

NONCREDIT CERTIFICATES AND COURSES

Workforce, AEBG and Continuing Education

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Continuing Education is an umbrella term that includes noncredit, contract, and fee-based courses. Continuing education provides the opportunity for community residents to improve, upgrade, and learn new skills and knowledge. This effort responds to the need for a well-trained workforce, as well as the individual need for intellectual or cultural enrichment. The Continuing Education Program supports the mission of California Community Colleges.

Noncredit Courses

Noncredit courses are courses that meet community needs in ten instructional areas: parenting, basic skills, English as a Second Language (ESL), citizenship for immigrants, courses for the disabled, vocational courses, courses for older adults, home economics, health and safety, and workforce preparation [California Education Code, Section 84757(a) and 84760.5, and Title 5, Section 58160.] Noncredit courses are open to the public, are tuition-free, and are not offered for college credit. The College receives apportionment for noncredit courses at approximately half the rate for credit courses. Credit and noncredit courses are approved by the College's Curriculum Committee (See Section 4.D.1 for a more detailed explanation).

Noncredit courses are tuition free and are subsidized by state funds. These courses require all students to complete the Noncredit Application. Most noncredit classes do allow on-site registration on a space-available basis. Course numbers for noncredit classes start with "NC." Students seeking to enroll in a noncredit class must complete a Noncredit Application if they have not taken a noncredit course within the last semester.

Noncredit Registration Is Also Available Through WebAdvisor

If you are currently attending Southwestern College or have attended a credit or noncredit class within the last semester, you may register by WebAdvisor. To register, you must have your student identification number or your social security number, and the course and section number. This option is only available up to the Friday before the semester begins. Class adds starting with the first day of classes require a completed Noncredit Application or class add form.

Southwestern College Continuing Education

900 Otay Lakes Road, Building 660

Chula Vista, CA 91910-7299

(619) 482-6376

Office Hours: M–F, 8 a.m.–4:30 p.m.

Registration Details

CLASS CANCELLATION: Courses are subject to cancellation due to low enrollment or other unexpected circumstances. If the College has advance notice that a class will be cancelled, you will be contacted by mail or by phone. Please be sure to provide complete phone contact information on your application.

MATERIAL FEE: A material fee may be required in a few noncredit classes. Cash, check, and credit card payments are accepted.

CLASS DATE OR LOCATION CHANGE: Class dates or locations may be subject to change. Students will be notified of any date or location changes prior to the class either by mail or by phone.

Certificates of Completion

Entry Level ESL

Completion of the three sequenced ESL noncredit courses will give students the skills necessary to be ready for more advanced ESL training, entry into career technical certificate programs, or immediate entry-level English skills for employment.

Code	Title	Units
NC 108	BASIC ESL I	0
NC 109	BASIC ESL II	0
NC 110	BASIC ESL III	0

Marine Safety Service - Basic

Prepares students for entry-level jobs such as pool lifeguards and also provides preparation toward employment in open water rescue and aquatic park positions.

Code	Title	Units
NC 15	FIRST AID FOR PUBLIC SAFETY PERSONNEL- TITLE 22	0
NC 70	LIFEGUARD TRAINING	0
NC 106	OCEAN LIFEGUARDING FOR RECREATION ASSISTANTS	0
NC 1007	CPR FOR THE PROFESSIONAL RESCUER	0
NC 1010	AUTOMATED EXTERNAL DEFIBRILLATION (AED)	0
NC 1014	OXYGEN ADMINISTRATION FOR THE PROFESSIONAL RESCUER	0

Marine Safety Service - Advanced

Provides advanced training towards employment as a lifeguard, open water, and swift water rescuer and aquatic park rescuer.

Note: The Marine Safety Service Basic Certificate courses are required to complete this certificate.

Code	Title	Units
NC 1063	EMERGENCY MEDICAL TECHNICIAN FOR MARINE Safety Personnel	0
NC 1081	FIRST RESPONDER SWIFT WATER RESCUE TRAINING I	0
NC 1082	FIRE MARINE SAFETY SERVICE AUTOMATED EXTERNAL DEFIBRILLATOR/ESOPHAGEAL-TRACHEAL AIRWAY TRAINING	0
NC 1093	FUNDAMENTALS OF INSTRUCTOR TRAINING FOR RECREATION ASSISTANTS	0

Quality Home Care Provider

Home care providers play a key role in delivering critical in-home supportive services to people with physical, psychological, or emotional

challenges. This sixty-hour certificate is designed to develop and enhance home care provider's skills and knowledge; provides the foundation to prepare for further training in related health careers.

Code	Title	Units
NC 10	BUDGET AND HOME ENERGY MANAGEMENT	0
NC 33	NUTRITION AND HEALTH ISSUES-OLDER ADULTS	0
NC 40	BASIC FIRST AID AND ADULT CPR	0
NC 1050	COMMUNITY RESOURCES FOR OLDER ADULTS	0
NC 2003	HOME CARE CLIENT EXCELLENCE	0
NC 2004	CAREERS IN HEALTH CARE	0

Recreation Assistant in a Marine Environment - Basic

Code	Title	Units
NC 13	TEAM BUILDING TRAINING THROUGH SANDCASTLE CONSTRUCTION FOR GROUP LEADERS	0
NC 15	FIRST AID FOR PUBLIC SAFETY PERSONNEL- TITLE 22	0
NC 70	LIFEGUARD TRAINING	0
NC 1007	CPR FOR THE PROFESSIONAL RESCUER	0
NC 1014	OXYGEN ADMINISTRATION FOR THE PROFESSIONAL RESCUER	0
NC 1046	BASIC BOATING AND WATER SAFETY	0
NC 1052	BASIC WATER RESCUE	0
NC 1064	BOATING SAFETY PADDEL SPORTS LEADER TRAINING	0

Recreation Assistant in Marine Environment - Advanced

Code	Title	Units
NC 1000	CANOE TRIP LEADER TRAINING	0
NC 1083	LEADERSHIP TRAINING IN MARINE AQUATIC ACTIVITIES	0
NC 1093	FUNDAMENTALS OF INSTRUCTOR TRAINING FOR RECREATION ASSISTANTS	0
NC 1098	LIFEGUARDING INSTRUCTOR TRAINING	0

Recreation Assistant

Code	Title	Units
NC 40	BASIC FIRST AID AND ADULT CPR	0
NC 1007	CPR FOR THE PROFESSIONAL RESCUER	0
NC 1046	BASIC BOATING AND WATER SAFETY	0
NC 1064	BOATING SAFETY PADDEL SPORTS LEADER TRAINING	0
NC 1083	LEADERSHIP TRAINING IN MARINE AQUATIC ACTIVITIES	0
NC 1085	FUNDAMENTALS OF INSTRUCTIONAL EVALUATION AND TRAINING	0

Tax Preparation

Completion of this two-course sixty-hour certification in tax preparations will make the student eligible to become a registered tax preparer in the State of California.

Code	Title	Units
NC 113	TAX PREPARATION/INCOME TAX COURSE I	0
NC 114	TAX PREPARATION/INCOME TAX COURSE II	0