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GREETINGS

Aloha,

We are excited to announce a new development at Edventure... All of our classes are now available for registration online.

Our commitment to advancing technologies has greatly increased the benefits that EdVenture offers to its lifelong learners. Whether you are interested in computer classes, renewable energy trainings, website design or online courses, we strive to bring you the latest and most valuable offerings, with the convenience and flexibility to accommodate your busy schedule.

We are always interested in your desire for growth through continuing education. Our goal is to be your resource for interesting, fun, relevant, skill-building classes and trainings.

We welcome your ideas and invite you to take advantage of a special 10% discount* on as many classes you would like to take – valid the first time you register on our new website: EdVentureMaui.com

-Lori Teragawachi Ed.D, Director
Office of Continuing Education & Training

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UH Maui College - OCET/EdVenture
310 W. Ka'ahumanu Ave
Kahului, Hawai'i 96732
Phone: 808-984-3231

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**Computers & Technology**

**Typical Course Sequence for New Computer Users:**

- **START HERE:** Computers for Beginners
- **Introduction to Windows**
- **Intermediate Windows**
- **Exploring Mac OS**
- **Introduction to Macintosh**
- **Keyboarding & Word Processing**
- **Spreadsheets for Beginners**
- **Application Software**
- **Website Development**
- **Digital Arts etc...**

**New to Computers?**

A good starting point is *Computers for Beginners*, where you will learn everything you’ll need to know to feel comfortable on a computer. Then move forward with classes that best meet your needs.

**PC or Mac?**

If you are comfortable with a Mac or PC, take any classes that your meet your skill level. If you are new to a PC or Macintosh, we recommend that you take our Computers for Beginners course followed by either Introduction to Windows or Introduction to Macintosh. You will learn how to move comfortably around your computer, organize your workspace, copy and delete files, and launch software applications. Check the individual courses for prerequisite information.

---

**Computers for Beginners**

Never used a computer before? Feel like computer terms are written in a foreign language? Well then, this course is for you. You'll explore the parts of a Windows-based computer and gain hands-on experience using a mouse, keyboard and Windows software programs. You'll also become fluent in basic “computer-speak”, demystifying the jargon, and learning computing terms like RAM, USB, GB, TB, MHz and CPU.

Equivalent course for Mac users is Introduction to Macintosh (see section on Macintosh training).

**Word Processing for Beginners**

In the world of academia and the world of business, no other technology resource has had as great an impact as word processing. This course will help you master the fundamental skills involved in word processing. You’ll learn how to work your way around a keyboard as you execute basic operations: creating, editing, formatting, saving, retrieving and printing text documents.

**Required:** Introduction to Windows or equivalent experience. Follow-up Course: Microsoft Word Essentials.

**Suggested:** Familiarity with PC’s and tablet devices.

**COM6004 / Joanne Doell / $135**

| 001 | MW 5:30pm - 8:30pm | May 12 - May 14 | Lau 227 | 2x |

**Keyboard Typing for Success**

Can you type 65+ words per minute? Can you use a keyboard without “hunting and pecking”? If you haven’t had the benefit of taking a typing course, that might not be the case. Typing is 10 percent accuracy, 10 percent speed and 80 percent technique. In this course, you will learn the “key” concepts of a special typing technique that will open a world of opportunities when it comes to fast and accurate touch typing.

**COM6003 / Joanne Doell / $469**

| 001 | M 5:30pm - 8:30pm | Jun 2 - Jun 30 | Lau 227 | 5x |
Spreadsheets for Beginners
These days, you’ll be hard pressed to find a computer that doesn’t come with a spreadsheet program. What can a spreadsheet do? What sets a spreadsheet apart from a word processing or database management program? You’ll learn the answers to these questions as you master the basic functions and applications of spreadsheet programs.

Required: Introduction to Windows or equivalent experience. Follow-up Course: Microsoft Excel Essentials.

Microsoft Word Essentials
This course will show you how to turn MS Word into your most powerful productivity ally. Get the basics you need to easily create readable letters, reports and envelopes. Learn the amazing number of ways that Word has to rearrange your documents to get the look that you want. Discover how easy it is to avoid spelling errors and get help with grammar. If you are new to Word, or if you get frustrated using Word, this is the course you need to become truly skilled with this software.

Required: Word Processing for Beginners or equivalent experience. Follow-up Course: Microsoft Word Intermediate.

Introduction to Windows
Learn how to comfortably move around in Windows and become familiar with Windows terminology. Learn to use the task bar, create shortcuts, manage the desktop, work with multiple windows and more. Learn how to find and manage documents, use online help, and clean house with the recycle bin.

Required: Computers for Beginners or some computer experience. Follow-up Course: Intermediate Windows.

Intermediate Windows
This is a “must do” for anyone who owns a computer! Learn more about managing the files and folders on your system, how to keep your system running smoothly, maximize its performance and keep it safe. Learn the do’s and don’ts of software installations and explore the many customizations you can make so that Windows conforms to your own personal style.

Required: Computers for Beginners or some computer experience. Follow-up Course: Intermediate Windows.

Microsoft Word Intermediate
Think you know all the tricks in MS Word? Think again. This course will advance even the most knowledgeable participant in MS Word.

Required: Microsoft Word Essentials or trainer’s permission.

Intermediate Windows
In this class, you will explore the techniques needed to build multiple sheet workbooks and to link and consolidate data among them. Learn to work more efficiently and safely by using templates, by restricting data entry to particular information and by protecting cell contents. Tap into the power of Excel by using more functions that are built-in and Excel’s database features.

Required: Microsoft Excel Essentials or trainer’s permission.

Microsoft Excel Essentials
Microsoft Excel is one of the most powerful and versatile business tools today, but if you’re not familiar with its basic functions, formulas, commands and keystrokes, you’re setting yourself up for frustration and disappointment. Go beyond the basics and learn how to write a formula, work with a built-in function, create a chart and organize data in a list.

Required: Spreadsheets for Beginners or previous experience with Excel or other spreadsheet programs. Follow-up Course: COM6018 Microsoft Excel Intermediate.

Microsoft Excel Intermediate
In this class, you will explore the techniques needed to build multiple sheet workbooks and to link and consolidate data among them. Learn to work more efficiently and safely by using templates, by restricting data entry to particular information and by protecting cell contents. Tap into the power of Excel by using more functions that are built-in and Excel’s database features.

Required: Microsoft Excel Essentials or trainer’s permission.
Office Computing Certificate

Learn the fundamental skills required to become proficient in office computer applications. All courses in the program include extensive hands-on experience.

Recommended Preparation Courses:
Computers for Beginners
Keyboard Typing for Success.

Required Core Courses:
Introduction to Windows
Intermediate Windows
Word Processing for Beginners
Microsoft Word Essentials
Spreadsheets for Beginners
Microsoft Excel Essentials
Microsoft PowerPoint Presentations
Microsoft Access Essentials

Highly Recommended Classes (not required):
Microsoft Word Intermediate
Microsoft Excel Intermediate
Microsoft Access Intermediate

Online Alternative
Recommended Preparation Courses:
Computer Skills for the Workplace
Keyboarding

Required Core Courses:
Introduction to Windows 7 or 8
Introduction to Microsoft Word 2010
Intermediate Microsoft Word 2010
Introduction to Microsoft Excel 2010
Intermediate Microsoft Excel 2010
Advanced Microsoft Excel 2010

Highly Recommended Classes (not required):
Introduction to Microsoft Publisher 2010
Introduction to Microsoft Outlook 2010
Introduction to Microsoft Access 2010

Space is limited, so register early. At time of registration, students who plan to enter this certificate program must notify registrar in order to be eligible for certification. Students must complete certification within 24 months.

Adobe Photoshop Introduction
Adobe Photoshop is a professional image editing software used to improve, enhance, and modify photographs. Learn the significant tools and features of Photoshop by exploring image possibilities with photo repair and color correction tools. Improve your composite images by working in layers. Work with text, layer styles and filters for image effects. Students will begin with sample material to develop a composite project. This course is conducted on the Windows platform; however, Mac users are also invited because Photoshop works the same in both operating systems.

Required: Basic computer and Internet skills.

COM6023 / Ben Howard / $179
001 MW 5:30pm - 8:30pm Jul 21 - Jul 28 Lau 226 3x

[ONLINE] Intermediate Photoshop CS6
Extend your Photoshop knowledge and learn how to enhance graphics by using layers, layer masks, and other advanced photo-editing features.

Visit: http://www.ed2go.com/maui/

Online Instructor

$185 / Online Classes begin 5/21, 6/18, 7/16 or 8/20

Adobe Illustrator Introduction
Learn the fundamentals of digital drawing for logos, illustrations, posters, and web graphics. Use the pen tool to draw over bitmap scans for quality output. Create vector graphics using paths, shapes, typography and effects. Students will begin with sample material to develop a logo or drawing project. Windows and Mac users are invited, because Adobe Illustrator works the same on both platforms.

Required: Basic Windows or Mac skills.

COM6025 / Marc Antosch / $179
001 MW 5:30pm - 8:30pm Aug 20 - Sep 1 Lau 227 2x

[ONLINE] Introduction to InDesign CS5
Learn how to use Adobe InDesign CS5 software to design and produce professional-quality letterhead, brochures, business cards, and more.

Visit: http://www.ed2go.com/maui/

Online Instructor

$185 / Online Classes begin 5/21, 6/18, 7/16 or 8/20
Website Development Certificate

Learn to develop and maintain websites in this exciting certification program. Invest in your future and gain cutting edge skills taught by Maui’s Web page development experts. This program has been created to provide participants with extensive hands-on experience. Gain the skills and knowledge required for entry-level positions in the development and maintenance of websites. With Internet technology expanding into every area of business, there is tremendous demand for skilled Web professionals.

**Skills Required:** knowledge and experience in Windows or Macintosh and ability to use the Internet. (All classes are taught in the Windows environment; however, all skills taught are applicable to Macintosh computers as well.)

**Required Core Courses:**
- Doing Business on the Internet
- Web Site Marketing and Promotion
- Designing Effective Websites (Online)
- WordPress: Blogging Basics
- Creating WordPress Websites II (Online)
- HTML Introduction
- HTML Intermediate

**Highly Recommended Classes (not required):**
- Creating Web Pages (Online)
- Advanced Web Pages (Online)
- Introduction to CSS3 and HTML5 (Online)
- Intermediate CSS3 and HTML5 (Online)
- Creating Mobile Apps with HTML5 (Online)
- Introduction to Flash CS6 (Online)
- Introduction to PHP and MySQL (Online)
- Intermediate PHP and MySQL (Online)
- Mac, iPhone, and iPad Programming (Online)

Space is limited, so register early. At time of registration, students who plan to enter this certificate program must notify registrar in order to be eligible for certification. Students must complete certification within 24 months.

---

**WordPress: Blogging Basics**

Many Internet users and webmasters are using blogs like WordPress and BlogSpot to get the word out. This course goes over the basics of setting up a blog, as well as its general uses and functions. It covers themes, updates and adding pages and widgets to the navigation.

**Required:** Basic computer and Internet skills.

**COM6022 / Ben Howard / $135**
001 MW 5:30pm - 8:30pm May 5 - May 7 Lau 226 2x

**Doing Business on the Internet**

Want to make money on the Internet but don’t know where to start? This course will show you what it takes. You will learn the process of how to set up and do business on the Internet. Both pre and post-website launch concerns will be discussed. Topics include: Domain name and hosting issues, basic shopping cart setup, accepting credit cards online, and preliminary search engine optimizing. Tying in with PayPal, eBay and Amazon, and more will be examined. Examples will illustrate the use of Photoshop, Dreamweaver and Web Position Gold software.

**Required:** Exposure to computers and the Internet is helpful but not required.

**COM6028 / Ben Howard / $135**
001 MW 5:30pm - 8:30pm May 12 - May 14 Lau 226 2x

**Web Site Marketing and Promotion**

This course will discuss ways of attracting attention to your website. Learn key techniques of marketing online to both new and repeat customers.

**Required:** Knowledge of how to browse the web.

**COM6029 / Ben Howard / $135**
001 MW 5:30pm - 8:30pm Jun 2 - Jun 4 Lau 226 2x

**HTML Introduction**

Learn HTML - the language used to make web pages. This course is intended for you if you have never written HTML code, but have experience browsing the web. You will learn how to create and modify most aspects of a web page, including text display, text editing, image placement, page links, page layout and tables.

**Required:** Some Internet browsing experience and basic word processing skills, such as Microsoft Word Essentials or equivalent experience.

**COM6030 / Ben Howard / $179**
001 MW 5:30pm - 8:30pm Jun 9 - Jun 23 Lau 226 3x
**HTML Intermediate**

This course goes deeper into the actual writing of HTML code to create and modify web pages. In addition to expanding on the topics in the introductory course, participants will learn more complicated uses of HTML, such as frames displaying multiple web pages at once; feedback forms that visitors complete; email links; image maps; online forms; and META tags.

**Required:** HTML Introduction or trainer's permission.

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**Dreamweaver Introduction**

Adobe Dreamweaver allows users to create and manage a professional website while learning HTML and CSS. Learn how to create a website and define a root folder for complete file update and management. Explore the interface of key toolbars, windows and panels. Format text and images with CSS styles. Create links, tables, and streamlined navigation. Learn how to publish your site on the web. Topics discussed apply to both Windows and Macintosh versions.

**Required:** Basic computer skills, including file and folder management, finding, opening, and saving files in specific locations, opening files within an application, creating new files, selecting, copying and pasting text and images, basic keyboarding skills and basic computer commands.

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**Dreamweaver Intermediate**

Move beyond the basic HTML web page format to apply Cascading Style Sheets to starter and customized layouts. Apply external style sheets to increase design standardization and flexibility in individual content areas. Improve navigation with multiple rollover states, jump-menus and drop-down menus with Spry widgets. Expand site functionality with behaviors, forms and rich media. Employ site optimization tools for improved search engine results. Let Dreamweaver’s web development features increase overall site performance and usability.

**Required:** Dreamweaver Introduction or trainer's permission.

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Exploring Mac OS X
This is a hands-on course that covers the latest OS X operating system on your Mac computer. The course will review the user interface, menu items, the Dock, basic system settings, basic utilities and a brief review of Apple’s iApplications.

Required: Previous Macintosh Experience, Introduction to Macintosh or trainer’s permission.

Exploring iOS: Apps and iCloud for iPad and iPhone
This is a hands-on experience that goes beyond the iPhone and iPad courses. It begins to explore the vast universe known as the App store. We will explore popular apps, business apps and personal apps that will help you understand and expand your use of your iPhone or iPad devices. Bring your favorite apps or a list of apps you are looking for. Part two of the course introduces you to iCloud. iCloud is so much more than a hard drive in the sky. It is the effortless way to access just about everything on all your devices. iCloud stores your content so it is always accessible from your iPad, iPhone, iPod touch, Mac, or PC. This course will go through the creation, setup and understanding of cloud computing on your Apple devices.

Introduction to the iPhone & iPod Touch
This course covers the most popular smart phone, as well as the most popular music player on the market today, by exploring the hardware and software functions of these devices. The iPhone and iPod touch are the first computers you can put in your pocket. Find out how to take full advantage of the phone, camera, Internet, email, music and movie features of these devices.

Required: iPhone or iPod Touch and basic computer skills.

iSuite OS X Apple Apps, iTunes, iPhoto, iMovie and iWork
This three-week course in designed to introduce you to the Mac iApps. The course will cover organizational apps such as Contacts, Calendar and Reminders. It will continue into the iLife apps: iTunes, iPhoto and iMovie. The course will conclude with iWork, Apple’s “Office” suite of word processing, spreadsheets and presentation software.

Required: Basic Macintosh skills.

Introduction to Macintosh
This is an ideal course for those with basic computers skills who are new to the Mac and want to begin understanding the ins and outs of their Mac. This course introduces you to the hardware and software components of your Mac computer. The course also will introduce you to the basics of the OS X operating system.

Required: Basic computer knowledge

Exploring the iPad
Welcome to a new way of computing. This is a hands-on course that will show you how to use the new Apple iPad. The course covers the use of the multi-touch screen, setting up Internet access, email, iBooks, music, videos and downloading additional applications. The course will also discuss add-on accessories that can enhance the use of the iPad.

Required: Must have an iPad and basic computer skills.

Tuition Assistance: page 23
Mavericks 101 - OS X Support Essentials

Mavericks 101 - OS X Support Essentials is a three-day, hands-on course that provides an in-depth exploration of troubleshooting on OS X Mavericks. This course is designed to give you a tour of the breadth of functionality of OS X Mavericks and the best methods for effectively supporting users of OS X Mavericks systems. The course is a combination of lectures and hands-on case study exercises that provide practical real-world experience.

-required: Students should have the following prerequisite knowledge prior to attending this course: Basic Mac OS X knowledge and Basic troubleshooting experience.

**COM6045 / Enrique Ortiz / $1495**

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<td>TWTh</td>
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<td>Aug 26 - Aug 28</td>
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Are you interested in a new career path as an Apple Certified Support Professional?

Does your business use Macs? Do you want to?

Make an investment in your systems administrators through continuing education to maximize OS X performance.

As an Apple Authorized Training Center, EdVenture offers Apple Certifications and Exam days at our UHMC center in Mac OS X.

For more information regarding Apple certifications visit: http://training.apple.com/certification

**Apple Certification Exam Day**

As an Apple Authorized Training Center, EdVenture offers Apple Certifications and Exam days at our UHMC center. You can choose to take Apple Certification Exams at EdVenture from the following Certification Paths: Mac OS X, Pro Apps, iLife, iWork, and Xsan. For more information regarding Apple certifications visit: http://training.apple.com/certification

**COM6047 / Enrique Ortiz / $200**

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The 7 Habits for Managers: A Franklin Covey Program

This two-day workshop will provide insights and tools from Stephen R. Covey’s *The 7 Habits of Highly Effective People*, the most influential business book of our time. Designed for current and future supervisors, managers and leaders, you will learn to leverage hidden resources and unleash your untapped potential to achieve organizational goals.

**BUS6300 / Lori Teragawachi / $298**

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Managers in Training: Bringing Out the Best in Your Employees

As a manager, there are basic communication skills you want to strengthen—particularly giving feedback to employees. In this workshop, you will gain insights and tools to communicate more effectively as you discover what brings out the best in you is the same for your workers. Guided by Daniel Goleman’s 5 competencies of Emotional Intelligence, the class will work through challenging practice problems, and help you become the best manager you can be.

**BUS6369 / Phyllis Robinson / $145**

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Fundamentals of Accounting

Learn the basic skills needed to properly record and understand your business’s transactions from the receipt book to the check book, to proper financial reporting. Fundamental topics of double-entry bookkeeping include: Account classifications, debits, credits, T-accounts, liabilities, assets, owner’s equity, net income/loss, accounts payable, accounts receivable, the general ledger and journals.

**BUS6326 / Constance LeCompte / $125**

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<td>Aug 12 - Aug 13</td>
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QuickBooks Part 1

QuickBooks is a hands-on Lab course divided in two parts. The course teaches you everything you need to know to get started using QuickBooks. For QuickBooks users, it will bring you up-to-date on the current release of QuickBooks, refresh you on QuickBooks best practices, and teach you tips and tricks you may not yet be aware of. In PART 1: you will learn how to set up a new company and how to modify an existing company; maneuver in QuickBooks; set up the all-important Chart of Accounts; tax mapping; set up customers and jobs, vendors, items, and the many QuickBooks lists.

**BUS6330 / Pierce Gray / $135**

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QuickBooks Part 2

In PART 2: After a review of Part 1, you will create and customize estimates, invoices and Sales Receipts; configure QuickBooks Preferences; enter and pay bills; the ins and outs of financial reporting; go paperless using Attach; prepare Purchase Orders and receive inventory; transaction timesavers; memorized transactions; customizing reports and exporting to Excel; set up Users and passwords; QuickBooks file security; planning and budgeting; customizing the company Snapshot; and selected topics like end of year processing.

**BUS6332 / Pierce Gray / $135**

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Hawai‘i General Excise Tax & Payroll Taxes: What you need to know

New business owners, bookkeepers, office managers and administrators will learn the practical fundamentals of interpreting Hawai‘i’s General Excise Tax (GET) laws, as well as calculating and filing the correct forms for employer-related payroll taxes. Learn how to apply the correct tax rates, where to find and how to complete the required forms, and secure an understanding of your responsibilities and tax requirements related to your worker’s compensation.

**BUS6370 / Constance LeCompte / $125**

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Finding Your Niche in Today’s Job Market-Level 1
Unlock your career potential and reinvent yourself by learning the 5 invaluable steps for approaching today’s every-changing job market. In this first level class, you will learn to identify your marketable skills, talents and values which are key foundations for a sustainable career.

BUS6358 / Jasmyne Boswell / $99
001 Tu 9:30am - 12:30pm May 6 - May 13 Lau 225 2x

Finding Your Niche in Today’s Job Market-Level 2
In this final class focused on reinventing yourself, you will learn how to match your talents, skills, and values identified in Level 1 with the 5-step winning formula and create a plan of action. Required: Completion of Finding Your Niche in Today’s Job Market-Level 1

BUS6359 / Jasmyne Boswell / $99
001 Tu 9:30am - 12:30pm May 20 - May 27 KLMA 109 2x

Marketing Foundations Your Business Core
Do you want to effectively market your business but don’t know where to start? This 2-day workshop lays your brand and message foundation to set you up for a successful and effective marketing campaign. Start off on the right foot by developing the core message of your business marketing. Learn how to craft a mission statement that matters, write compelling “about” copy, identify core keywords, and so much more.

BUS6366 / Danielle Miller / $125
001 TuW 1pm - 4pm Jun 17 - Jun 18 Lau 212 2x

Marketing Hub Your Business Website
Expand your marketing reach to more customers by learning how to build a business website in a practical and straight-forward way. Using step-by-step directions and live workshops, this 2-day hands-on course will teach you how to get a domain name, design your website, and setup your website to attract and collect contact information from potential customers. Designed for small businesses who want to self-manage a website that does the work for you. Required: Completion of Marketing Foundations-Your Business Core or instructor’s consent

BUS6367 / Danielle Miller / $125
001 TuW 1pm - 4pm Jun 24 - Jun 25 Lau 212 2x

Social Marketing: Online Strategies to Grow Your Business
This 2-day workshop will enable you to implement your marketing plan to drive business growth. Learn social media marketing strategies that are effective and will give you big results for minimal budget. Identify, attract and nurture a community of loyal customers that will genuinely support your business. Map out the next year of goals and strategies to build momentum and grow your business. Required: Completion of Marketing Hub-Your Business Website or instructor’s consent

BUS6368 / Danielle Miller / $125
001 TuW 1pm - 5pm Jul 1 - Jul 2 Lau 212 2x

Are you looking for essential skills to help you do business with aloha?

Our Small Business Solutions courses will help you and your key employees “grow your business stronger” in 2014. Learn critical skills for office management; retail customer service and sales; accounting and basic recordkeeping, marketing (including social media marketing); and leadership.

• Fundamentals of Accounting
• Hawai‘i General Excise Tax & Payroll Taxes: What You Need To Know
• Finding Your Niche in Today’s Job Market
• Marketing Foundations-Your Business Core
• Marketing Hub-Your Business Website
• Social Marketing-Online Strategies to Grow Your Business
• Retail Industry Training Series
• 7 Habits for Managers
• Managers in Training, Bringing Out the Best in Your Employees
• Social Media for Small Business
• Become a Blogger

To learn more and get updates, please visit: maui.hawaii.edu/smallbusiness

Don't see the course that you need or want? We want to hear from you. Tell us what skills or certifications you need. Call 808-984-3678 or email wayne.wong@smallbusinessmaui.com
RETAIL INDUSTRY TRAINING IN EXCELLENCE

The retail sector is a cornerstone of our local economy and employers are increasingly turning to education to empower their workforce.

Retail Industry Training in Excellence (RITE) is a four-part, eight-session series designed to increase your professional skills and open the door to advancement opportunities.

This series is for current retail employees and managers, but benefits anyone interested in a retail career. The curriculum promotes uniform standards of excellence, based on industry-driven national skills standards developed by the National Retail Federation Foundation, and customized for our market in cooperation with the Maui Chamber of Commerce and the Maui Native Hawaiian Chamber of Commerce.

For more information, and the upcoming course schedule, call 984-3400.

The Small Business Solutions project is partially funded by a grant from the U.S. Department of Labor in the amount of $551,131. Funding does not pay for student costs to participate.

RITE Module 1:
The Professional Sales Associate will explore the skills and abilities most important to a successful retail career. Valuable presentation skills will help you present yourself for success. Learn active listening techniques and an easy problem-solving method.

RITE Module 2:
Effective Selling looks at the steps involved in making a sale, always ensuring that you are meeting your customer’s needs. Discover how to overcome objections and close the sale.

RITE Module 3:
Customer Service with Aloha discusses keys to excellent customer service. Practice a simple five-step method for handling customer complaints. In addition, explore the meaning of service, hospitality, courtesy, and aloha. Learn ways to make the shopping experience enjoyable. Includes tips on serving Hawai’i’s foreign customers.

RITE Module 4:
Understanding Retail wraps up the series with discussions about inventory control and merchandise display “best practices” as well as studying loss prevention, safety, and security best practices and principles of running a profitable retail business. Learn ways you can contribute to your company’s success.
Food Trends: Finding your Niche in the Specialty Foods Industry

Prepared foods are a tremendous market opportunity in Hawai‘i – whether these are sold in local and regional markets, or to global markets via export. Learn about the various channels of distribution for prepared foods, the size and growth of these categories, the features today’s consumers are seeking, and how foods can be differentiated so that they command a premium price.

Quality Assurance and Food Safety Principles

Farmers, processors, retailers and foodservice operators must have an understanding of the principles of food safety in order to minimize risk to the public. In this course, you’ll learn how to create a holistic food safety and quality system—including management commitment, facility infrastructure requirements, sanitation, pest control, personnel practices, training, microbiological testing, traceability and crisis management, food security, and HACCP. An overview of the Global Food Safety Initiative (GFSI) and third-party food safety and quality certification programs will be provided.

Food Product Development and Technology Essentials

This course will move from “farm to fork” to explore the many product development technologies that can be utilized for optimal quality and enhanced food safety. These include good agricultural practices (GAPs), cold chain management, product formulation options, thermal and non-thermal processing technologies, extended shelf-life packaging considerations, and best practices in distribution. Innovative technologies such as modified atmosphere packaging (MAP), sous vide, cook chill, and high pressure processing will be discussed as well. You’ll learn current best practices in product development, and how to optimize product quality.

Good Manufacturing Practices For Food Producers

GMPs are mandated in all food processing facilities by Federal legislation, and it’s critical that processors follow these basic instructions for making a safe, sanitary product. This course offers instruction for following GMPs along with best practices for employee hygiene, environmental sanitation and product storage and handling. It meets the general training requirements per FDA and USDA regulations for all employees at all levels within a company.

The Maui Food Innovation Center is partially funded by a grant from the U.S. Department of Labor in the amount of $759,350. Funding does not pay for student costs to participate.
FUTURE VISIONS.
INNOVATIVE RESULTS.

Edventure offers customized training programs at Maui College for businesses to promote career development and skills-based learning for your employees.

Based on best practices across diverse disciplines, expert instructors and vetted curriculum, Edventure offers customized training programs in:

LEADERSHIP & MANAGEMENT
Franklin-Covey Programs: Seven Habits • Management & Project Management Skills for First-time Supervisors

COMMUNICATION
Successful Public Speaking • Dynamic Business Presentations and Multimedia Tools

SALES & CUSTOMER SERVICE
Sales Training • Advanced Sales Techniques • Marketing for Growth and Profit • Managing Customer Service • Service with Aloha

SUSTAINABILITY BEST PRACTICES
Energy Efficiency Audits & Maintenance for Commercial Buildings & Resorts • Strategic Planning for Sustainability • Continuous Improvement Plans for Sustainability • Building Green Teams

COMPUTERS & TECHNOLOGY
Microsoft Office Training: Word, Excel, Powerpoint, Access • Apple Technical Support Certification • Mac OS & Application Training

SAFETY, SECURITY & HEALTH
OSHA • ServSafe • Quality Assurance and Food Safety Principles • CPR, AED & First Aid • Security Guard Training

TRAINING SERVICES
Edventure offers the following customized services to business clients:

• Needs Assessments
• Employee Opinion Surveys
• Behavioral Assessments
• Coaching
• Customized Course Development
• Ongoing Training and Support
• Train-the-Trainer for Customized Courses

To learn more about developing a customized training program for your business, contact:

Nicolette van der Lee
Outreach Specialist
Phone: 808.984.3231
Email: nhv@hawaii.edu
SUSTAINABLE AGRICULTURE
IT’S A LOCAL FOOD REVOLUTION

What could be more important than focusing on a sustainable, healthy, local food supply for Maui County? It matters to everyone.

Edventure offers a healthy plate of food-oriented trainings this summer.

Starting with the soil as the foundation for vibrant food, Gerry Ross of Kupa’a Farm teaches Basic Best Practices. This successful organic farmer from Kula wants all gardeners and farmers to build fabulous healthy soil that resists erosion while storing water and nutrients: vital skills to help achieve food security on our island.

Whether you have a tiny backyard, acres of land, or want to have more tools to offer your customers, the newest innovation is to create Edible Landscapes: beautiful abundance for eye-catching viewing, coupled with ready-to-eat groundcovers, trees, bushes and flowers. Instructor Evan Ryan, another well-known farmer with long-time Permaculture design and consultant experience, sees any landscape as a potential marketplace for dinner.

How about protein? Raising Chickens using the Indigenous Microorganisms of Natural Farming offers odorless, healthy egg and meat-raising for Maui entrepreneurs. While Introduction to Aquaponics explains the magical interrelationship between plants and fish, providing beginners and small-scale entrepreneurs with the fundamentals to grow-your-own protein and vegetables.

And it all comes down to the bees. Honeybees are the invisible heroes of our food supply. Countless fruits, fruiting vegetables, and nuts are utterly dependent on pollinators, especially honeybees. Beeginning Beekeeping and Intermediate Beekeeping are two new offerings covering the essential tools to hive health and management. An exciting addition is Queen Rearing, a one-day training in raising your own queens. Danielle Downey, USDA Bee Educator, instructs this sweet series.
**Edible Landscape Design**
Learn how to design, implement and maintain a professional edible landscape. Each participant will complete a design project based on skills and concepts learned in this 18-hour professional training.

| AGR6000 / Evan Ryan / $329 | 001 4W 3pm-6:30pm Jun 4-25 + Sat Jun 14 9am-1pm 5x |

**Sustainable Agriculture: Basic Best Practices Certificate**
Learn the fundamentals of composting and worm composting, soil building through cover cropping, crop rotation, soil conservation, and the principles of planting seeds, propagation, plant care and harvest of vegetables.

| Gerry Ross / $249 | 001 Tu 4:30pm - 7:30pm Jul 1 - Jul 29 Ulu 101 5x |

**Introduction to Aquaponics and Aquaculture**
Learn the basics of aquaponics, water quality, system components, types of systems, fish species choices, plant selection, and system construction. Participants will learn how to construct and manage a small aquaponics production system and produce food for home or small-scale commercial use.

| AGR6001 / Robert Howerton / $299 | 001 Sat 9am - 12pm Aug 2 - Aug 23 Lau 225 4x |

**Raising Chickens Using Natural Farming Techniques**
This training is for those interested in a backyard or small-scale commercial chicken operation. It will include how to purchase your chickens, which breeds are suitable, alternative feed programs, and hands-on construction of an odorless chicken coop using Natural Farming techniques.

**Required:** Participants are to bring their own drills, saws, hammers, staple guns and staples, wire-cutters, tape measures, pliers and 2 six foot ladders

**Coming this summer**

**Tuition Assistance:** page 23
SUSTAINABLE LANDSCAPING:  
BEST PRACTICES FOR LAND AND SEA

Beautiful landscapes abound on Maui, but excessive nutrients from landscaping fertilizers, chemical pesticides, and run-off directly affect the health of our reefs, sea life, on-shore pollinators, and fresh water resources.

INSTRUCTOR FOCUS: ANNE GACHIHI

Anne Gachuchi, a horticulturalist and educator with 20 years of experience, is teaching a series of courses this summer that offer the skills and knowledge necessary for the best practices of sustainable landscaping.

The program trains landscapers, garden maintenance crews, greens personnel, parks and recreation staff, private estates, and homeowners. Design, pruning, lawn care, irrigation, composting and soil health are the focus, as well as integrated pest management, and weed control, with a special emphasis on sensitivity for the interconnectedness of the land and sea.

“Maui home and property owners want to make educated environmental decisions. Landscaping with sustainability best practices in mind is a form of stewardship for the future of the island. Proper irrigation to minimize water usage and turf grass selection are critical components of this approach to landscaping. By respecting the health of the land and sea, beautiful landscapes can be designed and maintained cost effectively, and in harmony with Maui’s unique natural resources.”

A Certificate of Completion is offered for successful completion of each course.
Lawn Care Management
This course discusses the strategies required to maintain a healthy lawn. Also covered are the sustainable practices you can adopt to reduce the use of lawn care products, water, time and labor. Learn about the different types of turf grasses to select, and easy maintenance practices you can adopt. This course will give you specific strategies for soil improvement, what fertilizers to use and when to use them, how much to water and when, mowing practices, diseases, insects and weed control. Don’t miss this opportunity to finally get the lawn you deserve!

AGR6707 / Anne Gachuhi / $179
001 Th 9:30am - 11:30am Jun 5 - Jul 3 Lau 106 5x

Irrigation Management
This course provides landscaping crews, institutions, garden maintenance crews, green industry personnel, hotel and condo personnel, parks and recreation staff, small and large landscaping companies, home gardeners, and private estates’ landscaping crew members with the tools for efficient and more sustainable landscape water management. This course will also provide additional advantages and job opportunities for individuals interested in working in the landscape and greens industry. Topics covered include: irrigation system components and design, installation and management, types of irrigation systems, advantages and disadvantages of drip versus sprinkler irrigation systems, proper irrigation techniques, irrigation scheduling, and efficient water management.

AGR6603 / Anne Gachuhi / $179
001 Th 5:30pm - 7:30pm Jul 24 - Aug 21 Lau 105 5x

Sustainable Landscape Maintenance
This five-week, hands-on training course provides all residents, homeowners, landscapers, garden maintenance crews, greens personnel, hotels, condos, parks and recreation staff with the gardening and horticultural skills needed to conduct their jobs more efficiently and with more confidence. Topics include: landscape maintenance, landscape design principles, proper pruning techniques, lawn care management, irrigation, soil, integrated pest management, weed control and care of trees, shrubs, ornamentals (flowers) and vegetables.

AGR6604 / Anne Gachuhi / $179
001 W 9:30am - 11:30am Mar 5 - Apr 9 5x

How to Grow and Maintain Tropical Fruit Trees
This 5 week course provides comprehensive information on how to grow tropical fruits effortlessly and with more satisfaction. The tropical fruits covered in this course include: Citrus, Bananas, Papayas, Mangoes, and Avocados. Topics covered includes: choosing the right varieties of fruits to grow in a tropical setting, proper site selection and preparation, soil preparations, fertilization, pollination, training, pruning, windbreaks, insects, disease and weed control, harvesting, alternate bearing, and yield. Don’t miss this opportunity to learn how to grow fruit trees in Hawai‘i.

AGR6708 / Anne Gachuhi / $179
001 Th 9:30am - 11:30am Aug 25 - Sep 22 Lau 106 5x

WHY TAKE A SUSTAINABLE LANDSCAPING COURSE?
Horticulturalist and educator Anne Gachuhi offers her expertise.

- Learn more about sustainable gardening and ocean-friendly landscaping
- Grow healthy plants and living soil
- Acquire additional job skills for yourself or your employees
- Offer superior services to your clients
- Gain experience with gardening in the tropics
- Nurture your interest in environmental sustainability
ENERGY EDUCATION FOR A SUSTAINABLE FUTURE

Edventure and the Sustainable Living Institute of Maui (SLIM) continue to develop new courses in renewable resources, energy efficiency and best practices in sustainability.

COMMUNITY FOCUS
Michelle Tavares
Hyatt Regency Resort and Spa

As the Engineering Maintenance Manager at the Hyatt Regency Resort and Spa, Michelle Tavares is a role model of how continuing education supports personal and professional development. One of the first women to be enrolled in a Green Building course through a scholarship from SLIM, she has risen to a leadership role in supporting sustainability on Maui.

“I am currently involved with a LEED certification, and the knowledge provided through UH Maui has prepared me in recognizing all facets needed to attain this effort,” she said.

“I believe that everyone, no matter what age, loves to learn something new. The continuing education programs provided by UH Maui’s Edventure courses come with instructors that have worked in the field, and understand each course thoroughly through experience. This is better than any book you can read. The staff is remarkable, and the hands-on learning experiences translate directly to workplace skills.”

“We need to protect our future, and our children’s futures, so we all have to play our part, no matter how small or large. Renewable energy and conservation courses are very important, especially on a small island chain. Local food growing and resource management... I call it ‘getting back to basics.’ Everyone needs to rethink their way of living. These classes will help educate our island for a more promising future.”
Electricity for Beginners: Introduction to Energy Systems
Interested in renewable energy, energy management or maintenance fields? This course provides a basic overview of the field of electricity in classroom and hands-on sessions. Prepares students for further training in electricity, photovoltaic, solar thermal hot water installation and building maintenance.

**SUS6000** / Clifford Rutherford / $379

002 MTu 5pm - 8pm Jun 2 - Jun 24 8x

Battery-based PV Design
Learn the fundamentals of independent solar energy design using battery-based grid-tied and off-grid applications.

**Required:** Entry Level PV training or professional solar/electric experience

Lyman Morikawa / $895

001 S 8:30am - 5pm Jun 7 - Jun 21 5x

Advanced PV
Builds upon the core concepts from Entry Level PV and emphasizes grid-direct systems. Focuses significantly on the National Electric Code (NEC).

**Required:** Entry Level PV training or professional solar/electric experience

Lyman Morikawa / $895

001 Sat 8:30am - 5pm May 3 - May 17 5x

Solar Hot Water Heating: Servicing and Maintenance
This training includes classroom and hands-on sessions providing entry-level training in solar hot water installation. The curriculum introduces students to solar thermal hot water applications in Hawai‘i, and industry specific trade skills.

**SUS6002** / Clifford Rutherford / $239

002 MTu 5pm - 9pm Jun 30 - Jul 1 2x

SLIM is proud to present the community garden at UHMC, supported by Malama Maui Nui, the Department of Water Supply, and Ulupono Initiative! Please join us in learning to grow your own food, increase food security, and help build a greater community on Maui.

Garden beds are ready to plant. With your plot, you will receive an introductory educational class and have access to garden tools and well-prepared garden soil.

$50/yr for 4’ X 8’ plot • $75/yr for 5’ X 10’ plot
Contact Sarah McLane: smclane@hawaii.edu or call 984-3379

slim community garden
The Sustainable Living Institute of Maui

SLIM is proud to present the community garden at UHMC, supported by Malama Maui Nui, the Department of Water Supply, and Ulupono Initiative! Please join us in learning to grow your own food, increase food security, and help build a greater community on Maui.

Garden beds are ready to plant. With your plot, you will receive an introductory educational class and have access to garden tools and well-prepared garden soil.

$50/yr for 4’ X 8’ plot • $75/yr for 5’ X 10’ plot
Contact Sarah McLane: smclane@hawaii.edu or call 984-3379
Security Guard Training

Prior to employment as a guard, it is a state mandate to meet certain training requirements. These training requirements include successful completion of an initial eight hour classroom instruction preceding the first day of employment and four hours of classroom training annually. In accordance with HRS Chapter 463-7 (ACT 208), persons who act in a guard capacity (guards, agents, operatives, and assistants) and are employed by private businesses, guard agencies, or government agencies, must register with the Board of Private Detectives and Guards. Participants will receive a certificate upon successful completion of this 8-hour comprehensive training program to meet the state security guard training requirements. For more information on guard requirements and application forms visit the DCCA Professional and Vocational Licensing website http://hawaii.gov/dcca/pvl/boards/private/application_publications

Lifeguard Certification with American Red Cross

The American Red Cross Lifeguarding course provides entry-level lifeguard participants with the knowledge and skills to prevent, recognize and respond to aquatic emergencies and to provide care for breathing and cardiac emergencies, injuries and sudden illnesses until emergency medical services (EMS) personnel take over. Course consists of classroom instruction and testing in the pool. Upon successful completion students will receive a Lifeguard Certification from American Red Cross.

Note: Course tuition includes all textbook and testing fees. Day 2 of course is CPR training which is a requirement for the Lifeguard Certification.

2011 Electrician Continued Competency

Effective July 1, 1995, all electricians in categories EJ, EJI, EJS, ES, ESI, and ESS (Maintenance Electricians – EM category are exempt from this requirement) will need to complete a continued competency requirement and pay the applicable fees in order to renew their license. The deadline to renew your license is June 30, 2014. Failure to renew your license by paying the applicable fee and meeting the continued competency requirement (attending the continued competency course OR taking an exam) shall constitute a forfeiture of the license effective July 1, 2014.

Note: Classes from July 2014 through June 2015 will be available at a rate of $360 per person.

Hawai'i's Marine Naturalist

We all know that Hawai'i's waters are home to rare and interesting marine life, including whales, dolphins, sea turtles and monk seals. However, many visitors do not know that these sea creatures are under the protection of state and federal laws and they need ample room to go about their business. How do we help Hawai'i's visitors enjoy responsible viewing of our special wildlife—while keeping the wildlife from being loved to death? Tailored for tour boat crew and naturalists, this class offers an overview of some of Hawai'i’s most visible and oft-encountered protected marine life, their basic biological needs, distribution and how to assist in their protection. Students will receive a Certificate of Completion from EdVenture Maui College upon successful completion of this course.

Motorcycle Basic Rider Course

The Motorcycle Safety Foundation (MSF Basic RiderCourse (BRC) Hawai'i edition is approved for use by the Hawai'i Department of Transportation (HDOT) for Motorcycle Rider Education. Upon successful completion of the course, qualified students will be issued a licensing waiver.

Range attire: Long pants, closed-toed shoes that cover the ankle, long sleeved shirt, gloves. Personal helmet can be used if it is 3/4 or full size and has the DOT stamp. Sunglasses and sunblock are highly recommended. Bringing snacks and bottled water is highly suggested.

Industry and Trade Certification
ALEXANDER & BALDWIN (A&B) TRAINING GRANT
Through generous donations from A&B, Edventure offers individual grants for Career Training, Business and Computer courses. $100 off many courses, and 80% off most courses under $100. Eligibility based on course categorization. Limited to one grant per employee or student per year (limit of 2 employees from businesses with 25 or less employees).
Contact: Edventure, UH-Maui College
310 Ka‘ahumanu Avenue, Lau‘lima Building, Kahului, HI 96732
Ph: 808-984-3231

NATIONAL FARM WORKERS JOBS PROGRAM (NFJP)
A nationally-directed program of job training and employment assistance for farm workers, ranchers, migrant and seasonal farmworkers, and families of farm workers, to acquire new job skills in occupations that offer higher wages and more stable employment opportunities in agriculture. Up to $15000 funding available for training dependent upon eligibility based on factors including verification of employment status and income level.
Contact: MEO, Community Services Department
99 Mahalani Center, Wailuku, HI 96793
Coordinator: Rona Alexander
Ph: 808-249-2970

EMPLOYMENT CORE RESOURCES FOR LOW INCOME PERSONS (ECLIP)
A program that prepares and assists unemployed or under-employed low-income persons in obtaining and maintaining employment through approved training programs. Tuition assistance available based on eligibility factors including income level and employment history.
Contact: MEO, Community Services Department
99 Mahalani Center, Wailuku, HI 96793
Coordinator: Melanie Jaramillo
Ph: 808-249-2970

WORKFORCE INVESTMENT ACT (WIA)
The purpose of Title I of the Workforce Investment Act of 1998 (WIA) is to provide workforce investment activities that increase the employment, retention and earnings of participants and increase occupational skill attainment by participants which will improve the quality of the workforce, reduce welfare dependency and enhance the productivity and competitiveness of the Nation’s economy. Tuition assistance may be available depending on eligibility criteria.
Contact: Workforce Development Division/WorkSource Maui
2064 Wells Street, Suite 108, Wailuku, HI 96793
Ph: 808-984-2091

EMPLOYMENT AND TRAINING FUND PROGRAM (ETF)
The Employment and Training Fund (ETF) Program was established by the Hawaii State Legislature in 1991. Its purpose is to enhance business growth and improve the long-term employability of Hawaii’s people. ETF provides businesses with the opportunity to upgrade the skills of their workforce from entry-level to top management. ETF provides 50% tuition assistance, up to $250 per class. This funding is available to eligible Hawaii employers. For program information and tuition assistance, visit: http://labor.hawaii.gov/wdd/home/employers/etf/
Contact: Workforce Development Division/WorkSource Maui
2064 Wells Street, Suite 108, Wailuku, HI 96793
Ph: 808-984-2091 • Fax: 984-2090

Restrictions may apply, discounts or tuition assistance may not be combined.
Dynamic Trainings Leading to Employment in Agriculture, Health and Energy. This project was funded from a grant awarded under the Trade Adjustment Assistance Community College and Career Training Grants, as implemented by the U.S. Department of Labor’s Employment and Training Administration. CHT Hawaii is an equal opportunity employer/program and auxiliary aids and services are available upon request to individuals with disabilities.
### The Secrets of Herbs: Qualities, Applications & Their Spirit Within

The nutritional and medicinal properties of plants are essential for life. Herbs interact with our bodies, give us their spirit energy, show us the way of nature, of intuition, of heart qualities. In this course we’ll get to know some plant friends by studying their properties and how they heal, we’ll tune into their electric and magnetic energies, and learn to listen to them. This course will cover the medicinal properties of 20 important herbs, a few herbal formulas, some valued kitchen herbs, and ways to make connection with the plant world by utilizing the mind and trusting one’s direct perception.

**HLTH6624** / Malik Cotter / $179

| 001 | TTH 6pm - 7:30pm | Jul 8 - 31 | Lau 211 | 8x |

### Golf for Beginners: Playing in Paradise (Ages 16+)

This class, designed for the novice or golfers with very modest experience, will introduce you to the fundamentals of golf: stance, grip, posture, and swing mechanics. Instruction will be in the short game with chipping and putting tips. You will gain insight into the history, etiquette and rules of this popular sport.

**Note:** Instructor will notify students of equipment needs prior to class.

**FIT6615** / Francis D. Hessey Jr. / $179

| 001 | W 5:30pm-7:30pm | Jun 25-Jul 16 | Maui Lani Golf Course | 4x |

### Golf II: Staying on Course

Go beyond beginning golf with this next level golf course. You will improve your stance, grip, posture, and body mechanics to make your game the best it can be.

**Note:** Instructor will notify students of equipment needs prior to class.

**FIT6616** / Francis D. Hessey Jr. / $179

| 001 | W 5:30pm-7:30pm | Jul 30-Aug 20 | Maui Lani Golf Course | 4x |

### Introduction to Digital Photography with Ray Mains

View the world from a different angle and learn how to increase the quality of your photographs. This hands-on course will focus on the fundamentals of digital photography, including how to increase and decrease light, change white balance and improve basic composition. This course is designed for those who want to use their SLR digital cameras more efficiently and effectively. Please review the basics of your individual camera before class.

**ART6605** / Raymond Mains / $144

| 001 | S 9am - 1pm | Jun 7 - Jun 21 | Lau 225 | 3x |

### Intermediate Photography with Ray Mains

In this three-day course, you’ll continue your exploration of an SLR camera and other photographic equipment. Learn about composing, shooting techniques, filters and their usage, as well as downloading and labeling your digital files. You will be introduced to various digital photo programs and how to set up your computer for optimal workflow. You will shoot various subjects using lighting and fill lighting. Then you’ll download your files for review and editing.

**Requirements:** Bring SLR digital camera, batteries, instructional manual, and (optional) laptop computer to class with photo editing software. Introduction to Photography or prior permission from instructor.

**ART6606** / Raymond Mains / $144

| 001 | S 9am - 1pm | Jul 12 - Jul 26 | Lau 225 | 3x |

### Advanced Photography with Ray Mains

In this advanced course you will learn the basic business skills needed for a career in photography, as well as continue to shoot and edit your photos.

**Requirements:** Bring SLR digital camera, batteries, instructional manual, and laptop computer to class with photo editing software. Introduction to Photography and Intermediate Photography are prerequisites, or prior permission from instructor for advanced students.

**ART6607** / Raymond Mains / $144

| 001 | S 9am - 1pm | Aug 9 - Aug 23 | Lau 107 | 3x |

**register online**

**10% Discount**

use promo code: MAUSUM2014
### Introduction to Guitar
This course is for beginners with little or no experience with playing guitar. We will start with tuning and even learn a song in our first class. Each class session presents a song with new chords and skills in a fun progression. You will learn chords, strumming patterns, and how to read song charts in books and the Internet. Printed lesson materials are provided.

**Note:** Please bring your guitar with you to class

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<th>Instructor</th>
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<tr>
<td>ART6630</td>
<td>Joel Katz</td>
<td>$109</td>
<td>M 5:30pm - 6:30pm Jul 14 - Aug 18</td>
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### Creative Writing: Intro and More
Through a series of writing activities and exercises, tap into your imagination, explore your memories, and find your unique voice. This course is for aspiring writers who want to have fun writing poems, stories, or memoirs. We’ll begin with creative writing basics and build from there. A friendly atmosphere and interesting participants will help to jump-start the imagination for all. Bring paper, a pen, and readiness to try something new.

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<td>Ian Edmondson</td>
<td>$179</td>
<td>W 6pm - 7:30pm Aug 6 - Sep 10</td>
<td>Lau 225</td>
<td>6x</td>
</tr>
</tbody>
</table>

### Introduction to French
In this introductory course, you will learn basic French so that you can communicate while traveling in any French-speaking country. We will cover basic grammar, reading and writing skills. Participants will learn to speak and understand useful phrases and common expressions. The teacher, a French native, will use materials and texts based on participant’s needs and interests, and will emphasize on the French accent.

**Note:** French Now Level I is the required textbook for this class.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
<th>Fee</th>
<th>Schedule</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LANG6637</td>
<td>Olivia Techoueyres</td>
<td>$179</td>
<td>M,TH 6:00pm - 8pm Jul 21 - Aug 6</td>
<td>Lau 106</td>
<td>6x</td>
</tr>
</tbody>
</table>

### Learn to Play Piano
Anyone can learn to play the piano at any age. Through proven techniques, group piano instruction accelerates adult learning and enjoyment in a classroom of digital pianos and your own headphones. Not only will you be able to read notes from a score, you will also be able to play a piece from memory as well as “jam” with others on many pianos.

$144 Includes Materials (sheet music and adaptor)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
<th>Fee</th>
<th>Schedule</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENR6704</td>
<td>Anne Ku</td>
<td>$144</td>
<td>T,W,TH 6:30pm - 8:30pm Aug 19 - Aug 21</td>
<td>Kupaa 104</td>
<td>3x</td>
</tr>
</tbody>
</table>

### Conversational Spanish Level I
Learn conversational Spanish for everyday situations. This course offers introductory skills in pronunciation, using the alphabet, vowels, numbers, months, the days of the week and telling time. You will learn basic words and phrases in the context of gathering and sharing information when traveling in Latin America or communicating with Spanish speakers. There are no prerequisites. Make sure you bring your Spanish dictionary!

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
<th>Fee</th>
<th>Schedule</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LANG6708</td>
<td>Saudina Torres</td>
<td>$179</td>
<td>M,TH 6:00PM - 8pm Jul 21 - Aug 6</td>
<td>Lau 106</td>
<td>6x</td>
</tr>
</tbody>
</table>

### Reduce Your Foreign Accent
Tired of not being understood when speaking English? Learn how to improve your ability and confidence when talking to customers, colleagues and friends in English. This course will help you improve your spoken English by learning the patterns of the American speech accent and by practicing pronunciation of commonly used words, phrases and sentences.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
<th>Fee</th>
<th>Schedule</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LANG6705</td>
<td>Walt Tokishi</td>
<td>$179</td>
<td>W 6:00PM - 8pm Aug 13 - Sept 17</td>
<td>Lau 107</td>
<td>6x</td>
</tr>
</tbody>
</table>
## Introduction to Hawaiian Language & Culture

This course will introduce students to the basics of the Hawaiian language including its history, pronunciation, simple phrases and simple songs. We will also study Hawaiian history to learn about ancient society, beliefs, and various practices as well as the events that lead into the monarchial period. Discussion of the many changes that influenced the rapid changes of Hawai‘i in contemporary and modern times.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
<th>Fee</th>
<th>Schedule</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENR6703</td>
<td>Rebecca Kapolei Kilii</td>
<td>$179</td>
<td>001 W 5:00PM - 7pm Jun 4 - Jul 9</td>
<td>6x Lau 107</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>002 M 5:00PM - 7pm Jun 2 - Jul 7</td>
<td>6x Lahaina Ed. Ctr</td>
</tr>
</tbody>
</table>

## Hawaiian Mele & Mo‘olelo

Get a glimpse into Hawaiian cultural perspectives through mele (song) and mo‘olelo (story). This class will examine the kaona (hidden meaning) of some mele as well as share a variety of mo‘olelo (story) as a means to appreciate the richness of the Hawaiian culture.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
<th>Fee</th>
<th>Schedule</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENR6702</td>
<td>Rebecca Kapolei Kilii</td>
<td>$129</td>
<td>001 Sat 10am - 12pm Jul 12 - Jul 26</td>
<td>3x Lau 107</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>002 Sat 10am - 12pm Jun 14 - Jun 28</td>
<td>3x Lahaina Ed. Ctr</td>
</tr>
</tbody>
</table>

## Ancient Hawaiian Calendar

Every aspect of the existence of the Hawaiian people is based on their star, sun, and moon calendars, as it is for all other indigenous people. For most, the knowledge of these calendars is limited to the proper timing for planting and fishing. But to ancient Hawaiians, these calendars are much more—they are the answer to who they are as a people and how they are connected with all things. This class will answer a number of intriguing questions, including: When and why did the ancient Hawaiians choose to migrate to these particular islands? How were they guided here? Who was here before them?

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
<th>Fee</th>
<th>Schedule</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>ENR6701</td>
<td>Kahu Lyons</td>
<td>$129</td>
<td>001 Sat 9am - 3:30pm Jun 14</td>
<td>1x Lau 107</td>
</tr>
</tbody>
</table>

## Teaching English to Speakers of Other Languages (TESOL) Foundations

The TESOL Foundations Certificate Course is a 6-week training course providing theory and practice of English language teaching. The certificate course provides support to individuals in enhancing their professional practice and careers in serving English language learners. The course will be conducted in a hybrid format, meaning there will be one class per week at Maui College, plus two online study activities each week. After orientation to the online aspects of the class all participants should be highly comfortable with the hybrid course design. In order to attend, participants need access to the Internet, access to a word processing program such as Microsoft Word, and the ability to view PowerPoint presentations and YouTube videos. Please note that the course can be taken entirely as an online course.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Instructor</th>
<th>Fee</th>
<th>Schedule</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>LANG6709</td>
<td>Derek Snyder</td>
<td>$549</td>
<td>TH 6:00PM - 9pm Jul 10 - Aug 14</td>
<td>6x Lau 226</td>
</tr>
</tbody>
</table>

## Register Online

Get a 10% discount when you register online using promo code: MAUSUM2014
RELATIVITY WORKSHOPS

the first FILMMAKING, PERFORMING ARTS & ELECTRONIC MUSIC summer program of its kind,
created with a major Hollywood studio

// three-week immersive programs
// taught by industry insiders
// designed for teens 13-17 and adults 18+
// Maui College campus
// room and board packages available

classes start July 7th, enroll now at RelativityWorkshops.org
310.622.4136
College for Kids

Creative Writing Camp: Ghosts, Werewolves & Zombies!
Writing Basics: characters, setting, plot, point of view, editing. Bring a story you’ve begun or start in class. Other classes: Storytelling with Fingerpuppets, Warrior Chess, Art: Create a Jacket cover for the short story.
Requirement: Gr. 4-6
ENR6915 / Maria Herrera-Astura / $299 + $10 Materials
001 MTWThF 8:30am – 4:00pm Jun 2 – Jun 6 Lau 225 5x

STEM Camp I: SWOOSH! - BZZZZT!
Requirement: Gr. 4-6
ENR6916 / Karl Topper / $249 + $20 Materials fee
001 MTThF 8:30am – 4:00pm Jun 9 - 13 Lau 211 4x

STEM Camp II: Sun, Wind & LEGO Speed!
Classes: On the Sunny Side! Solar & passive solar energy experiments—s’mores and more. Windy Ways! Explore this renewable energy—hands-on activities in speed, direction, make your own windmill. LEGO My LEGO! Create simple & powered machines to explore forces of friction, balance and weight. Warrior Chess, Minecraft: Craft your own world and share with others.
Requirement: Gr. 4-6
ENR6917 / Karl Topper / $299 + $25 Materials fee
001 MTWThF 8:30am - 4:00pm Jun 16 - 20 Lau 211 5x

Cursive Kid Camp
Learn the cursive alphabet (lower case & most capitals), your signature and practice fluid writing in sentences. Other classes: Kids ‘n’ Cameras, Warrior Chess & Make Your Own Font
Requirement: Gr. 4-8
ENR6918 / Joanne Doell / $299 + $10 Materials
001 MTWThF 8:30am - 4:00pm Jun 23 – 27 Lau 106 5x
Money Smart Millionaires: Cool & Calculating!
Interactive, fun activities to help you learn about managing money in the real world. Lessons include: Hey, Where’d all my Money Go?; Real Life Finances and the Cost of Cool — credit/debit cards/checks/online accounts; Making My Money Grow; Credit, Credit, Everywhere—Keeping it Safe!; Who pays for College? Growth Mindset: setting real goals, short and long range for education, and finances. Also: Clothes Make the Man/Woman—learn ways to flatter your body type
Requirement: Gr. 6-9
ENR6920 / Wendy Heyd / $199 + $10 Materials fee
001 MTWTh 8:30am – 2:00pm Jun 30 – Jul 2 Lau 226 4x

Video Games from SCRATCH!
Are you interested in designing video games? Curious about how computer games are programmed? Learn what good game design is, how to program simple video games with animation, use existing characters, modify program details. Focus: backgrounds, sprites, motion and sound.
Requirement: Gr. Age 10+
ENR6921 / Peter Hansen / $39
001 Sat 9:00am – 11:00am Jun 7 Lau 226 1x

Personal Best: The Short Course
Notetaking for Any Subject and Study Tips the Best Students Use
Learn different ways of taking notes, organizing projects and how to study for any subject. Different materials per grade level.
Requirement: Age 10+
ENR6923 / Joanne Doell / $75 + $10 Materials fee
001 Sat 9:00am - 1:00pm Jul 12 Lau 106 1x

JA Be Entrepreneurial®
Through this Junior Achievement course, you will learn the Basics of Entrepreneurship, how to start your own business and create a company while still in high school, including the art/science of planning, organizing, budgeting and implementing a business plan. Interactive activities are in groups, duos, teams. Also: Survival Teen Cooking and Urban Art-Spray Paint Masterpieces.
Note: JA materials are free
Requirement: Gr. 9-12
ENR6919 / Robert Santry / Michael Kern / $69
001 MTWTh 9:00am – 1:00pm Jun 30 – Jul 10 Lau 226 8x

How to Be a Great Babysitter!
Always be prepared with fun activities, a good attitude and imagination! Learn basic First Aid for infants and youngsters, tips on child care, safety precautions and what to charge for your services.
Requirement: Gr. Age 10+
ENR6922 / Joanne Doell / $39 + $5 materials fee
001 Sat 9:00am -11:00am Jun 14 Lau 106 1x

No discounts apply to College for Kids programs, partial scholarships may be available.
ONLINE COURSES

COMPUTER & TECHNOLOGY COURSES

**Introduction to Linux**
Learn how to use the Linux desktop operating system along with the included productivity, multimedia, and Internet software.

**Intro to PC Troubleshooting**
Learn to decipher and solve almost any problem with your PC.

**Introduction to PC Security**
Security expert teaches the fundamentals of PC and network security.

**Advanced PC Security**
Use ethical hacking techniques to locate and close security holes in your own network.

**Introduction to Networking**
Learn the fundamentals of networking and prepare for a career in a new and fast-growing field.

**Wireless Networking**
Industry expert shows you how wireless networking works, as well as how to plan, deploy, and connect to wireless networks.

**Intro to Microsoft Access 2010**
Learn to build, edit, and maintain a database in Access 2010, using tables, reports, forms, and queries to give you fast access to all your important information.

**Intro to CorelDRAW X5**
Learn to draw with confidence, using CorelDRAW to design professional newsletters, greeting cards, web graphics, logos, and amazing works of art created from your own photos.

**Intermediate Photoshop CS6**
Extend your Photoshop knowledge and learn how to enhance graphics by using layers, layer masks, and other advanced photo-editing features.

**Introduction to InDesign CS5**
Learn how to use Adobe InDesign CS5 software to design and produce professional-quality letterhead, brochures, business cards, and more.

**Intermediate InDesign CS5**
Master the advanced features of Adobe InDesign CS5 and get hands-on practice in creating professional-quality documents.
Creating Mobile Apps with HTML5
Learn to use HTML5, CSS3, JavaScript, jQuery, and Web APIs to create cross-platform mobile apps and mashups.

Designing Effective Websites
Learn powerful graphic design techniques and build Web sites that are both attractive and wickedly effective.

Introduction to Flash CS6
Learn the fundamentals of using Adobe Flash CS6 to create engaging Web pages, mobile apps, Flash movies, animation, graphics, and interactive applications.

Intro to Adobe Edge Animate
Learn how to use Edge Animate, Adobe's tool for creating graphics, animation, and interactive content for the Web and mobile devices.

Basic CompTIA A+ Certification Prep
Start preparing for CompTIA A+ certification as you learn PC basics and troubleshoot in a real world PC environment.

Intermediate CompTIA A+ Certification Prep
Take the second step toward becoming a CompTIA A+ certified technician by going inside the PC to install and configure drives and then diving into the Windows operating system.

Advanced CompTIA A+ Certification Prep
Finish your CompTIA A+ Certification Prep by learning how to select, install, and service video, sound, and portable computers, and how to network, secure, and troubleshoot.

CompTIA® Network+ Certification Prep
Prepare to take and pass the CompTIA Network+ Exam and begin a career as a network tech.

CompTIA® Security+ Certification Prep 1
Master the terms and concepts you need to pass the CompTIA®Security+ exam and earn your Security+ certificate.

Introduction to Database Development
An experienced professional guides you through a structured approach to database design and development.

Introduction to PHP and MySQL
Learn how to create dynamic, interactive Web sites using PHP and a MySQL database server.

Introduction to SQL
Gain a solid working knowledge of the most powerful and widely used database programming language.

Introduction to Oracle
Learn how to use the Oracle database management system to plan, organize, and manage your data.

Introduction to Programming
Take your first steps toward a career as a computer programmer as you master basic programming concepts and get hands-on practice in writing applications containing GUIs, sound, and graphics.

We offer a wide range of highly interactive courses that you can take entirely over the Internet. All of our classes are led by expert instructors, many of whom are nationally recognized in their field. Our online courses are affordable, fun, fast, convenient, and geared just for you.

Online Classes begin May 21, June 18, July 16 or August 20. Prices start at $185. Enrollment is easy! Go to: ed2go.com/maui/
Introduction to Visual Basic
Learn how to write code for Windows applications using the Visual Basic programming language and development environment.

Creating Mobile Apps with HTML5
Learn to use HTML5, CSS3, JavaScript, jQuery, and Web APIs to create cross-platform mobile apps and mashups.

Introduction to Perl Programming
Learn a programming skill that will make you a more valuable Web developer or system administrator.

Mac, iPhone, and iPad Programming
Learn to create Mac, iPhone, and iPad apps and programs using Objective-C and the Xcode compiler.

Introduction to Ajax Programming
Learn Ajax programming and discover how to use the technologies that comprise Ajax (HTML, JavaScript, XML, PHP, and more) to create Web applications with desktop-like performance.

Intro to C++ Programming
Learn to program in C++, even if you have no prior programming experience!

Introduction to ASP.NET
Learn how to create powerful, interactive, community-based Web sites with ASP.NET.

Introduction to C# Programming
Learn the fundamentals of computer programming with the new C# programming language.

Introduction to Python 3 Programming
Enhance your résumé by adding Python to your programming skills.

Introduction to Ruby Programming
Learn how to create a dynamic Web blog using the Ruby on Rails programming environment and the Ruby programming language.

Introduction to Java Programming
An experienced Java programmer introduces important Java topics with clear, step-by-step instructions.

Introduction to Windows 8
Learn how get the most from the Microsoft Windows 8 operating system, including managing apps, programs, photos, files, and folders.

Effective Selling
Learn the secret to converting a potential customer into a long-term asset. Find out how to lay the groundwork for repeat business and your future success.

Customer Service Fundamentals
Become indispensable to any organization by understanding how to identify and meet customer needs.

Professional Sales Skills
Discover how to begin a successful and rewarding career in sales.

Building Teams That Work
What are the secrets to managing successful teams in the workplace? Explore communication techniques and problem-solving skills that will help you get your team on track in no time.
Achieving Success with Difficult People
Learn how to have more successful relationships with difficult bosses, co-workers, students, neighbors, or relatives.

Employment Law Fundamentals
Learn the basics of employment law so you can legally hire, evaluate, and manage employees.

Understanding the Human Resources Function
Learn to handle basic human resource functions to ensure the best possible results.

Keys to Effective Communication
At a loss for words? Don’t be! Learn to build rapport, trust, warmth, and respect through conversation.

Achieving Top Search Engine Positions
Learn proven, step-by-step strategies to achieve the highest possible position with the major search engines.

Small Business Marketing on a Shoestring
Discover small business marketing strategies that can help you attract attention, woo your target audience, grow your customer base, and expand your profits all for little or no money.

Mastery of Business Fundamentals
Acquire practical experience in strategic planning, management, and finance without enrolling in an MBA program.

Administrative Assistant Fundamentals
Prepare to take advantage of the many new job opportunities in health care, legal services, and other industries.

Introduction to Business Analysis
Learn powerful techniques to improve your decision-making skills at work.

Purchasing Fundamentals
Improve your company’s bottom line by mastering the fundamentals of purchasing.

Computer Skills for the Workplace
Gain a working knowledge of the computer skills you’ll need to succeed in today’s job market.

Administrative Assistant Applications
Gain the skills and knowledge you’ll need to prepare for the Certified Administrative Professional exam and begin a rewarding career as an administrative assistant.

Introduction to Microsoft Project 2010
Discover how to effectively plan, implement, and control projects using Microsoft Project 2010, the world’s most popular project management software.

Introduction to Microsoft PowerPoint 2010
Learn how to use Microsoft PowerPoint 2010 to create exciting slide presentations that include SmartArt, multimedia, animation, sound, charts, clip art, and hyperlinks.

We offer a wide range of highly interactive courses that you can take entirely over the Internet. All of our classes are led by expert instructors, many of whom are nationally recognized in their field. Our online courses are affordable, fun, fast, convenient, and geared just for you.

Online Classes begin May 21, June 18, July 16 or August 20. Prices start at $185. Enrollment is easy! Go to: ed2go.com/maui/
O N L I N E C L A S S E S

**Business Finance for Non-Finance Personnel**
This course will help you understand business environments, financial statements, and strategy so you can make more profitable business and personal financial decisions.

**Accounting Fundamentals II**
Give yourself skills that are in high demand by exploring corporate accounting with a veteran instructor.

**Introduction to Crystal Reports 10**
Make the points you want to make by converting raw database or accounting information into impressive and meaningful reports.

**Introduction to Peachtree Accounting 2012**
Learn how to perform everyday accounting tasks quickly and easily using Peachtree Accounting 2012.

**Starting a Nonprofit**
Industry veteran shows you how to take a nonprofit business from vision to reality.

**Nonprofit Fundraising Essentials**
Learn the basics of fundraising for nonprofit organizations, from annual and special fund drives to more advanced projects involving corporate and foundation relations, major gifts, and planned giving.

**Introduction to Nonprofit Management**
Develop the skills and strategies you need to become an integral part of one of America’s fastest growing service sectors.

**Marketing Your Nonprofit**
Further the ideals and goals of your nonprofit by learning to compete more effectively for members, media attention, donors, clients, and volunteers.

**Start Your Own Small Business**
Stop dreaming and learn how to start your own successful small business.

**Start and Operate Your Own Home-Based Business**
An experienced entrepreneur teaches you how to develop the motivation, discipline, and creativity to quit your job and be your own boss.

**Learn to Buy and Sell on eBay**
Auction pros teach you how to work from home or earn extra income by buying and selling goods online.

**Secrets of the Caterer**
Learn cooking and business secrets from a professional caterer.

**Start Your Own Gift Basket Business**
Express your creativity in a fun and profitable way, by starting a home-based business as a gift basket designer.

**Growing Plants for Fun and Profit**
An industry professional teaches you everything you need to prosper in the backyard nursery business.

**Get Paid to Travel**
Learn everything you need to start your new and exciting career as a professional tour director.

**Start Your Own Consulting Practice**
Find out how you can earn income by sharing your training or knowledge with others.
Prepare for employment in some of today’s hottest careers with a comprehensive, affordable, and self-paced online Career Training Program. You can begin these Programs at any time and learn at your own pace. Upon successful completion of all required coursework, you will receive a Certificate of Completion.

Programs are available in the following areas:
- Business and Professional
- Healthcare and Fitness
- IT and Software Development
- Management and Corporate
- Media and Design
- Hospitality and Gaming
- Skilled Trades and Industrial

Features:
- Facilitators and mentors are available to answer questions and help you through your studies
- Career Counselors will help you prepare for the transition from the classroom to the workplace
- Courses are all open-enrollment and self-paced
- No additional charges - all materials, workbooks, and software are included

Pharmacy Technician
This nationally recognized Pharmacy Technician online course and training program teaches the skills needed to gain employment as a Pharmacy Tech in either the hospital or retail setting.

Medical Coding and Billing
Upon successful completion of the Medical Billing and Coding course, students will be prepared for an entry-level position doing medical billing or coding in a medical office setting.

Administrative Medical Specialist with Medical Billing and Coding
Learn about medical office operations, with an emphasis on billing and coding, processing insurance forms, and using medical software. This program provides training on medical billing software as well as preparation for the Certified Coding Associate (CCA) national certification exam.

Medical Transcription
This nationally recognized medical transcription online course and training program prepares you to start a new career as a medical transcriptionist.

Six Sigma Black Belt
Course material provides an in-depth look at the Six Sigma Black Belt DMAIC problem-solving methodology, as well as deployment and project development approaches.

Project Management
This program will provide you with a solid introduction to the understanding of project management and help you comply with the minimum 35 hours of training as required by the Project Management Institute (PMI) before you take the Project Management Professional (PMP) exam.

AutoCAD
Learn the skills needed to create and edit simple drawings and gradually introduce more advanced AutoCAD skills.

Freight Broker/Agent Training
Learn the skills to be a successful Freight - Load Broker Agent. Tutorials and projects will teach you the practical application of Freight Broker skills.

Veterinary Assistant
Prepare for an exciting new career as an administrative veterinary assistant. Students in the program learn about the care of animals as well as how to recognize signs of illness and disease. This online program also covers interpersonal communication, interaction with clients and their animals, as well as how to assist the veterinarian during examinations. And much more!

Paralegal
This program will prepare you to be successful in the fast growing paralegal career field. The paralegal training program includes free access to the official NALA Campus certification exam prep and Westlaw.
AutoCAD 2011-150 Hours
Master the fundamentals of AutoCAD 2011 and learn the skills you need to prepare for the Autodesk AutoCAD 2011 Certified Associate exam.
$2,595

AutoCAD 2011 With AutoCAD 3D - 230 Hours
Master the 2D commands and 3D modeling tools in AutoCAD 2011, and prepare for the Autodesk AutoCAD 2011 Certified Associate exam.
$3,295

Cisco® CCNA® Certification Training - 100 Hours
The Cisco CCNA Online Training Program will give you the essential knowledge to install, configure, and operate simple routed LANs and WANs while preparing you for Cisco Exam.
$1,995

iPhone/ iPad (iOS) Application Developer - 200 Hours
Upon course completion, students will have developed a solid background in the skills and knowledge needed to create iPhone/iPad (iOS) applications, and at the very end of the program, they will also have created their first app.
$1,995

Management for IT Professionals - 390 Hours
Learn leadership skills that will help you succeed as a manager in the IT field.
$2,295

Certified Protection Officer 50 Hours
Master the skills you need to obtain certification as a Protection Officer, and prepare yourself for employment in this high-demand field.
$850

Carpentry - 80 Hours
Prepare for a career as a carpenter as you master basic residential construction skills, learn to read blueprints and do jobsite math, and get hands-on practice in three workshop projects.
$1,595

Travel Agent Training - 200 Hours
Learn the basic skills needed to operate a computer reservation system for airlines, travel agencies, cruise lines, hotels, or as a home-based agent, and get started in a career in the travel industry!
$1,795
<table>
<thead>
<tr>
<th>Online Career Training</th>
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</thead>
<tbody>
<tr>
<td><strong>Event Management and Design - 300 Hours</strong></td>
<td><strong>Chartered Tax Professional 180 Hours</strong></td>
<td><strong>Certified Wedding Planner 300 Hours</strong></td>
</tr>
<tr>
<td>From planning to pyrotechnics, the event Management and Design Online Training Program will teach you everything you need to know to create events that are truly special.</td>
<td>Learn to prepare individual tax returns for almost all U.S. taxpayers! With this innovative program, you can start working and earning money while completing your program.</td>
<td>This comprehensive program covers everything an aspiring wedding planner needs to know to get started in the business. Whether you plan on working part-time or full-time, this program will provide all the knowledge you need to work as a professional wedding planner or start your wedding planning business.</td>
</tr>
<tr>
<td>$1,995</td>
<td>$1,895</td>
<td>$1,395</td>
</tr>
<tr>
<td><strong>Certified Residential Interior Designer - 120 Hours</strong></td>
<td><strong>Administrative Medical Specialist 360 Hours</strong></td>
<td><strong>Physical Therapy Aide 150 Hours</strong></td>
</tr>
<tr>
<td>Prepare for a career as a residential interior designer by learning the basics of good design, getting familiar with design styles and movements, exploring the materials that interior designers use, and putting your knowledge to work as you create your own design concept for a family room.</td>
<td>This nationally recognized program combines the Administrative Medical Specialist program with training in medical billing and coding and medical terminology to give you a competitive edge in the healthcare field.</td>
<td>Master the skills you need to begin a career as a physical therapy aide.</td>
</tr>
<tr>
<td>$1,995</td>
<td>$2,495</td>
<td>$1,895</td>
</tr>
<tr>
<td><strong>Child Development Associate Training - 120 Hours</strong></td>
<td><strong>Veterinary Assistant - 170 hrs</strong></td>
<td><strong>Emergency Management Training for First Responders 300 Hours</strong></td>
</tr>
<tr>
<td>With the certificate program in Childcare &amp; Education offered at Smart Horizons Career Online High School, you can pursue your Child Development Associate (CDA) certification and launch your career in childcare.</td>
<td>This program will prepare you to become a productive member of a veterinary team.</td>
<td>Emergency management is one of the fastest-growing professions. Learn the skills you need to get started in this field.</td>
</tr>
<tr>
<td>$850</td>
<td>$1,995</td>
<td>$1,995</td>
</tr>
<tr>
<td><strong>Certified Bookkeeper 140 Hours</strong></td>
<td><strong>Building Analyst Quick Start 60 Hours</strong></td>
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<tr>
<td>The Certified Bookkeeper Online Training Program helps professional bookkeepers earn prestigious American Institute of Professional Bookkeepers (AIPB) certification.</td>
<td>This program will teach you about the principles of green buildings—from insulation to indoor air quality—as well as how to perform comprehensive building assessments.</td>
<td></td>
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<tr>
<td>$1,995</td>
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</table>
Entrepreneurship: Start-Up and Business Owner Management - 360 Hours

This program covers everything from financing to leadership. You’ll learn the keys to business planning, communication skills, marketing, and management. If you’ve ever thought about owning your own business, this program can help make that dream come true!

$2,095

Non-Profit Management 300 Hours

Examine the fundamental principles of nonprofit management, explore the roles and responsibilities of a nonprofit board of directors and the management team, discover the essential aspects of fundraising, and become acquainted with the fundamentals of the budgeting process.

$2,295

Management Training 360 Hours

If you’re thinking of starting a business or pursuing an MBA, learn the essentials here! The Management Training Online Program is perfect for business owners, entrepreneurs, and anyone who wants to learn the basics of business and management.

$2,295

Video Game Design and Development - 500 Hours

Using a comprehensive and analytical approach to game engine architectures, this program teaches you how to effectively design and develop games.

$1,995

Maui County Business Resource Center

The ABC’s of a Business Plan
Participants will receive an outline of the Core Four business plan course taught at Maui Economic Opportunity.

Starting a Business in Maui County
This workshop covers general information and requirements for starting a business in Maui County.

QuickBooks for Small Business
This 3 hour evening workshop is geared towards new users and will teach them how to record sales, receive payments, prepare invoices, and balance their checkbook. Please call Karen for more information.

Register for classes:
Contact: Karen Arakawa • phone: 873-8247
karen.arakawa@mauicounty.gov
70 E. Ka‘ahumanu Ave
Maui Mall Unit B-9, Kahului, HI 96732

Maui Economic Opportunity Inc. (MEO)

Core Four Business Planning Course
This six-week, 36 hours course enables development of a realistic, achievable business plan. Financial Aid is available through grants from Maui County Office of Economic Development.
Most classes meet Tuesdays & Thursdays at MEO.

Course Begins: April 29, 30 or May 1 - June 16
Intro classes April 29 and May 1 at 9-10am (April 30 12-1pm at MCBRC). First class on May 6 at MEO 9-12noon and then every Tues & Thurs until June 16

Course Begins: July 1, 2, or 3 thru Aug 19
Intro classes July 1 and 3 6-7pm (July 2 12-1pm at MCBRC). First class on July 8 at MEO 6-9pm and then every Tues & Thurs until Aug 19

MEO BDC also offers micro business loans ranging from $2,000 to $50,000 for Maui, Molokai and Lanai. MEO BDC programs are funded by grants from the Maui County, Mayor’s Office of Economic Development, and Agape Foundation.

Contact: Craig Swift
phone: 249-2990
email: craig.swift@meoinc.org
Anne Ku - Received her formal music training in Okinawa, Duke University, and Utrecht Conservatory. She has focused on developing piano repertoire for the adult beginner, including composing and arranging music for group piano playing.

Anne Gachuhi - Egerton University-Kenya; Horticulturalist; MS, Wageningen Agricultural University, Holland; Extension Educator-University of Missouri, IL, and Hawai‘i; 20 years of experience.

Ben Howard - Painting; Website Developer; Instructor-Programming and Web Design classes; Art and computer programming brings both Art and Computer programming perspective to Website Designs; over 13 years experience.

Clifford Rutherford - Former building contractor and practiced plumbing and solar hot water installation with a local division of a national plumbing franchise on Maui, and received solar hot trainer certification through the National Renewable Energy Lab (NREL).

Constance LeCompte - BS-Accounting, Excelsior College, NY; Corporate Controller; Consultant to entrepreneurs and other business (8 years); Accountant with 25+ years of experience.

Craig Tanaka - DCCA approved instructor for Security Guard Course, over 20 years experience.

Danielle Downey - Apiculture Specialist for the Hawaii Dept. of Agriculture charged to develop and establish a statewide Apiary Program to support Hawaiian bee health and beekeeper outreach. 20+ years in the field of apiculture (beekeeping).

Danielle Miller - Social media expert, small business enthusiast, and founder of a marketing consulting and coaching company on Maui. Her expertise comes from over ten years working in the marketing industry. She currently works with global and local businesses on a daily basis to build profitable relationship with Internet marketing.

Don Suzuki - Licensed electrical engineer who is presently working for Morikawa and Associates LLC. Besides working as an engineer, Don teaches for the Electrical Apprenticeship Program at UHMC.

Elena Lissone/Neil Bruce - Both instructors have extensive experience teaching magic tricks, theatre arts, storytelling and chess strategies to learners of all ages.

Emery Lee - MSF (Motorcycle Safety Foundation) approved instructor of The Motorcycle Safety Course.

Enrique Ortiz - Apple Certified Trainer, Technical Coordinator and Service Technician; coordinates the Apple User Group Program; specializes in both Macintosh and iOS (iPhone, iPad, iPod); over 20 years experience training adults/youth.

Evan Ryan - Permaculture designer, farmer, project manager and educator with over 14 years of experience. Consultant to farms, land owners and land owners on Maui in all phases of garden and orchard health, and overall land design.

Evelyn Zayas - Software Engineer, Monmouth University, NJ; Ph.D, Computing Tech/Education Nova SE Univ, FL; teaches Engineering/Technology at Kihei Charter School; Instructor, OCET, Technology/Computer classes.

Francis D. Hessey Jr. - PGA Professional, Instructor and coach at The Dunes at Maui Lani Golf Course.

Gerry Ross - Trained classically as a geologist, he brings a mix of practical experience & scientific observation to the complex business of building and maintaining a successful and profitable organic farm on Maui.

Hannah Bernard - Co-founder and President of the Hawai‘i Wildlife Fund; 30 years of experience.

Ian Edmondson - Teaches creative writing at UHMC. He is passionate about writing and empowering others to express themselves and find their creative voice.

Jasmyne Boswell - Author and coach; for over 30 years; midwife to individuals in all fields, helping them successfully overcome personal stumbling blocks and to birth their business, career, and projects.

Joanne Doell - Instructor of technology, business and customized training courses; Coordinator, College for Kids/College Bound, EdVenture; 20 years+ experience with K-12 and adults in Hawai‘i and California.
**INSTRUCTORS**

**Joel Katz** - Instructor in the Hawaiian Steel Guitar, guitar, ukulele, and audio technology programs at the University of Hawai‘i Maui College and heads the award winning Seaside Recording Studio.

**Kahu Lyons Kapi‘iohookalani** - Respected Hawaiian practitioner in the spiritual and healing arts known throughout Hawai‘i, nationally and abroad for his expertise in traditional Hawaiian healing and culture; 20+ years teaching experience.

**Dr. Karl Topper** - Science teacher currently with Kihei Charter School; teaches Science experiments at College for Kids.

**Kekai Brown** - Lifeguard for over fifteen years with the County of Maui in pool and beach lifeguarding; Instructor for American Red Cross Lifeguard Training Classes for over ten years; and Instructor for CPR/AED classes.

**Lauren Rusert** - Apiculture Technician for the Hawaii Dept. of Agriculture, assists to develop and establish a statewide Apiary Program to support Hawaiian bee health and beekeeper outreach. 4+ years in the field of apiculture (beekeeping); teaches queen rearing workshops throughout the Hawaiian Islands.

**Lori Teragawachi** - Director, OCET-Office of Continuing Education and Training; Certified Facilitator for several FranklinCovey Programs; specialties include people development, organizational effectiveness, public policy and leadership in business cultures-Mainland and Hawai‘i; over 20 years experience.

**Lou Cooperhouse** - MS-Food Science, Rutgers University; Food Industry Expert; Specialties include business development, product development, quality assurance, and operations at new business start-ups, family-run businesses, and global food manufacturing corporations; 30 years experience.

**Lyman Morikawa** - Principal Engineer at Morikawa and Associates LLC. B.S. in electrical engineering; MBA. Works on residential, commercial, industrial and institutional systems, with solar projects ranging from 3 KW to 2.8 MW.

**Malik Cotter** - Doctor of Acupuncture/Oriental Medicine and Certified Herbalist; trained in Traditional Chinese Medicine at the Beijing and Chengdu Medical Schools; studied throughout the US/Asia; private practice, Makawao; Co-owner-Dragons Den Herb Store; over 30 years in natural medicine practice.

**Marc Antosch** - Visual/Public Art, California State University/Monterey Bay; Media/Marketing Specialist and Instructor for OCET; 20+ years experience.

**Maria Herrera-Astua** - English instructor in UH Maui College; taught at different universities in the Hawai‘i for 12 years; Creative writer, has presented in local and regional conferences.

**Mike Kern** - Chairman of the Board of Junior Achievement on Maui, serves as a SCORE counselor at the Maui Country Business Resource Center and Junior Achievement/Entrepreneurial Academy advisor. Owns and operates several global businesses.

**Olivia Techoueyres** - Specialty Foreign Languages and Translations; Liberal Arts, La Sorbonne; author of articles in European magazines; interpreter, Film-Finding Gauguin; tutor, translator in California, France, Maui and India; over 15 years experience.

**Peter Hansen** - Teaches Technology, Science, Programming classes at Iao Intermediate School.

**Phyllis Robinson** - Owner/Consultant of her own business; consultant to hundreds of organizations building success businesses; specialties: Emotional Intelligence and Mindfulness and Stress Reduction; 30 years experience.

**Pierce Gray** - Founder of Pierce Gray and Associates LLC., providing Advanced Accounting Solutions and Organizational Design Services to businesses worldwide; has been CFO, Controller, Consultant; over 25 years experience.

**Raymond Mains** - Award winning photographer whose photos have been published in local and national magazines.

**Rebecca Kapolei Killi** - Specializes in Hawaiian Studies and Communications; Teaching Certificate from the Kahuawaiola Teacher Program; Education Leadership program.

**Dr. Robert M. Santry**, M.D., Ph.D., President of Junior Achievement on Maui, is the President and CEO of Life & Success Adventures, LLC, on Maui—a coaching/consulting/training company.

**Saudina Torres** - New York University, Modern Languages; trained Translator and Interpreter; lecturer at UH Maui College; Native Spanish Speaker, Colombia; 20 years experience with cultures/languages.

**Walt Tokishi** - Speech Pathology, University of Oregon; Owner, Speech Pathology Services of Maui.

**Wendy Heyd** - Currently a resource teacher for the Central Maui Complex Area providing technical support to Title 1 schools and professional development to teachers.
## Staff Directory

<table>
<thead>
<tr>
<th>Class Registration &amp; General Information</th>
<th>984-3231</th>
<th><a href="mailto:lorichi@hawaii.edu">lorichi@hawaii.edu</a></th>
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<tbody>
<tr>
<td><strong>Office of Continuing Education &amp; Training</strong></td>
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<tr>
<td>OCET Director - Dr. Lori Teragawachi</td>
<td>984-3406</td>
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<tr>
<td>Program Assistant - Lori Chilson</td>
<td>984-3231</td>
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<tr>
<td>Program Assistant - Lucille Franco-Eharris</td>
<td>984-3419</td>
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<tr>
<td>Program Assistant - Stephanie Pratt</td>
<td>984-3581</td>
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<tr>
<td>Design and Promotions - Marc Antosch</td>
<td>984-3460</td>
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<tr>
<td><strong>EdVenture</strong></td>
<td>984-3231</td>
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<tr>
<td>Personal Enrichment Coordinator - Eva Bondar</td>
<td>984-3461</td>
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<tr>
<td>Customized Training - Nicolette van der Lee</td>
<td>984-3502</td>
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<td>College for Kids Coordinator - Joanne Doell</td>
<td>984-3466</td>
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<tr>
<td>Technology Coordinator - Peggy Kelley</td>
<td>984-3498</td>
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| Apprenticeship                          | 984-3404 |                   |
| Apprenticeship Director - Marvin Tengan  |          |                   |
| **Sustainable Living Institute of Maui** |          |                   |
| Program Coordinator - Melanie Stephens   | 984-3502 |                   |
| **Grant Support**                        |          |                   |
| CST Grant Coordinator - Sue Feltz        | 984-3403 |                   |
| Small Business Solutions - Wayne Wong    | 984-3678 |                   |
| **MLI - Maui Language Institute**        | 984-3499 |                   |
| Director - Lori Teragawachi              | 984-3406 |                   |
| Student Services - Toshie Outlaw-Spruell | 984-3499 |                   |
| Short Term Programs - Pedro Fairesnaert  | 984-3499 |                   |
| **University Center**                    | 984-3525 |                   |
5 EASY WAYS TO REGISTER

Register Online > GET UNLIMITED 10% OFF*

Go to EdVentureMaui.com > Select your classes > Register
The first time you register, you will build a student profile making your online registration experience easy and efficient. Use promo code: MAUSUM2014

*Unlimited 10% OFF is valid for the summer 2014 cycle, and is only good for your first time registering online. Some classes do not qualify. Some restrictions may apply. Can not be combined with any other discounts.

By Phone: Call 984-3231 Monday through Friday 8:00am to 4:30pm, Saturday 8:00am to 11:00am - please have credit card ready.
Accepted Credit Cards: Visa, Mastercard and Discover

By Mail: Fill out a registration form and mail with a credit card authorization or a check made out to the University of Hawai'i. (There is a $25 service fee for returned checks.)

In Person: Visit the front desk at the Lauulma Building on UHMC campus during the hours listed above. No cash or check payments after 3:00pm, nor on Saturdays; credit card only.

By Fax: Fill out the entire registration form and fax the completed form with credit card information to 984-3874.
You are registered when we receive your payment.

Refunds: A 100% refund is given when you request to withdraw at least 10 working days prior to the first class meeting. We are unable to issue refunds after that time, due to commitments to trainers. We encourage you to register early with a credit card. Payments made by credit card will be charged on the day of registration. Please allow 4-6 weeks for a refund if paying by cash or check.

Tuition Assistance: See page 23 for more information.
EdVenture reserves the right to change class locations, schedules, fees and instructors when necessary. *some restrictions apply

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**PAYMENT**

- Check # ____________________________
- Driver’s Lic. # ______________________

Make check payable to:
University of Hawai'i

Mail to:
UHMC - EdVenture
310 W. Kaahumanu Ave.
Kahului, HI 96732

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**REGISTRATION FORM**

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<tr>
<th>Course #</th>
<th>Course Name</th>
<th>Cost</th>
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Tuition Subtotal $ __________
Minus Applicable Discount $ __________
Total Included $ __________

Name ____________________________
DOB ____________________________
Card # ____________________________
Expiration Date __________ CVC Code (3 digits) __________
City ____________________________
State ____________________________
Zip Code ____________________________
Authorized Signature __________
Phone (Home) ____________________________
Phone (Work) ____________________________
Print Name ____________________________
E-mail address ____________________________

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**BILLING ADDRESS**

Same as above
Name ____________________________
Address ____________________________
City ____________________________
State ____________________________
Zip Code ____________________________