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Welcome to Sam Houston State University's Office of Continuing Education

Horizons Spring 2008







Welcome!

Continuing Education is for Everyone!

The goal of the Office of Continuing Education is to offer new experiences and challenges for the residents of Huntsville and the surrounding areas. Our courses are designed to meet your personal aims, whether to enhance opportunities for career progression, achieve life-style change or experience the sheer pleasure of learning alongside others who share your enthusiasm.

We are constantly seeking new certification courses, entry-level training classes and enrichment classes to add to our schedule. We welcome your involvement in this process, whether it is by suggestion of a new class or by offering to share a talent or passion with your neighbors. We appreciate your participation in every aspect of our program. It is, after all, for you!

Continuing Education classes are noncredit and typically there are no transcripts or grades. Noncredit courses are open to interested persons without regard to eligibility for admission to college-credit programs. Continuing Education Units (CEU's) are provided as certification when the course meets the established criteria.

Our office staff is eager to provide all the information, advice, and guidance you need to help you make a choice that is right for you. Please visit or call our office at any time to sign up for a class or inquire about new classes being scheduled. We are adding new courses on an ongoing basis and will be happy to give you a call when a subject you are interested in becomes available.

We look forward to welcoming you as a participant in our program in the near future.

If you do not find the course you are looking for, be sure and let us know. We may find others in the community have your same interests and we will develop a course for you. Complete the form and tell us what your needs are.

Horizons 2007 Fall Catalog

Department or Course Information (936) 294-4568

Questions, Comments, Suggestions? E-mail: icc_cag@shsu.edu





Continue to check out the website for our new look and great new classes!

Classes are now forming for Spring 2008 – keep checking back to see the exciting classes we have in store for you.

Career Training Bookkeeping Certified Medication Aide Certified Nurse Aide Healthcare **Healthcare Management Home Inspection Insurance Billing and** Coding **Medical Transcription Paralegal Personal Fitness Trainer Pharmaceutical Rep Pharmacy Tech Phlebotomy Time Mangement**

Technical Training
Auto CAD 2007
Comp TIATM Prep
Microsoft Certification
Networking
Video Game Design
Website Design

Introduction to Computers

Introduction to Access

Intermediate Access

Introduction to Word

Intermediate Word

Introduction to Excel

Intermediate Excel

Dates for Food Handler's classes

Online Registration Form

http://www.shsu.edu/~exl www/