Prepare For Your Future at Tunxis.

Let us help you train for a new career, learn a different skill, solve an old problem, or just relax. We offer over 300 online and on-ground programs.

Registration Information

Non-credit registration form (p. 27) must be completed in full with date of birth and social security number. Course fees are payable at time of registration. No written confirmations are mailed. You are assured of a place in class unless notified otherwise. Please make note of course location (Bristol or Farmington) when registering.

In Person

Register at Workforce Development & Continuing Education, Founders Hall (address below)

Monday-Friday • 9AM-4PM

Mail

Registration form (p. 27) & check (payable to Tunxis Community College) must reach us one week prior to the start of the course.

Mail To: Workforce Development & Continuing Education, TCC, 271 Scott Swamp Road, Farmington, CT 06032

Fax

Complete registration form (p. 27). Include all required VISA, Discover or MC number & expiration date. Fax to 860.255.3675.
ACCESSIBILITY AND EQUAL OPPORTUNITY

Tunxis Community College is committed to access and equal opportunity. Should you require academic adjustments to participate in any of the programs offered through Workforce Development & Continuing Education, please contact Dr. Kirk Peters, Dean of Student Services (860.255.3560), or Cathy Felice, Academic Support Center (860.255.3572), at least three weeks before the start of your class. Alternative formats of this material may be provided upon request.

The College does not discriminate on the basis of race, color, religion, age, sex, sexual orientation, national origin, ancestry, present or past history of mental disorder, learning disability or physical disability, political beliefs, marital or veteran status, gender identity and expression, genetic information or criminal record in its programs and activities. The College reserves the right to make any necessary changes in the information listed in this publication.
Orientation to Health Careers
Lost your job or looking for a career change? Join us on Friday, May 24 at 4 PM in Room 306. We will discuss health care fields in demand, and jobs and wages in health care.

Please email tx-continuing-ed@tunxis.edu to reserve a seat.

Approved for WIA Funding/GI Bill

Central Sterile Processing Technician
Central sterile processing technicians are responsible for the sanitation and packaging of surgical instruments in hospitals, surgical centers and clinics. This 12-week program covers anatomy and physiology; microbiology and infection control; decontamination and sterilization processing; and how to handle, care for, and identify surgical instruments. The course includes clinical exposure to a central sterile processing department. Course fee does not include national certification exam. Students must have their book for the first class.

June 15 – Aug. 31 (S); 9AM-12:15PM
CRN: 2746 Fee: $925 plus text
Room: 300 (main campus) • Instructor: Lauren Cascella

Register Medical Assistant
Classes run every spring and fall.

• This 10-month day program prepares you to sit for the American Medical Technologists’ RMA National Examination.
• Classroom instruction and lab groups are held at the college.
• Clinical externships are held at physicians’ offices and clinics within our college service area.
• Approximate program cost is $7,000.

Email tx-continuing-ed@tunxis.edu to receive more information or an application packet.

Approved for WIA Funding/GI Bill

INFORMATION SESSIONS
Available Monthly!

Call Cheryl Conaty, R.N., at 860.255.3670 to reserve your seat and for more information.

Tunxis offers a number of Workforce Investment Act (WIA) approved programs that are funded through the CT Dept. of Labor.
To see if you qualify call: New Britain CT Works 860.223.0889

Please be advised that if you have been convicted of a felony, you may not be eligible for clinical experiences, internships, externships or certifications associated with certain allied health courses or programs. Those with previous convictions may also find it difficult to secure employment within a health care setting.
Patient Care Technician (PCT) Certificate

PCTs are valued members of the health care team in hospitals, physicians’ offices, clinics and long-term care facilities. They provide direct patient care including: obtaining vital signs; turning and repositioning; bathing; patient transfers; patient care set-up; performing EKGs and phlebotomy.

To earn the PCT certification from Tunxis, you must successfully complete the following:

- Certified Nurse Aide program or provide proof of current CNA certification or LPN licensure
- Phlebotomy Technician program (must be taken at Tunxis)
- EKG & Pulse Oximetry course (must be taken at Tunxis).

**EmT Basic**

The curriculum prepares you to take the exams to become nationally registered and state of Connecticut certified at the basic level. Lectures, demonstrations and hands-on training provide the knowledge and skills required for certification. Students must complete the 10 clinical hours with Bristol EMS. There are no prerequisites for this course, but you must be at least 16 years of age. Offered in cooperation with Bristol Hospital Office of Emergency Medical Services and the CT Department of Public Health.

June 5 – Sept. 4 (M/W); 6-10PM  
Plus select Saturdays  
Fee: $695 (includes text, CPR manual, and stethoscope)

Exam fees of $100 and $70 are paid by student directly to the state of Connecticut and the National Registry.

**Accelerated EMT Basic**

Same quality program as our EMT Basic class, but offered during the day in an accelerated format.

June 28 – Aug. 30 (M/W/F); 9AM – 3PM  
Fee: $695  
(includes text, CPR manual, and stethoscope)

**EMT Basic Refresher**

This program is accelerated over four days to fast-track your recertification process. If you are current with your CPR, you are excused from the Thursday class – proof of certification must be provided prior to the start of class.

May 30 - June 2 (TH); Noon-4PM & (F/S/SU); 8AM-4PM  
OR  
Aug 22 - 25 (TH); Noon-4PM & (F/S/SU); 8AM-4PM  
Fee: $275

**Approved for WIA Funding**

**Patient Care Technician (PCT) Certificate**

PCTs are valued members of the health care team in hospitals, physicians’ offices, clinics and long-term care facilities. They provide direct patient care including: obtaining vital signs; turning and repositioning; bathing; patient transfers; patient care set-up; performing EKGs and phlebotomy.

To earn the PCT certification from Tunxis, you must successfully complete the following:

- Certified Nurse Aide program or provide proof of current CNA certification or LPN licensure
- Phlebotomy Technician program (must be taken at Tunxis)
- EKG & Pulse Oximetry course (must be taken at Tunxis).

Please be advised that if you have been convicted of a felony, you may not be eligible for clinical experiences, internships, externships or certifications associated with certain allied health courses or programs. Those with previous convictions may also find it difficult to secure employment within a health care setting.
Classes Begin May 31

Certified Nurse Aide (CNA)

CNAs are in demand and our students have great success with job placement! All of our program options are approved by the CT Department of Public Health and lead to state certification.

CNA Program Options

• Day and Evening Program: $900 plus text
• Saturday Clinical Option: Additional $50

All program options have a $35 nonrefundable admin. fee.

Email tx-continuing-ed@tunxis.edu to receive more information or a CNA application packet.

CNA Competency Exam Review

This review covers geriatric resident care and the role of the CNA, and skills practice in a supervised lab. The curriculum may be for you if:

• Your CNA certification has expired and you wish to re-take the state competency exam
• You recently completed a CNA program and want to review before the state exam
• You failed the written and/or skills portion of competency exam, and wish to review before re-taking the test
• You have successfully completed a course or courses comprising not less than 100 hours of theoretical and clinical instruction in an approved LPN or RN education program

July 19 – Aug. 2 (F); 4-9PM
CRN: 2704 Fee: $279
Room: 202 (main campus)
Instructor: Liz Cricco, LPN

CNA One-on-One Exam Review

Students will need to review textbook, take a practice written test and complete five hours of clinical skills review.

Fee: $299 plus text
Questions? Call Cheryl Conaty, R.N. at 860.255.3670.

Tunxis Continuing Education offers a number of Workforce Investment Act (WIA) approved programs that are funded through the CT Dept. of Labor. To see if you qualify call: New Britain CT Works 860.223.0889

Please be advised that if you have been convicted of a felony, you may not be eligible for clinical experiences, internships, externships or certifications associated with certain allied health courses or programs. Those with previous convictions may also find it difficult to secure employment within a health care setting.
EKG Technician Certification
Meet the demand for cross-trained health professionals by adding EKG skills to your résumé. This comprehensive program with lab, prepares you to take the NHA Electrocardiograph Technician Certification Exam (fee not included in tuition cost).

June 24 – Aug. 7 (M/W); 5:30-9PM
14 sessions – 4.9 CEUs
CRN: 2705 Fee: $899 plus text
Room: 310 (main campus)
Instructor: Clifford Deane

EKG & Pulse Oximetry Skills
For allied health professionals looking to add to their skill set, this course includes classroom and hands-on experience. Learn basic skills in administering a 12-lead EKG and pulse oximetry measurement. It is appropriate for nurse aides and those preparing for patient care technician (PCT) positions. Students should read the first two chapters of the text prior to the start of class. Please note: This course does not prepare you to become an EKG technician. You must attend all sessions to receive a certificate of completion.

May 30 – June 27 (TH); 5:30-8:30PM
5 sessions – 1.5 CEUs
CRN: 2706 Fee: $279 plus text
Room: 310 (main campus)
Instructor: Mark Rouleau, R.N.

Phlebotomy Technician
This 160-hour program provides classroom theory and clinical lab instruction. Students who successfully complete the course are eligible for externships at UConn Health Center. Students are eligible to sit for the National Healthcareer Association certification exam (fee not included in tuition cost).

Classes start June 10.

Days/Times: M/TU/W; 9AM-2PM
Fee $1,800 plus $35 nonrefundable admin. fee and materials.
Instructor: Kimberly Kiriluk, CPT

Phlebotomy Refresher
Contact Cheryl Conaty, R.N. at 860.255.3670 or cconaty@tunxis.edu

Tunxis Continuing Education offers a number of Workforce Investment Act (WIA) approved programs that are funded through the CT Department of Labor. To see if you qualify call:
New Britain CT Works 860.223.0889
Medical Math “Ed2Go” Online Course

Master medical calculations in an engaging environment! Gain the medical math skills you need to do anything from calculating dosages to using scientific formulas. Review fractions, decimals, and percentages, and then cover the measurement systems and conversions used in the medical field. Learn to do real-world dosage calculations for oral, parenteral, and intravenous medications. This course is an excellent review for those planning to take the Pharmacy Technician program.

Six weeks – Offered online monthly (see p.9 for more info.). • Fee: $119

Approved for WIA Funding/GI Bill

Pharmacy Technician

This 60-hour program prepares you for an entry-level position in a hospital, community or mail order pharmacy. Topics include medical terminology; reading and interpreting prescriptions; and defining drugs by generic and brand names. Students will learn dosage calculation; I.V. flow rate; drug compounding; and dose conversion. Dispensing of prescriptions; inventory control; billing, and insurance reimbursement will also be discussed. Course prerequisite: basic math and algebra skills.

June 10 – Aug. 14 (M/W); 6-9PM
20 sessions CRN: 2709
Fee: $949 plus text and $25 nonrefundable admin. fee
Room: 306 (main campus)
Instructor: Sara Miller, RPhT

Email tx-continuing-ed@tunxis.edu to receive more information or an application packet.

CPR BLS for Health Care Professionals

Designed for health care professionals who respond to cardiac and respiratory emergencies, this three-hour course covers one and two person rescuer — adult, child and infant CPR, Foreign Body Airway Obstruction, and the AED. Cost includes: textbook, Patho-Shield Plus key chain, course completion card and exams.

Aug. 16 (F); 9AM-Noon
CRN: 2708 Fee: $95
Room: 6-127 (main campus)
Instructor: Lou Brockett

Tunxis Continuing Education offers a number of Workforce Investment Act (WIA) approved programs that are funded through the CT Department of Labor. To see if you qualify call:
New Britain CT Works 860.223.0889
Choose from over 300 online classes that begin monthly and run for six weeks.

**Take classes that fit your schedule.**

Relax. There is no need to rush to campus. Take non-credit classes from home!

**Course fees start at $119.**

### REQUIREMENTS:

All Ed2Go courses require a student to have Internet access, an email address, and a compatible web browser such as Internet Explorer, Safari or Firefox. Some courses may have additional requirements.

1. Visit our Online Instruction Center (see screen shot above): [ed2go.com/tunxis](http://ed2go.com/tunxis)

2. Click the Courses link, choose the department and course title you are interested in and select the Enroll Now button. Follow the instructions to enroll and pay for your course. Here you will enter your email address and choose a password that will grant you access to the Classroom.

3. When your course starts, return to our Online Instruction Center and click the Classroom link. To begin your studies, simply log in with your email address and the password you selected during enrollment.
Classes begin monthly with start dates of June 19, July 17, and August 21.
For more information call 860.255.3666.

This is a partial listing of courses offered. Check ed2go.com/tunxis for over 300 online classes.

**Basic Computer Literacy**
- Microsoft Windows
- Microsoft Access
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Publisher
- Microsoft Word
- Introduction to the Internet
- PC Troubleshooting

**Business & Management**
- Accounting Fundamentals
- Administrative Assistant Fundamentals
- Building Teams that Work
- Business and Marketing Writing
- Computer Skills for the Workplace
- Fundamentals of Supervision & Management
- Grant Writing and Proposals
- Marketing Your Business
- Project Management Fundamentals
- QuickBooks 2012
- Understanding the Human Resource Function

**Database Management**
- Intro to Networking
- Intro to PC Security
- Introduction to Programming
- Java Programming
- Mac, iPhone, and iPad Programming
- MS Access
- Oracle
- Crystal Reports
- SQL

**Graphic & Multi-Media Design**
- Adobe Illustrator
- Creating Web Pages
- Creating Wordpress Web Pages
- Designing Effective Websites
- Dreamweaver
- Flash
- InDesign CS5
- Introduction to PHP and MySQL
- Photoshop CS5 and CS6

**Health Care**
- Human Anatomy and Physiology
- Intro to Natural Health & Healing
- Medical Terminology
- Medical Math
- Become an Optical Assistant
- Explore a Career in Medical Coding
- Explore a Career in Medical Transcription
- Explore a Career as an Administrative Medical Assistant

**Languages**
- Conversational French
- Speed Spanish
- Spanish in the Classroom
- Spanish for Law Enforcement
- Spanish for Medical Professionals
- Instant Italian
- Keys to Effective Communication
- Interpersonal Communication

**Law & Legal Careers**
- Business Law for the Small Business Owner
- Workers’ Compensation
- Legal Nurse Consulting
- Real Estate Law (not for state licensing)

**Personal Finance**
- Real Estate Investing
- Stocks, Bonds, and Investing
- Introduction to Stock Options
- Keys to Successful Money Management
- Debt Elimination Techniques That Work

**ALL COURSES ON THIS PAGE ARE OFFERED ONLINE.**
Classes begin monthly with start dates of June 19, July 17, and August 21.
For more information call 860.255.3666.

This is a partial listing of courses offered. Check ed2go.com/tunxis for over 300 online classes.

**Teaching**
Empowering Students with Disabilities
Praxis I Preparation
Home School with Success
Ready, Set, Read!
Solving Classroom Discipline Problems
Survival Kit for New Teachers
Teaching Adult Learners
Teaching Smarter with SMART Boards
Teaching Students with Autism
Teaching Students with ADHD
Teaching Students with Learning Disabilities
The Creative Classroom
Understanding Adolescents
Web 2.0 Blogs, Wikis, and Podcasts

**Test Prep GED**
GED Preparation
SAT/ACT Preparation
GRE Preparation
GMAT Preparation
LSAT Preparation

**Writing & Publishing**
Beginning Writer’s Workshop
Business Writing
Writing Essentials
Grammar Refresher
The Keys to Effective Editing
Introduction to Internet Writing
Write and Publish Your Nonfiction Book
Writing for Children

**New Courses!**
Algebra I
Algebra II
American Literature and Composition
British Literature and Composition
Certificate in Holistic and Integrative Health
Certificate in Integrative Mental Health
Creating Classroom Centers
Geometry
Introduction to Biology
Introduction to Chemistry
Mastering Public Speaking
Microsoft PowerPoint 2010 in the Classroom
Microsoft Word 2010 in the Classroom
Performing Payroll in QuickBooks 2012 and 2013
QuickBooks for Contractors 2012 and 2013
Singapore Math Strategies: Advanced Model Drawing for Grades 6-9
Start Your Own Edible Garden
Survey of Literature
Teaching Writing: Grades K-3
World Literature and Composition

ALL COURSES ON THIS PAGE ARE OFFERED ONLINE.
PROFESSIONAL DEVELOPMENT

Personal Fitness Trainer Certification
This World Instructor Training School’s (WITS) 60-hour program covers biomechanics exercise physiology, fitness testing, equipment usage and health assessment, and leads to a national certification. It combines classroom and practical training.

July 13 – Aug. 17 (S); 9AM-4PM
CRN: 2710      Fee: $599 plus text;
$25 lab fee is payable to Go Health & Fitness Center.
Room: 312 (main campus) and
Go Health & Fitness Center*
Call to order your textbook (888.330.9487) and start reading immediately.

*Go Health & Fitness Center is located at 15 Executive Drive, Farmington, CT.

Prerequisite for taking the Personal Fitness Trainer Certification Exam is Adult/Child CPR/AED course (see page 7).

FREE!

Personal Fitness Training ONLINE Information Session
May 17 (F); Noon
Please email tx-continuing-ed@tunxis.edu to receive password and login information.

Approved for WIA Funding

Learn how to serve responsibly!

Professional Bartending with SMART Certification
This professional bartending course includes state and national SMART certification (Servers and Managers Alcohol Responsibility Training) recognized by the Connecticut Department of Liquor Control and police departments. Learn to serve responsibly, to spot signs of intoxication, and to respond appropriately. Students learn to make over 100 drinks. Instruction includes opening and closing procedures, product knowledge, speed of preparation, and people skills.

June 22 & 29 (S); 9AM-5PM CRN: 2711
OR
July 20 & 27 (S); 9AM-5PM CRN: 2712

Fee: $239 plus materials (Materials fee of $35 is payable to the instructor at the first class.)
Room: Cafeteria (main campus)
Instructor: Paul Rich teaches SMART Certification across CT and has been in the bartending industry for more than 15 years.

The SMART Program provides servers and those in the liquor industry with the training they need to avoid liquor violations.
PROFESSIONAL DEVELOPMENT

NEW! Security Guard Certification

Public Act #04-192 now mandates that all state of Connecticut security officers complete an 8-hour training course for certification. The course covers an overview of private security, public safety issues, search and seizure, use of force, basic criminal justice, and basic first aid. Participants are required to complete a written exam at the end of the course with a passing grade of 75%. Upon successful completion, students apply for a Security Officer Identification Card from the state of Connecticut. Application requirements will be reviewed in class. **Students must bring a state of CT-issued photo ID (required)**, pencil, highlighter, and lunch. Please note: The course tuition does not include the approximate $170 fee paid to the state for the identification card. Applicants are required to submit two sets of fingerprints with their Security Officer Applications when they apply (may be administered at your local police department). For more information on the Security Officer Identification Card, please visit the Connecticut Department of Public Safety website at CT.gov/DPS.

June 29 (S); 8:30AM-5PM
CRN: 2727
OR
July 27 (S); 8:30AM-5PM
CRN: 2728
OR
Aug. 10 (S); 8:30AM-5PM
CRN: 2737
Fee: $119
Room: 6-201 (main campus)
Instructor: Eric Bonaiuto has been in the security business for more than 19 years and has worked in private and public settings as well as the Berlin Board of Education.

NEW! Security Guard Certification

Whether you are a seasoned professional or new to fundraising strategy, this workshop is for you. A good fundraising event will raise unrestricted funds, give you an opportunity to share your accomplishments with current donors and provide an opportunity to cultivate potential new donors. This half-day workshop will highlight revenue-making strategies for your fundraising event, distinguish between fundraising and public relations events, and address creating an event that encourages attendees to continue to support your organization after the event is over.

May 3 (F); 8:30AM-12:30PM • Fee: $60
Location: Tunxis@Bristol, 430 North Main Street, Bristol
Instructor: Wendi Fralik serves nonprofit organizations across Connecticut and the United States, specializing in fund development, event planning and project management support.

Make the Most of Your Fundraising Event

Whether you are a seasoned professional or new to fundraising strategy, this workshop is for you. A good fundraising event will raise unrestricted funds, give you an opportunity to share your accomplishments with current donors and provide an opportunity to cultivate potential new donors. This half-day workshop will highlight revenue-making strategies for your fundraising event, distinguish between fundraising and public relations events, and address creating an event that encourages attendees to continue to support your organization after the event is over.

May 3 (F); 8:30AM-12:30PM • Fee: $60
Location: Tunxis@Bristol, 430 North Main Street, Bristol
Instructor: Wendi Fralik serves nonprofit organizations across Connecticut and the United States, specializing in fund development, event planning and project management support.

Develop a Fundraising Board

For some nonprofit organizations, securing board members is difficult enough without asking them to help you raise funds. Learn how to engage your board in fundraising and educate them about the importance of their fundraising efforts. This half-day workshop also will teach you strategies to identify prospective new members for your board.

May 10 (F); 8:30AM-12:30PM • Fee: $60
Location: Tunxis@Bristol, 430 North Main Street, Bristol
Instructor: Wendi Fralik serves nonprofit organizations across Connecticut and the United States, specializing in fund development, event planning and project management support.
NEW! **Management Series: Part I**

This training workshop is designed to provide new and future managers with a higher level of managerial skills required for success in today’s competitive workplace.

- **Session I:** Step Out and Step Up: Discover What Every Manager Should Know
- **Session II:** High-Performance Coaching: Interpersonal Skill Strategies for Superior Performance
- **Session III:** Stand Up and Be Heard: Speak Up So Others Listen to Your Needs
- **Session IV:** Become a More Effective Problem-Solver and Decision-Maker
- **Session V:** How to Deal with Impossible Clients, Bosses, and Employees

June 10 – July 8 (M); 6-9PM  
CRN: 2471 • Fee: $219  
Room: 311 (main campus) • Instructor: Anne Peck

NEW! **Management Series: Part II**

This interactive follow-up workshop is designed to develop and improve management skills that enhance your contribution to the success of your organization. Note: it is encouraged but not required to attend both sections of this certificate program.

- **Session I:** Developing Management Styles that Create Results
- **Session II:** Managing Upward: Developing Strategies that Empower You and Your Team with Motivation in Mind
- **Session III:** Managing Conflict and Negotiating to Win
- **Session IV:** Become a More Effective Problem-Solver and Decision-Maker
- **Session V:** It’s About Time: Managing Multiple Priorities
- **Session VI:** Leading Effectively with Performance Management Strategies

July 9 - Aug. 6 (TU); 6-9PM  
CRN: 2472 • Fee: $219  
Room: 311 (main campus) • Instructor: Anne Peck

**Sexual Harassment Awareness, Prevention, and Response**

Sexual harassment is a serious problem that weakens workplace morale, professionalism and productivity. If misunderstood or not appropriately addressed, sexual harassment also creates significant legal and financial liability for organizations. This seminar will help supervisors and managers understand their responsibility to ensure a harassment-free work environment. **The training session fulfills state and federal requirements for sexual harassment training for supervisors and managers.**

June 4 (T); 9-11:30AM  Fee: $50  Room: 213 (main campus)  
**Instructor:** Deanne Shapiro has more than 35 years of experience as a trainer and consultant in professional development and organizational effectiveness.
The Fundamentals of Success for Supervisors

Somehow being “the supervisor” isn’t exactly what you expected. Your employees aren’t as enthusiastic as you’d like them to be about the work that has to be done. Your boss just wants you to meet the goals. In no time, managers can find themselves distracted by people-related issues, losing ground and in danger of failing to meet business goals.

In this workshop, new supervisors and managers will learn and practice what it takes to excel at motivating employees, strengthen interactions with colleagues, and deliver outstanding results.

This workshop covers the following topics and learning objectives:
- Supervisory competencies and leadership roles
- Group dynamics (group dimensions, functions, and relationships)
- Delegation, direction, and development
- Aligning individual and team performance to business goals
- Coaching, communication and influencing styles
- Handling harmful behavior & confronting poor performance
- Developing a personal action plan

June 13 (TH); 8:30AM-12:30PM
Room: 213
or
Aug. 16 (F); 8:30AM-12:30PM
Room: 308 (main campus)
Fee: $100

Instructor: Donna Ciarfella, M.A., brings more than 25 years of experience as a leader in workforce development and human resources management for the public, not-for-profit, and for-profit sectors. She works with organizational leaders to develop training and HR programs that impact employee behaviors and enable them to stay focused on meeting business goals.

Bringing Mindfulness to Work

I’m so stressed! That is the theme song in today’s workplace. In this workshop you will learn how mindfulness practices help you manage stress. Learn how to live in the present moment and use new ways to work with challenges and difficult situations. Greater calmness can help you focus and think more clearly in all aspects of your life. This workshop covers the following topics:
- Present Moment Awareness
- Mindful Meditation
- Stress Management
- Mindful Communication
- Mindful Eating
- Body Scan
- Handling Strong Emotions

June 14 (F); 9AM-2:30PM
Fee: $85 • Room: 6-201 (main campus)

Instructor: Sharon Gutterman, Ph.D., is a mindfulness teacher who conducts workshops on mindfulness in the United States and internationally. She works with business people, school administrators, teachers, medical students, physicians and those who want to get better at managing stress and lead more balanced lives. Sharon will facilitate this program based on the highly successful Mindfulness-Based Stress Reduction program developed by Jon Kabat-Zinn, Ph.D.

For more information or to register, call 860.314.4700, email tx-bcc@tunxis.edu, or fax 860.255.3680.
Mindfulness for Health Care Professionals
“The quality of care you give to others is related to the quality of care you give yourself.”

You spend your day taking care of other people. But, who takes care of you? Learn how to practice mindfulness so that you can refresh yourself throughout the day and contribute to a more balanced personal and professional life. This workshop covers:

- Present Moment Awareness
- Stress Management
- Mindful Communication
- Handling Strong Emotions
- Mindful Meditation
- Body Scan
- Mindful Eating

June 7 (F); 9AM-2:30PM
Fee: $85 • Room: 6-201 (main campus)
Instructor: Sharon Gutterman, Ph.D.

QuickBooks 2010 – 15 hours
(CPE* Credits Available)

This QuickBooks training class covers the fundamentals of using QuickBooks 2010 to track the finances of a small business. Students will learn how to set up a new company, work with lists, set up inventory, process invoices, work with bank accounts, process payments, and enter and pay bills. Please bring a flash drive to class.

June 10 – 24; (M/W); 6–9PM
Fee: $195 plus text
Location: Tunxis@Bristol
Instructor: Jan Gyurko

For more information or to register, call 860.314.4700, email tx-bcc@tunxis.edu, or fax 860.255.3680.
NEW! iPad for the Classroom

The iPad is fast becoming the go-to classroom teaching tool.

Educators are using the mobile device for outlining, note taking, and presentations. Subject-matter apps for the iPad are also available in music, science, math, language, history, geography and more. This workshop will cover the following topics: settings and customization; gestures and multitasking; keyboarding shortcuts and text editing; apps for student learning; answers to specific audience questions and problem solving.

April 3 & 10 (W); 4-7PM  
OR  
May 23 & 30 (W); 4-7PM  
Fee: $95  
Room: 210 (main campus)

Instructor: Jan Gyurko is a trainer and consultant with more than 25 years experience as a technology and software instructor, experienced in both PC and Mac operating systems as well as devices such as iPad, iPhone, Kindle and more.

For more information or to register for this course, call 860.314.4700, email tx-bcc@tunxis.edu, or fax 860.255.3680.

Substitute Teacher Training: Become More Effective in the Classroom

Substitute teachers are in demand in every school district in CT! Whether you are currently substituting, retired, or seeking a second career, this hands-on workshop will strengthen your classroom skills, give you confidence and expertise, and enhance your teaching skills.

Create a positive impact as a skilled professional by learning to:

• Manage challenging classroom behavior situations effectively  
• Avoid the traps that cause educators to lose power  
• Master the use of a resource kit  
• Implement effective teaching strategies  
• Present stimulating lessons and fill-in activities  
• Provide no-cost/low-cost motivators to develop cooperative learning  
• Be informed about legal issues, safety procedures, and other must-know essentials

July 9 & 16 (TU); 9AM-4PM  
CRN: 2742 • Fee: $179 plus text  
Room: 311 (main campus) • Instructor: Anne Peck
NEW! Continuing Education for Plumbers 5-Hour Workshop
For P2 and J2 Plumbers

All plumbers are required by the state of Connecticut to take continuing education credits each year to maintain their license. Our Plumbers 2013 program includes; gray water recoveries, NFPA 58, rainwater harvesting, state regulations, OSHA and more.

Class meets 8AM–1:15PM

Your Choice: June 15 (Sat.), July 26 (Fri.), Aug. 16 (Fri.), Aug. 17 (Sat.), Sept. 13 (Fri.), Sept. 21 (Sat.), Sept. 30 (Mon.)

Fee: $85

For more information or to register, call 860.314.4700, email tx-bcc@tunxis.edu, or fax 860.255.3680.
Ready, Aim, Write!

Hit a bull’s-eye with your target audience and get the results you need from your communication. This workshop will focus on how to write so that your messages are clear, concise and action oriented. You will learn how to write for shared understanding across your organization. Writing exercises are designed to help ensure smooth hand-offs from one committee or department to the next.

You will use actual memos and proposals, project reports, white papers – even email you are preparing to send to your colleagues – while participating in classroom and small group discussion. If possible, participants should bring an actual draft of a job-related document they are working on (memo, whitepaper, report, etc.; not a résumé).

**June 12 (W), 8:30AM-12:30PM**
**Fee:** $95  **Room:** 6-20 (main campus)

**Instructor:** Mike Jordan-Reilly, M.A., is owner and principal of Jordan-Reilly Associates (JRA), writing and editorial services. He has 30 years of corporate and journalism experience and works directly with clients at all levels to develop strategic business-to-business and consumer messages for all forms of print and electronic media.

For more information or to register, call 860.314.4700, email tx-bcc@tunxis.edu, or fax 860.255.3680.

NEW!  Tunxis Community College Placement Preparation

This one-day, two-hour workshop is designed to familiarize you with community college placement requirements and help improve your academic placement in the Connecticut Community College System.

All new students are required to take ACCUPLACER, the community college placement assessment. The results will determine your eligibility to take courses with English and/or math prerequisites. ACCUPLACER is a “high stakes” test. This workshop and your own preparation can improve your test results and course placement level.

**Workshop topics include:**
- An overview of ACCUPLACER
- Test-taking strategies
- Sectional content (there are four content sections)
- Study guide and additional preparation resources

**Fee:** $25  
**Room:** 313 (main campus)

**Saturdays; 10AM-12PM,** April 6; April 13; April 20; April 27; May 4; May 11; May 18; June 1; June 8; June 15; June 22; July 13; July 20; July 27; Aug. 3 & 10

**Mondays; 6-8PM,** June 10; July 8; July 15

**Tuesdays; 6-8PM,** May 28; June 25; July 23; Aug. 6

For more information or to register, call 860.314.4700, email tx-bcc@tunxis.edu, or fax 860.255.3680.
Largest Program in Connecticut!

Courses available in Farmington, East Granby, Fairfield, and Stratford

Motorcycling is one of the most exciting forms of transportation. You are totally responsible for every action taken — from timing each shift to keeping a keen eye out for other motorists. To understand these responsibilities, a CT Motorcycle Rider course is the place to start. Expert instruction is offered to both the beginner and the experienced rider.

Students must have the ability to ride a bicycle. A 10% insurance discount, and exemption from the CT Department of Motor Vehicles (DMV) on-cycle skills test, are bonuses of the program.

**IT’S THE LAW!**

*All applicants for a new motorcycle license must successfully complete the Connecticut Motorcycle Rider Education Program.*

**Basic Motorcycle Rider Course:**

- Designed for the individual with little or no riding experience. Includes six hours of classroom instruction and 12 hours of on-cycle training. Classes are held evenings and weekends. You must have a driver's license or motorcycle permit and be physically able to operate a motorcycle. Motorcycles will be provided. Scooters available upon request.

- **Fee:** $200 nonrefundable

**Experienced Rider Course:**

- Designed to improve rider skills in braking, evasive maneuvers, and turning, this course will provide you with “street strategies” to help you guard your safety. You will use your own motorcycle and will need a valid motorcycle license, registration, and insurance card.

- **Fee:** $85 nonrefundable

**Advanced Rider Course:**

- A one-day, on-cycle and classroom course for experienced riders designed to improve safety awareness and skill development in areas of risk management and decision-making. Requirements: valid motorcycle license, street-legal motorcycle or scooter, and insurance card.

- **Fee:** $50 nonrefundable

**Private Lessons:**

- Enjoy a personalized learning environment. Private and semi-private lessons comprise a maximum of 16-hours of both classroom and on-cycle instruction. Rider’s ability determines length of course.

- **Fee:** $850 private, $425 semi-private

**IMPORTANT! NO EXCEPTIONS.**

Motorcycle course fees are nonrefundable. Select your class dates carefully to ensure your ability to attend ALL SESSIONS of your class, on time. Any absence or tardiness will require you to register for another course, pay again, and start over. If you know you will miss a session due to a vacation, wedding, work, etc., **DO NOT** enroll in that class; please choose another.

Classes run April through October.

Contact us to receive your 2013 Motorcycle Rider schedule of dates/times and registration information, or visit tunxis.edu/motorcycle.

For more information, call 860.255.3671 or 3681.

**ride4ever.org**

Visit ride4ever.org to prepare for your course (download course manual and study questions in advance), access safety information, and learn all the latest news. Also, watch the Basic Rider Course 5-minute video, a summary of the training program.
Digital Photography Basic Level Core Program

Our newly developed core program draws upon over 20 years of digital photography experience of our professional photographers. At the heart of the 3-course program is the belief that the beginning photographer in this age of digital photography must possess a solid knowledge of:

1. HOW TO USE the digital camera;
2. HOW TO APPLY that knowledge while taking pictures;
3. HOW TO CONTROL AND ENHANCE the digital photo in post-production in a professional manner.

Students who complete the entire program can count on being able to apply what they have learned in pursuing their photography ambitions. They also will be eligible to take more advanced courses such as “Studio Lighting,” “Portraiture,” “Wedding Photography,” “Studio Product Photography,” “Food Photography,” “Lightroom 4,” “Photoshop Elements 11,” and many more courses designed to provide them with advanced professional photography training.

NOTE: All advanced courses require the prerequisite of completing the (3) core program courses or the permission of the instructor based on portfolio review and interview.

Basic Level-1:
Understanding Your SLR Digital Camera

Learn how to operate a SLR 35mm digital camera, and the creative potential of this medium. Whether you are just beginning or have been “shooting” for awhile, you will benefit from this class. Learn how to take full advantage of your camera’s capabilities. Topics include: camera handling, use of different lenses, filters, depth-of-field, shutter speeds, flash photography, tripods, and composition. Join us in an informal atmosphere with emphasis on the individual needs of each student. Students will need a 35mm SLR digital camera with manual controls.

June 13 – July 11 (TH); 6-9PM – 4 sessions
(No class July 4)  Fee: $145
Location: Tunxis@Bristol
Instructor: Eric Dreeke

Basic Level-2:
Applied Creative Photography

In Basic Level-1 you learned how to use your digital camera. Now it’s time to practice what you’ve learned in this hands-on course. The first class begins with a review of the 35mm digital camera and discussion of the indoor and outdoor locations you will be photographing. Practical field training and demonstrations of depth-of-field, aperture and speed priority settings, ISO control, lens speeds, understanding telephoto vs. wide angle lens, image composition, understanding the “quality of light” and how it affects the mood of a picture, time exposures vs. motion capture, capturing textures, surface reflections, and more will all be emphasized and explored. An entire class session will be dedicated to reviewing student images and discussing the do’s and don’ts of producing a specific photographic look or mood and finding your style. Images from professional photographers will be used as visual examples during an extensive Q and A wrap-up. Prerequisite: Basic Level-1 or permission of the instructor based on portfolio review and interview.

July 13 – Aug. 3 (S); 10AM-1PM – 4 sessions
Fee: $145
Location: Tunxis@Bristol (for first class only)
Instructor: Eric Dreeke

For more information or to register, call 860.314.4700, email tx-bcc@tunxis.edu, or fax 860.255.3680.
**PHOTOGRAPHY COURSES**

**Basic Level-3: Digital Image Manipulation Using Photoshop Elements 11**

A big misconception many digital photographers share is the belief that their high resolution digital images do not require further development once they are shot. All professional photographers know that even with basic sharpening, color and temperature corrections, and spotting (cloning), their photos have greater visual impact.

In Basic Level-3, the digital photographer is exposed to the power of Photoshop Elements 11 and digital image manipulation and correction. Taught from the photographer’s perspective, our “learn-by-doing” approach will cover many of the important adjustments and filter tools required to import, correct, enhance, sharpen, crop, and modify digital images. You will practice perspective control, cropping for impact, color correcting for mood, and become proficient in eliminating unwanted areas of their photograph. Working with a select group of your images depicting people, places, or things, you’ll move quickly through a series of pre-planned, step-by-step exercises that build upon one another in a logical and practical fashion. (NOTE: Course is taught on PC format but you may bring your Mac laptop if you wish.)

**Prerequisite:** Basic Level-1 and Basic Level-2 or permission of the instructor based on portfolio review and interview.

**June 8, 15, 22, 29 (S); 9AM - 2PM**

**July 13, 20, 27, Aug. 3 (S); 9AM - 2PM**

**Fee:** $185

**Location:** Tunxis@Bristol

**Instructor:** David Archambault

For more information or to register for courses at Tunxis@Bristol, call 860.314.4700, email tx-bcc@tunxis.edu, or fax 860.255.3680.

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**Introduction to the Art of Black & White Photography: Darkroom**

Express your creativity in the darkroom! If you love black and white photographs, this beginner-friendly course is for you. Learn how to better use your 35mm film camera for creating black and white negatives and printing black and white prints in the classic way. You will learn how to properly develop black and white 35mm film, develop darkroom skills and printing techniques, such as dodging & burning, use of filters vs. paper grades to control image contrast and tonality, and proper tray developing techniques for bringing out the most in your image. A 35mm SLR camera with manual controls is required. We’ll be using traditional black & white films and papers.

**June 14 – Aug. 16 (F); 6:30-9:30PM – 10 sessions**

**Fee:** $229 (Approximate materials expenses: $100)

**Room:** 6-222 (main campus)

**Instructor:** Eric Dreeke
What separates the professional photographers from the amateurs is knowledge and use of artificial lighting and light modifiers to produce the exact visual mood they have imagined when photographing indoors. Control of the “quality” and “quantity” of artificial light must be understood and practiced to obtain this effect. This course is designed to introduce the beginning photographer to various artificial light sources and light modifiers through a series of presentations and hands-on practice.

Demonstration and practice of:

- **Hot lights**
- **Strobe lights**
- **Umbrellas, bounce and translucent screens**
- **Hard edge and soft edge “quality” of light**
- **Color temperature**
- **White balance**
- **Digital histogram**
- **Light modifiers**
- **Directional lighting**
- **Mood lighting**
- **“Hair” light**
- **Lighting ratios**
- **Mixed source lighting**
- **Portrait, full figure, and group lighting**
- **Lighting on a “shoestring”**
- **Studio strobes – large and small**

### Session 1

In the first week, the instructor will demonstrate the use of the two most popular sources of artificial lighting to the students. Tungsten (incandescent) light and strobe light are the two most widely used by most professionals. The “quality” and “quantity” of light from each of these sources will be demonstrated along with the use of photographic umbrellas, bounce cards, translucent sheeting, (light modifiers), etc., and how they change the direction and mood of the light.

### Session 2

Week two will be dedicated exclusively to demonstrating and exploring incandescent “hot” lighting sources from a simple flood light in a reflector clamped to a door or table edge to the use of high-output daylight or tungsten photography bulbs. Plenty of hands-on participation here will demonstrate to the students the plus and minuses of using “hot” lights and light modifiers to set the desired quality and mood of the scene.

### Session 3

Strobe lighting will be the subject for this class. Ranging from the use of inexpensive mini-strobes to the more powerful professional strobes, the teacher will demonstrate the pluses and minuses of using these light sources. Emphasis will be placed on learning how to read digital histograms to determine proper exposure and setting of the proper “white balance.” Students will practice lighting using a variety of light modifiers to control the quality and mood of strobe lighting.

### Session 4

Demonstrating the use of more than one light source, light modifiers and the mixing of “hot” and “strobe” lighting, the instructor will talk about time exposures and the “dragging-of-the-shutter” to take advantage of the unique qualities of each light source. In-class practice will give students the opportunity to apply their earlier training in Sessions 2 and 3 while exploring the use of multiple and mixed lighting techniques.

**Prerequisites:** Completion of Basic Level: 1 Understanding Your SLR Digital Camera and Basic Level: 2 Applied Creative Photography or the approval of the instructor. Students are required to bring their digital SLR camera to class. Lighting equipment is not required but may be brought to class for personal use by the student.

**June 10 - July 1 (M); 6-9PM**
**Fee:** $145
**Location:** Tunxis@Bristol
**Instructor:** Eric Dreeke

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**For more information or to register for courses at Tunxis@Bristol, call 860.314.4700, email tx-bcc@tunxis.edu, or fax 860.255.3680.**
NEW!

Stock Photography/Make Money and Have Fun

If you are an amateur photographer and are comfortable with the quality of your work, consider stock photography as a possible source of income. Stock photographers shoot a variety of images and, through stock agencies, sell them to magazines, large and small businesses, advertising agencies, textbook companies, etc. All the information necessary to set up your own stock photography business will be presented in this course.

June 15 – 29 (S); 9:30AM – 12:30PM
CRN: 2717  Fee: $129
Room: 312 (main campus)

Instructor: Peter Glass has owned and operated a successful commercial and stock photography business for the past 30 years with specialties in portrait, editorial, corporate and stock photography. Visit stockpeterglass.com to see his current work.

NEW!

No Flash, No Problem

Ambient light is all around us in many different forms (sunlight, daylight, tungsten light, fluorescent light, candle light) and colors (blue, red, orange, green). By manipulating these various types of illumination, some stunning images can be produced. All it takes are some sheets of black, white, and colored cardboard, a roll of aluminum foil, an old shower curtain and a little imagination. Supplies will be made available by the instructor. Students are encouraged to bring their cameras tripods, and objects to be photographed to class, where plenty of shooting time will be available.

June 15 – 29 (S); 1:30– 3:30PM
CRN: 2718  Fee: $119
Room: 312 (main campus)
Instructor: Peter Glass
Certified Pediatric Babysitting Course: Medic First Aid

This two-day, 8-hour course is designed for those aged 11 to 17 who plan to babysit. Topics covered include specific first aid and prevention topics, one-rescuer adult and pediatric CPR, foreign-body airway obstruction and other babysitting-related topics.

Cost covers textbook, practical and written exams, Patho-Shield Plus key chain, and course completion cards.

**June 28 (F), 4-8PM & June 29 (S), 10AM-2PM**
CRN 2713

**OR**

**Aug. 9 & 10 (F/S); 10AM-2PM**
CRN 2714

Fee: $95 • Room: 6-127 (main campus)
Instructor: Lou Brockett

NEW! Zumba® Fitness

Zumba Fitness is the only Latin-inspired dance fitness program that blends international music and contagious steps to form a fitness party that is downright addictive. Since its inception in 2001, the Zumba program has grown to become the world’s largest and most successful dance fitness program with more than 14 million people of all shapes, sizes and ages taking weekly Zumba classes in over 140,000 locations across more than 150 countries. Students should bring water and wear workout clothes with sneakers.

**June 3 – July 8 (M); 6-7PM**
CRN: 2715

**OR**

**July 22 – Aug. 26(M); 6-7PM**
CRN 2716
Fee: $45

Room: Founders Hall (main campus)
Instructor: Cynthia Riccio, Licensed Zumba® Instructor/ CPR Certified
Fifty Shades of Publishing: How to Publish Your Book

Do you have a manuscript that you would love to publish? Don’t miss this opportunity to learn how to self-publish and market your book. Topics include an overview of the history of publishing; the business and technology of publishing; book design aspects such as cover, spine, binding, and paper stock; production timelines; and marketing issues such as how to set up signing and reading tours, arrange for book reviews, and create a successful retail distribution.

July 13 (S); 10AM-2PM CRN: 2719
Fee: $49 • Room: 311 (main campus)

Instructor: David Ewen founded the Ewen Prime Company in 1994 as a publishing house and has become a consulting firm for book and music publishing and film production.

NEW!
Introduction to the Guitar

Grasp the essentials needed to begin playing your acoustic or electric guitar (electric guitar requires a small amp). You’ll learn an easy approach to get you playing quickly, through a combination of exploring the instrument, performance technique, and basic music theory. Remember to bring your acoustic or electric guitar with amp!

July 9 – 24 (TU/W); 6-7PM
CRN: 2729

OR

Aug. 6 – 21 (TU/W); 6-7PM CRN: 2730
Fee: $199

Room: Founders Hall (main campus)

Instructor: Kevin O’Neil, instructor of music history & appreciation and jazz improvisation, received his B.A. from Hartt School of Music, a master’s from Wesleyan University, and Ph.D. from University of Southampton, United Kingdom.

NEW!
Writing Teen Fiction

This course will prepare writers of all levels and genres with the necessary skills to complete a teen novel of short story. We will explore the do’s and don’ts of teen fiction with an emphasis on dialogue, plot, point of view, character, setting, voice, and themes. Students will develop either a short story or work-in-progress novel throughout the class and leave with a thorough understanding of the teen novel and feel confident to create a work of their own.

July 23 – Aug. 15 (TU/TH); 6-8PM
CRN: 2379 • Fee: $159
Room: 312 (main campus)

Instructor: Hunter Liguore, has been published in the Bellevue Literary Review, The Writer’s Chronicle, Mason Road, The MacGuffin, Strange Horizons, Steampunk Tales, SLAB Literary, and more, and is the editor-in-chief of the print journal American Athenaeum and the online history project/journal 1 Bookshelf. She holds an M.F.A. in creative writing.
SPECIAL INTEREST COURSES

Combined
Basic Safe Boating/Personal Watercraft
This 10-hour course, taught by the Department of Energy & Environmental Protection, volunteers is designed to fulfill the requirements for the Connecticut Safe Boating Certificate and Personal Watercraft. Course fee does not include the one-time lifetime license fee. Questions? Call the DEEP Boating Office at 860.434.8638.

June 3, 5, 10, 12 (M/W); 6:30-9PM
CRN: 2720
OR
July 8, 10, 15, 17 (M/W); 6:30-9PM
CRN: 2721
OR
Aug. 5, 7, 12, 14 (M/W); 6:30-9PM
CRN: 2722
Fee: $20 nonrefundable
Room: 312 (main campus)

NEW! One Day Coastal Navigation
Keep your investment “off the rocks” with a course in coastal navigation. Sharpen your boating skills and have the confidence to venture to new places off shore. This course is designed for those 12 years and older. Classes are small to ensure students develop hands-on charting and plotting skills using nautical charts, tools and publications. Topics include: longitude and latitude; position fix, dead-reckoning; GPS and radar basics; compass deviation and variation, using plotting tools; marine time conversions; speed, distance and time calculations and cruise planning. Upon completion of the class, students will receive the DEEP Connecticut Coastal Boaters Endorsement sticker for their operating certificate. Students need to bring a calculator to class. Prerequisite: basic safe boating course or instructor permission prior to the start of the course.

July 13 (S); 8:30AM-4:30PM
CRN: 2726
Fee: $89
Room: 6-127 (main campus)

One-Day Combination Safe Boating/Personal Watercraft Course
A complete basic safe boating certification course taught in one, 8-hour day. Successful completion will allow the student to obtain a Connecticut Certificate of Personal Watercraft Operation, which enables them to operate recreational vessels up to 65 feet in length (including jet skis). An easy to understand classroom format is designed for students age 10 and over. Course fee does not include the one-time lifetime license fee. Students should bring a pen or pencil to class. Fee: $89
All classes meet for one Saturday, 8:30AM - 4:30PM
Room: 6-127 (main campus)
June 2, CRN: 2723
OR
July 20, CRN: 2724,
OR
Aug. 17, CRN: 2425

PRIOR TO TAKING A BOATING CLASS, each student must create an account online at www.ct.gov/deep.

• Click “Purchase a Hunting/Fishing License” and then click the START button.
• Print the page that includes your Conservation ID number and bring it to class
• Once your score is entered in the DEEP system, you will use your account to purchase and print the certificate after class.
Withdrawals/Refunds:
Refunds may be obtained if your written withdrawal is submitted to the Workforce Development & Continuing Education Office three business days prior to the first meeting of your class. Refunds generally take 2-4 weeks to process. There are no refunds once a class has started. There are no refunds for Motorcycle Safety Training at any time.

Course Cancellations:
Low enrollment may result in course cancellation. Students may accept a refund or transfer the tuition to another course during that semester. In the event of inclement weather, please check the Weather Line at 860.255.4250 or our website: tunxis.edu.

Student Conduct:
Students are expected to behave according to the socially accepted standards of the College community. Each student is expected to uphold ethical standards in academic performance. Failure to comply with the College’s guidelines for conduct, as directed by policy of the Connecticut Board of Regents for Higher Education, may be grounds for dismissal.

Parking Policy:
To avoid having to pay a parking fine, please park in student-designated parking lots on the right as you enter campus. Do not park in areas reserved for faculty and staff.

Directions to Tunxis:
For directions, visit the Tunxis website at tunxis.edu/directions.

Tunxis Community College is located at the intersection of Routes 6 & 177: 271 Scott Swamp Road, Farmington, CT

Tunxis@Bristol is located at 430 North Main Street in Bristol, CT (In North Side Square near The Super Natural Market & Deli).

Find us on Facebook

For Continuing Education information and more, become a fan on Facebook: facebook.com/tunxis.
REGISTERED MEDICAL ASSISTANT PROGRAM

Classes run every spring and fall.
- 10-month program
- Hands-on labs and clinical externships
- Approved by the American Medical Technologists (AMT)

Free Information Sessions Available!
See Inside for Details.

Call 860.255.3684