi Gong  🌟🌟🌟

Beginning: Level 1
March 25-June 10
No class April 8, May 27
Increase your strength, endurance, balance, and stress resilience. Learn various ancient Chinese Qi Gong exercises and the first part of the T’ai Chi Chu’an long form. Students must be able to stand throughout the class. Wear athletic shoes with a low grip.

$55

M 1:15pm-2:45pm Levy Multipurpose
Guillermo Section 22310213

T’ai Chi-Qi Gong  🌟🌟🌟

Intermediate Level 3
March 29-June 7
No class April 12
The Level III class is for students who have completed the Level II intermediate class and are interested in continuing their practice of Qi Gong and T’ai Chi Chu’an. Students deepen their skills in cultivating life force energy and increasing the flow of “chi” throughout the body. The T’ai Chi Chu’an Short Form will be reviewed. New postures of the Yang Style Long Form will be introduced and practiced.

$55

F 11:30am-1:00pm Levy Multipurpose
Guillermo Section 22312203

Cardio Salsa!  🌟🌟🌟

Beginning
March 29-June 7
No class April 12
Cardio + Salsa + Merengue + Line dancing = fun, fun! Learn the popular dances in the Latin beat. Add line dancing and swing and you have a dynamic cardio workout! Stretching and cool down exercises are included. Wear comfortable shoes for dancing.

$45

F 11:05am-12:35pm Ken Miller Ctr***
Guitterez Section 2212803

T’ai Chi-Qi Gong  🌟🌟🌟

Level 2
March 28-June 13
No class April 11
The Level II class is open to students who have taken the Level I beginning class and are interested in continuing their practice of Qi Gong and the T’ai Chi Chu’an Short Form. The class is designed to improve strength, balance, focus, and relaxation. Students are supported in cultivating life force energy and increasing the flow of “chi” throughout the body. New postures will be added to the Yang Style Short Form sequence. Previously learned postures will be refined and reviewed. Students will be standing throughout the class. Wear low-grip shoes.

$55

Th 11:00am-12:30pm Levy Multipurpose
Guillermo Section 22311203

T’ai Chi-Qi Gong  🌟🌟🌟

Advanced Level 4
March 28-June 13
No class April 11
The Advanced Level IV class is for students who have completed the Level 3 intermediate class and are interested in mastering various forms of Yang Style T’ai Chi Chu’an and continuing their Qi Gong practice. Students will be supported in deepening their skills in cultivating life force energy and increasing the flow of “chi” throughout the body. Attention will be given to continuous refinement of the Yang Style Short Form, Long Form, and Fast Forms.

$55

Th 1:15pm-2:45pm Levy Multipurpose
Guillermo Section 22313213

Cardio Salsa!  🌟🌟🌟

Intermediate
March 29-June 7
No class April 12
Engage in an aerobic workout while learning new dance steps and routines for physical fitness and performance. Learn the latest Latin dances: Salsa, Cha-Cha, Merengue, and Bachata. Update your Western line-dance routines, Swing, and Ballroom dance steps. This class is for those who have taken beginning Cardio Salsa or who have some experience in Latin or ballroom dance. Partners are not necessary. Warm-up and cool-down stretches are included. Wear comfortable shoes for dancing.

$45

F 9:25am-10:55am Ken Miller Ctr.***
Guillermo Section 22122803
Yoga-2  
March 25-June 12
No class April 8-12, May 27
This class is for students who have had previous training in yoga. It includes a progression of classic positions that may increase in difficulty to develop strength, stamina, and flexibility. Relaxation, and breathing techniques are included. Students must bring their own yoga mat to class.

$69
MW 10:00am-12:00pm
El Retiro Park***
Wulff  Section  22431513

Low-Impact Aerobics
March 25-June 12
No class April 8-12, May 27
This low-impact aerobics class emphasizes a warm-up, light aerobics, stretching, balance, and strength building. Exercises are done standing and seated with some floor work. Students should be able to stand and sit without assistance. Bring a mat and weights.

$79
MWF 8:00am-9:30am
Levy Multipurpose
Valentine  Section  22111203
MWF 9:30am-11:00am
Levy Multipurpose
Valentine  Section  22111233

We offer Yoga classes designed to fit the needs of students at various levels. The Chair Yoga classes are for those who need the stretching and strengthening but do not want a floor exercise. In the Gentle, Beginning, and Intermediate classes, students must be able to maneuver from the floor to a sitting or standing position without assistance. Bring your own mat.

M 10:00am-11:00am
Tillim Center at McMaster Park***
Wulff  Section  22420503
M 9:30am-11:00am
Tillim Center at McMaster Park***
Wulff  Section  22420213

Linda Finn-Valentine has been a very popular teacher for our Aerobics and Muscle Strengthening classes for over 10 years!

Muscle Strengthening
MW Class: March 25-June 12
No class April 8-12, May 27
TTh class: March 26-June 13
No class April 8-12
Learn safe and proper techniques for upper and lower body strengthening. Improve posture, strengthen the back, assist with balance, and avoid bone loss. Students use free weights, elastic bands, and other equipment to enhance strength building. A chair aerobic routine is included.

$69
TTh 8:00am-9:30am
El Retiro Park***
Valentine  Section  22123503
TTh 9:30am-11:00am
El Retiro Park***
Valentine  Section  22123533
MW 11:00am-12:30pm
Levy Multipurpose
Valentine  Section  22123203

Chair Yoga
M class: March 25-June 10
TTh class: March 26-June 13
No class the week of April 8-12, May 27
Get the benefits of yoga in a class designed just for you. Yoga fitness exercises will be adapted to seated chair positions. Breathing, stretching, and relaxation, techniques will be included. Gain greater flexibility, strength, and confidence from this new approach to the ancient science of yoga. Primarily seated exercises. Standing exercises are optional.

$45
T 10:00am-11:00am
Tillim Center at McMaster Park***
Wulff  Section  22420503
T 1:15pm-2:45pm
Levy Multipurpose
Wulff  Section  22420213
M 10:00am-11:00am
Levy Rm21
Eichel  Section  22420233
M 9:00am-10:15am
Levy Rm21
Eichel  Section  22420203
TTh 11:00am-12:00pm
Levy Rm21
Eichel  Section  22420263

Questions? 310-533-4689
**Behavior 101 for Special Needs Caregivers**
April 15-May 6
This course is designed for adult relatives, siblings, caregivers, and friends of people who have special needs. It will be most beneficial to those who have significant contact with children exhibiting challenging behaviors and/or adults that need help with daily living skills.
$55
M 7:00pm-8:30pm  Levy Rm6
Kavoulakis  Section 23070223

**Learn Basic Sewing Skills**
April 16-May 14
If you want to learn to sew, this is the class for you! Class will include how to read a pattern guide sheet and how to sew by hand using various techniques and stitches. Students will learn sewing terminology and how to use sewing tools and apply sewing skills for simple projects to be done in class. This class is offered for beginning and intermediate sewing students.
$85
T 6:00pm-9:00pm  Levy Rm2
Jackson  Section 23080223

**Antiques and Collectibles**
April 2-June 11
No class April 9
Learn to identify and appraise a variety of antiques and collectibles. Dos and don’ts of buying, researching “finds”, and marketing them will be included in this ongoing class.
$69
T 9:30am-12:00pm  Levy Multipurpose
Strumpf/Coffey  Section 23010203

**Handweaving On a Loom**
April 16-June 4
Learn to make a one-of-a-kind scarf or fabric heirloom table linen, coverlet, or rug. Beginning to advanced students are welcome. NOTE: Take advantage of the Hand-Weaving Workshop course to complete your unfinished hand-weaving projects (see Handweaving Workshop).
$105
T 2:00pm-5:00pm  Grif Rm5
Fleming  Section 20050013

**Handweaving Workshop**
April 16-June 4
Take advantage of this workshop to complete your unfinished hand-weaving projects. This course offers you additional time to put the finishing touches on your special design. You must be simultaneously enrolled in the Handweaving On A Loom course to attend this class.
$89
T 5:00pm-7:00pm  Grif Rm5
Fleming  Section 20051023

**Write Your Life Story**
March 29-June 7
No Class April 12
Celebrities do it. Politicians do it. Why don’t you? Write the story only you know. Neither good grammar nor writing experience is necessary; memories are what count. Help preserve history by creating a family treasure. The experienced teacher makes it fun.
$45
F 9:30am-12:00pm  Levy Rm6
Willen  Section 23040203

Register online www.tastusd.org
<table>
<thead>
<tr>
<th><strong>Floral Design – Basic/Advanced</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>No class the week of April 8-12</td>
</tr>
<tr>
<td>Tuesday class: April 2-June 11</td>
</tr>
<tr>
<td>Wednesday class: April 3-June 12</td>
</tr>
<tr>
<td>Thursday class: April 4-June 13</td>
</tr>
<tr>
<td>Students should bring one or two dozen medium size roses and filler flowers (such as baby’s breath or waxed flowers) to first class meeting. Teacher will provide vase and greens. New students bring clippers to cut your flowers and a bucket to put them in. In the first hour of class, we will complete the basic flower arrangement in a step-by-step method. The second hour of class, we will complete the advanced flower arrangement. Basic students will be able to participate or observe the last hour, but it will be reserved for some basic technical arrangements. Students learn how to clean and preserve flowers and greens, wire roses, and make bows. Students also learn how to make corsages, boutonnieres, and hair pieces.</td>
</tr>
<tr>
<td>$79</td>
</tr>
<tr>
<td>T 8:30am-11:30am  Ham Rm12  Gregg Section 20911103</td>
</tr>
<tr>
<td>W 6:00pm-9:00pm  Ham Rm12  Gregg Section 20911123</td>
</tr>
<tr>
<td>Th 8:30am-11:30am  Ham Rm12  Gregg Section 20911133</td>
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</table>

<table>
<thead>
<tr>
<th><strong>Introduction to Fly Fishing</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Note: NO actual fishing will be a part of this introductory class!</td>
</tr>
<tr>
<td>April 18-May 9</td>
</tr>
<tr>
<td>Discover the enjoyment of catching trout on a fly. Learn the basic techniques of fly-fishing, what equipment is essential, and how to select it. Learn basic casting skills, why there are so many different flies, and how they relate to the trout’s food source. Discover how to “read the water” to determine the most likely areas to find fish.</td>
</tr>
<tr>
<td>$45</td>
</tr>
<tr>
<td>Th 7:00pm-8:30pm  Levy Rm5  Radocchio Section 23060223</td>
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<table>
<thead>
<tr>
<th><strong>Using Self-Hypnosis to Improve Sleep</strong></th>
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<tbody>
<tr>
<td>April 17-May 22</td>
</tr>
<tr>
<td>Approximately 1/3 of US adults experience sleep difficulties. This class will teach self-regulation strategies with self-hypnosis resulting in deep, restful, restorative sleep. Students will learn at least seven self-regulation strategies to enable muscle relaxation, deep breathing, and imagery to induce restful sleep.</td>
</tr>
<tr>
<td>$79</td>
</tr>
<tr>
<td>W 7:00pm-8:00pm  Levy Rm19  Van Zak Section 23090223</td>
</tr>
</tbody>
</table>

Questions? 310-533-4689
Thinking about teaching an adult education class?

Do you have a class you would like to teach? Wondering how to apply or how to organize the class?

For additional information please contact the Torrance Adult School Principal, Jim Jones. He can be reached at (310) 533-4689 x 8300, or via email at jones.jim@tusd.org

Publicity and Photo Release

As a student of Torrance Adult School, you may be photographed or filmed for campus or district (Torrance Unified School District) displays and for other publicity and public relation purposes. Signature on the registration form indicates your agreement for these purposes. If you feel otherwise, please submit a letter to the Torrance Adult School administrator.
How to Register Quickly and Easily for Spring 2019

Online Begins February 26.
Go to www.tastusd.org and click on the “Click Here” button to complete the required information and select the class or classes you want to take. You will need to provide your credit card information (MasterCard or Visa ONLY).

Mail Begins March 4.
Complete the registration form (see page 33) with your payment (check, money order, MasterCard, or Visa information) and mail to Levy Adult Center, 3420 West 229th Place, Torrance, CA 90505.

Fax Begins March 4.
Fax your registration form into Griffith Adult Center ONLY at (310) 972-6394.

Walk-in Begins March 8.
Complete the registration form (see page 33) with your payment (check, cash, MasterCard, or Visa information) and bring it to Griffith, Levy, or Hamilton Adult Center during office hours.
During school session: M-Th, 8am-9pm, Fri, 8am-4:30; Between sessions: M-F, 8am-4:30pm

ESL students must register in person.
HSD or ABE students must register by appointment with counselor.

Pre-Registration is Important!
Assure your seat because many popular classes fill up fast. All classes have minimum and maximum student enrollment. Classes that do not meet the minimum enrollments will be closed before the first session. Your timely registration helps keep your class open.

*Please Note:
Spring Term 2019: March 25 - June 13
Spring Break (No Classes) - April 8 to 12
Memorial Day (Closed) - Monday, May 27

Refund Policy

- Full refunds only on classes cancelled by Torrance Adult School
- A $10 processing fee will be charged for refunds and materials fees if applicable.
- All refund requests need to be processed through TAS, following our refund policy, or a $25 fee will be charged for each transaction.
- Students are not issued refunds after the start of the second class meeting.
- Textbooks are nonrefundable.
- Classes that meet one time are not refunded once class starts.
- Transfers after the second class meeting are not refunded.
COMMUNITY EDUCATION CLASS: Fees for classes in this category are determined by length of class and an estimated number of enrolled students. Community Education class fees pay for teacher salaries, use of facilities, operations, and overall clerical & administrative support. Information provided and opinions expressed by instructors are their own and do not necessarily reflect those of the members of the Board of Education, District Administration and/or Adult School Administrators. **Classes not meeting a minimum enrollment are subject to cancellation.**

MANDATED CLASSES: These are financed by the State of California. All students must attend the first class meeting to reserve their seat. **Classes not meeting the minimum enrollment are subject to cancellation one week before the term starts, and classes that do not sustain the minimum enrollment may be cancelled.**

MINIMUM STUDENT AGE: All classes are open to adults 18 and older.

ADDITIONAL FEES: Materials or service fees are needed in some classes for handouts, instructional assistants, or maintenance of equipment. Some courses require textbooks, tools, or supplies. All Community Education classes include a general material fee.

PAYING FEES: There is no in-class payment of fees. Pay all fees in the Adult Center Office.

REFUND POLICY: Refund forms are available at all Adult Center Offices.

* Full refunds only on classes cancelled by the Torrance Adult School.
* A $10 processing fee is charged for all student refund requests and materials fee if applicable.
* All refund requests need to be processed through TAS, following our refund policy, or a $25 fee will be charged for each transaction.
* Refunds must be requested before the start of the second scheduled class meeting.
* Textbooks are nonrefundable.
* Classes that meet one time are not refunded once class starts.
* Transfers after the second class meeting are not refunded.

CHILD CARE: Torrance Adult School offers child care Monday through Thursday only (not Friday) from 8:30am to 12:30pm for children aged two to five (toilet trained). Children may be enrolled only when a parent is attending a mandated class on the Hamilton campus at the same time. Parents must register for class and then bring the child’s birth certificate, 3 photos of your child (size 2"x3") and immunization records, including proof of negative TB to the childcare classroom to enroll the child.

NO SMOKING: Smoking and the use of all tobacco products, including e-cigarettes, is prohibited on all Torrance Unified School District property. This ban applies at all times to all employees, students, and visitors.

STATEMENT OF NONDISCRIMINATION: The Torrance Unified School District does not discriminate on the basis of actual or perceived ethnic group identification, religion, sexual orientation, ancestry, gender, race, color, national origin (including lack of English language skills), sex (including sexual harassment), handicap (or disability), or age in any of its policies, procedures, or practices, in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color, and national origin), Title IX of the Education Amendments of 1972 (pertaining to sex), Section 504 of the Rehabilitation Act of 1983 (pertaining to handicap), and Age Discrimination Act of 1975 (pertaining to age). This nondiscrimination policy covers admission and access to, and treatment and employment in, the District's programs and activities, including vocational education. The District has a uniform complaint procedure that allows the filing of a grievance/complaint. Local community legal assistance agencies are available. Legal resources are in the telephone book under “legal services”. Inquiries regarding the equal opportunity policies, the filing of grievances, or to request a copy of the grievance procedures covering discrimination complaints may be directed to: Mario Liberati, Director – Employment Relations, T.U.S.D., 2335 Plaza Del Amo, Torrance, CA 90509, (310) 972-6071.

EQUAL EMPLOYMENT OPPORTUNITY: Torrance Unified School District is an equal opportunity employer and is committed to an active Nondiscrimination Program. It is the stated policy of T.U.S.D. that harassment is prohibited and that all employees, and applicants, shall receive equal consideration and treatment. All recruitment, hiring, placements, transfers, and promotions will be on the basis of qualifications of the individual for the positions being filled regardless of Sex, Race, Color, Ancestry, Religious Creed, National Origin, Physical Disability (including HIV and AIDS), Mental Disability, Medical Condition (cancer), Age (over 40), Marital Status, and Denial of Family Care Leave.

STUDENTS WITH DISABILITIES: Torrance Adult School makes every effort to accommodate the needs of students with disabilities. Please contact any of our school offices two weeks prior to the beginning of class to request special accommodations and to provide recent documentation of the disability. Because Community Education (self-sustaining) classes receive no state funding support, they must be financially self-supporting. Please contact an administrator at any of the Torrance Adult School offices for assistance. There are no tuition or material fee reductions for students with disabilities.
**Personal Information:**

- New Student  ○ Returning Student

<table>
<thead>
<tr>
<th>Last Name:</th>
<th>First Name:</th>
<th>M:</th>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Address:</th>
<th>City:</th>
<th>Zip Code:</th>
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<table>
<thead>
<tr>
<th>Date of Birth: / /</th>
<th>Gender:  ○ Female  ○ Male</th>
<th>Email:</th>
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<table>
<thead>
<tr>
<th>Home Phone: ( )</th>
<th>Cell Phone: ( )</th>
<th>Student ID #:</th>
</tr>
</thead>
</table>

**Emergency Contact Information**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Phone: ( )</th>
<th>Relationship:</th>
</tr>
</thead>
</table>

**Signature:**

**Date:** / / 

By signing this form, I agree to the Internet Agreement on the TAS website under the Terms of Use and the Photo Release Agreement in the Catalog.

*If you do not agree to the Photo Release Agreement, please submit a letter to the Torrance Adult School Administrator.

**Ethnicity (Check all that apply)**

- [ ] Yes  ○ No

[ ] White  ○ Asian  ○ Black  ○ Filipino  ○ American Indian  ○ Alaska Native  ○ Pacific Islander/Hawaiian

**Native Language (Check one only)**

- English  ○ Spanish  ○ Vietnamese  ○ Lao  ○ Chinese  ○ Hmong  ○ Cambodian  ○ Parsi  ○ Tagalog  ○ Korean  ○ Russian  ○ Other

**Class Information**

<table>
<thead>
<tr>
<th>Section #</th>
<th>Course Name</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
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</table>

**Total $**

**Class Goals**

- [ ] Get a Job  ○ Retain a Job
- [ ] High School Diploma  ○ High School Equivalency (HSE)
- [ ] Enter College/Adv. Training  ○ Personal Goal  ○ Family Goal  ○ Other

**Education**

<table>
<thead>
<tr>
<th>Years of School Completed (Circle One)</th>
<th>Education Level (Check Highest Level Completed Only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary: 1  2  3  4  5  6  7  8</td>
<td>[ ] None  ○ HSE  ○ High School Diploma</td>
</tr>
<tr>
<td>Secondary: 9  10  11  12</td>
<td>[ ] Some College/No Degree  ○ 2-Year College (AA)</td>
</tr>
<tr>
<td>Post-Secondary: 13  14  15  16+</td>
<td>[ ] Technical Certificate  ○ 4-Year College</td>
</tr>
<tr>
<td>Outside of the U.S.</td>
<td>[ ] Graduate Studies  ○ Outside of the U.S.</td>
</tr>
</tbody>
</table>

**Student Status:**

- [ ] TANF  ○ Rehabilitation  ○ EDD  ○ Disabled  ○ GAIN  ○ Other

**Employment:**

- [ ] Employed  ○ Unemployed Looking for Work  ○ Unemployed NOT looking for Work  ○ Retired

**Payment Information:**

- [ ] Cash  ○ Check # ______ |
- [ ] Credit Card  ○ Visa  ○ MasterCard
- [ ] Expiration Date: / / 

**Card #: [Redacted]**

Card Holder Name: [Redacted]

**Signature:**

**Date:** / / 

Make checks payable to T.U.S.D.
Mission Statement
“The mission of Torrance Adult School is to provide high-quality, affordable, educational, and personal enrichment opportunities in an era of rapid technological, economic, and social change to empower a diverse population of adults to be effective citizens in the home, workplace, and community.”

GRIFFITH ADULT CENTER (Grif)
2291 Washington Avenue, 90501
(310) 533-4689 ext. 8300
Principal: Jim Jones

LEVY ADULT CENTER (Levy)
3420 West 229th Place, 90505
(310) 533-4689 ext. 8200
Resource Teacher English As A Second Language: Portia La Ferla
Resource Teacher Career Technical Education: Yowanda Salter
Leticia Wang

HAMILTON ADULT CENTER (Ham)
2606 West 182nd Street, 90504
(310) 533-4689 ext. 8400
Director: Dr. Wayne Diulio
Resource Teacher Adult Basic & Secondary Education: Marcia Bergen
Counselor: Paula Takamine
Veronica Nieves

Sites are open:
During school session: M-Th, 8am-9pm, Fri, 8am-4:30pm
Between sessions: M-F, 8am-4:30pm

Additional School Locations
Anza Elementary School ........................................21400 Ellinwood Drive, 90503
Bartlett Senior Center ...........................................1318 Cravens Avenue, 90501
El Retiro Park .......................................................126 Vista del Parque, 90277
Jefferson Middle School .......................................21717 Talisman Street, 90503
Ken Miller Recreation Center .................................3330 Civic Center Drive, 90503
Tillim Center at McMaster Park .............................3624 Artesia Blvd, Torrance, CA 90504
Torrance Memorial .............................................3105 Lomita Boulevard, 90505
Torrance Memorial Medical Center West Tower .......3300 Lomita Boulevard, 90505
Victor Elementary School ...................................4820 Spencer Street, 90503
(Entrance on Victor Street)
Wilson Park .........................................................2200 Crenshaw Boulevard, 90501

Enroll now!
Save your seat
www.tastusd.org
Torrance Adult School Locations

Questions? 310-533-4689

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<th>Page</th>
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<td>Beginning Conversation</td>
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<td>Tole Painting</td>
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<td>Yoga - 2</td>
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Triannual Publication - Issue Date: February 2019
ALL CLASSES ARE OPEN TO ADULTS 18 AND OVER

Spring Term 2019: March 25 - June 13
Spring Break (No Classes) - April 8 to 12
Memorial Day (Closed) - Monday, May 27
We accept Visa and MasterCard

Main Campus Locations

GRIFFITH ADULT CENTER (Grif)
2291 Washington Avenue, 90501
(310) 533-4689 ext. 8300

HAMILTON ADULT CENTER (Ham)
2606 West 182nd Street, 90504
(310) 533-4689 ext. 8400

LEYV ADULT CENTER (Levy)
3420 West 229th Place, 90505
(310) 533-4689 ext. 8200

Mission Statement

“The mission of Torrance Adult School is to provide high-quality, affordable, educational, and personal enrichment opportunities in an era of rapid technological, economic, and social change to empower a diverse population of adults to be effective citizens in the home, workplace, and community.”

Online Registration Begins Tuesday, February 26, 2019
Job Training

- Medical Terminology for ESL/ASE Students p. 6
- Medical Billing and Coding for ESL/ASE p. 6
- Medical Assisting for ESL/ASE p. 6
- Pharmacy Tech for ESL/ASE p. 6
- Introduction to MS Office 2013 and Applications p. 7
- Excel for ESL/ASE p. 7
- Childcare Providers 1 & 2 for ESL/ASE p. 7
- Construction p. 7 & p. 19

Donate to Educate!

All funds directly support TAS Students

Learning makes life better!

Register online www.tastusd.org