



SANTA MONICA COLLEGE

# Noncredit Initiatives

# FREE CLASSES

## FALL 2025 PROGRAMS

All Noncredit courses are free to enroll. Some classes are online, some are "on ground" (in-person), and some are a combination (hybrid or flex), refer to "Modality" to determine if online, Hybrid, Flex or On Ground. **Fall 2025 CNA and HHA Pre-Certification programs' application submission deadline was July 18th.** Applications submitted after July 18th will be placed on a wait list for the following semester.

### BICYCLE MAINTENANCE

Modality: On Ground ♦ Instructor: Colitre D

COURSE LISTINGS	BEGIN DATE - END DATE
1) <b>Bicycle Maintenance Level 1 – BCYCLE 901</b> DRSCHR 122 <u>Section #7001</u> M W 6:00 pm – 8:30 pm <u>Section #7088</u> T Th 6:00 pm – 8:30 pm	1) SEE BELOW FOR DAYS MON/WED SEP 08 - OCT 22 TUE/THU SEP 09 - OCT 23
2) <b>Bicycle Maintenance Level 1 – BCYCLE 902</b> DRSCHR 122 <u>Section #7002</u> M W 6:00 pm – 8:30 pm	2) MON / WED OCT 27 - DEC 10

### BUSINESS ESSENTIALS - LEVEL 1

Modality: On Line ♦ Instructor: Oliveri J S

COURSE LISTINGS	BEGIN DATE - END DATE
1) <b>Introduction to Business - Basic – BUS 901</b> ON LINE <u>Section #7003</u> F 9:30 am – 12:30 pm	1) FRIDAYS SEP 12 - OCT 17
3) <b>Introduction to Business Mindset – BUS 902</b> ON LINE <u>Section #7004</u> F 9:30 am – 12:30 pm	3) FRIDAYS OCT 31 - DEC 12

### CUSTOMER SERVICE

Modality: On Line ♦ Instructor: Oliveri J S

COURSE LISTINGS	BEGIN DATE - END DATE
1) <b>Customer Service Level 1 – BUS 911</b> ON LINE <u>Section #7005</u> Th 6:00 pm – 9:00 pm	1) THURSDAYS SEP 18 - OCT 23
2) <b>Customer Service Level 2 - BUS 912</b> ON LINE <u>Section #7006</u> Th 6:00 pm – 8:05 pm	3) THURSDAYS OCT 30 - DEC 18

### \*RECEPTIONIST

Modality: On Ground + Scheduled On Line Class Times

COURSE LISTINGS	BEGIN DATE - END DATE
1) <b>Customer Service Level 1 – BUS 911</b> ON LINE <u>Section #7005</u> Th 6:00 pm – 9:00 pm Oliveri J S	1) THURSDAYS SEP 18 - OCT 23
2) <b>Basic Computer Skills – CIS 902</b> (BUS 255) ON GROUND <u>Section #7081</u> T 9:30 am – 10:50 am El-Khoury N R	2) TUESDAYS SEP 02 - DEC 23
3) * <b>Fundamentals of Microsoft Office – CIS 903</b> (not offered in Fall)	3) *NOT AVAILABLE

### REHABILITATION THERAPY AIDE

Modality: On-Ground ♦ Instructor: Jabbari-Kohnehs N

COURSE LISTINGS	BEGIN DATE - END DATE
1) <b>Intro to the Career of a Rehabilitation Therapy Aide – HEALTH 900</b> <u>Section #7085</u> S 9:00 am – 2:15 pm BUNDY 335	1) SATURDAYS SEP 06 - OCT 04
2) <b>Clinical Practice for a Rehabilitation Therapy Aide – HEALTH 902</b> <u>Section #7086</u> S 9:00 am – 2:15 pm BUNDY 335	2) SATURDAYS OCT 11 - NOV 08
3) <b>Kinesiology for a Rehabilitation Therapy Aide – HEALTH 904</b> <u>Section #7087</u> S 9:00 am – 2:15 pm BUNDY 335	3) SATURDAYS NOV 15 - DEC 20

## INTRODUCTION TO EARLY CARE AND EDUCATION

Modality: Hybrid ♦ Instructor: Reyes D

COURSE LISTINGS	BEGIN DATE - END DATE
1) <b>Introduction to Early Care and Education – ECE 901</b> BUNDY 339 <u>Section #Z011</u> S 11:10 am – 12:40 pm (+Arrange 2 Hours with Instructor)	1) <b>SATURDAYS + ARRANGE</b> OCT 04 - OCT 25
2) <b>Culturally Relevant Curriculum – ECE 902</b> BUNDY 339 <u>Section #Z012</u> S 11:10 am – 12:40 pm (+Arrange 2 Hours with Instructor)	2) <b>SATURDAYS + ARRANGE</b> NOV 01 - NOV 22
3) <b>Early Care Licensing &amp; Workforce Readiness – ECE 903</b> BUNDY 339 <u>Section #Z013</u> S 11:10 am – 12:40 pm (+Arrange 2 Hours with Instructor)	3) <b>SATURDAYS + ARRANGE</b> DEC 06 - DEC 20

## \*\* ESL FOR COLLEGE & CAREER PATHWAYS - EARLY CHILDHOOD EDUCATION

Modality: Hybrid ♦ Instructor: Hovhannisyan T T

COURSE LISTINGS	BEGIN DATE - END DATE
1) <b>** ESL for College &amp; Career Pathways: Introduction - ESL 994</b> BUNDY 339 <u>Section #Z056</u> S 9:30 am – 11:00 am (+Arrange 1.5 Hours with Instructor)	1) <b>SATURDAYS + ARRANGE</b> SEP 06 - OCT 25
3) <b>** ESL for College &amp; Career: Effective Communication - ESL 995</b> BUNDY 339 <u>Section #Z058</u> S 9:30 am – 11:00 am (+Arrange 1.5 Hours with Instructor)	3) <b>SATURDAYS + ARRANGE</b> NOV 01 - DEC 20

## INTRODUCTION TO WORKING WITH OLDER ADULTS

Modality: On Ground

COURSE LISTINGS	BEGIN DATE - END DATE
1) <b>Providing Care to Older Adults – HEALTH 905</b> BUNDY 321 <u>Section #Z060</u> S 9:00 am – 1:15 pm	1) <b>SATURDAYS</b> OCT 04 - OCT 25
2) <b>Communication with Older Adults – HEALTH 906</b> BUNDY 321 <u>Section #Z061</u> S 9:00 am – 1:15 pm	2) <b>SATURDAYS</b> NOV 01 - NOV 22
3) <b>Wellness in Older Adults – HEALTH 907</b> BUNDY 321 <u>Section #Z062</u> S 9:00 am – 1:15 pm	3) <b>SATURDAYS</b> DEC 06 - DEC 20

## \*\* ESL FOR COLLEGE & CAREER PATHWAYS - HEALTHCARE PATHWAYS

Modality: On Ground ♦ Instructor: Stein J R

COURSE LISTINGS	BEGIN DATE - END DATE
1) <b>** ESL for College &amp; Career Pathways: Introduction - ESL 994</b> BUNDY 339 <u>Section #Z057</u> F 9:30 am – 12:30 pm	1) <b>FRIDAYS</b> SEP 05 - OCT 24
3) <b>** ESL for College &amp; Career: Effective Communication - ESL 995</b> BUNDY 339 <u>Section #Z059</u> F 9:30 am – 12:30 pm	3) <b>FRIDAYS</b> OCT 31 - DEC 19

## \*\*\* SUSTAINABILITY ASSISTANT

Modality: Hybrid ♦ Instructor: Charles V

COURSE LISTINGS	BEGIN DATE - END DATE
1) <b>Fundamentals of Sustainability – SST 901</b> ONLINE <u>Section #Z091</u> Arrange 4.5 Hours with Instructor	2) <b>ARRANGE 4.5 HOURS</b> OCT 27 - DEC 19
2) <b>Sustainability Outreach – SST 902</b> MSB 206 <u>Section #Z080</u> W 11:00 am – 12:30 pm (+Arrange 1.5 Hours with Instructor)	2) <b>WEDNESDAYS + ARRANGE</b> SEP 03 - NOV 19
3) <b>Impacts of Policy on Sustainability – SST 908</b> N/A *** This course is not offered in Fall 2025	2) <b>NOT OFFERED THIS FALL</b> N/A

\*To petition for the RECEPTIONIST certificate, all three courses must be completed. Fundamentals of Microsoft Office - CIS 903 is not currently offered. Ask your counselor for more information about noncredit certificates.

\*\* Students in these high intermediate/advanced ESL courses practice speaking, listening, reading, vocabulary, and study skills, produce written work, and give oral presentations relevant to career pathways in ECE and Healthcare. Students are strongly encouraged to co-enroll in the corresponding certificate program in Early Childhood Education and/or Healthcare pathways.

\*\*\* To petition for the **SUSTAINABILITY ASSISTANT** certificate, all three courses must be completed within the same academic year. One of the courses, **SST 908** is not offered during the FALL 2025 semester and must therefore have already been completed, or to be completed the following semester, before students can petition for the career certificate.



## CERTIFIED NURSE ASSISTANT PRE-CERTIFICATION



## HOME HEALTH AIDE PRE-CERTIFICATION

**ADMISSION REQUIREMENTS:** Because classes take place in a clinical setting you will be required to pay for a background check, drug screening and have a current CPR certification. Anticipated out of pocket expenses range from \$250-\$350.

**APPLICATIONS** for Fall 2025 CNA and HHA Pre-Certification programs were accepted during the period of **Monday, June 2nd until Friday, July 18th**. Applications submitted after July 18th will be placed on a wait list for the following semester.

For the full list of CNA and HHA admission requirements, dates and enrollment process, email [NoncreditRegistration@smc.edu](mailto:NoncreditRegistration@smc.edu) or [CertifiedNursingAssistant@smc.edu](mailto:CertifiedNursingAssistant@smc.edu)

**Modality: On-Ground**

### CERTIFIED NURSE ASSISTANT PRE-CERTIFICATION

COURSE LISTINGS	BEGIN DATE - END DATE
<b>1) Nurse Assistant Pre-Certification</b> <b>Foundational Training – Health 985</b> <i>Section #7063</i> W Th 8:00 am – 12:45 pm <b>ON GROUND</b> <b>BUNDY 328</b>	<b>1) WED / THU</b> SEP 03 - OCT 23
<b>2) Nurse Assistant Pre-Certification</b> <b>Foundational Clinical Training Lab - Health 986</b> <i>Section #7064</i> M T 7:00 am – 2:00 pm <i>Section #7065</i> M T 7:00 am – 2:00 pm <i>Section #7066</i> M T 7:00 am – 2:00 pm <i>Section #7067</i> M T 7:00 am – 2:00 pm <b>LOCAL HOSPITAL</b>	<b>2) MON / TUE</b> SEP 02 - OCT 21

### HOME HEALTH AIDE PRE-CERTIFICATION

COURSE LISTINGS	BEGIN DATE - END DATE
<b>1) Home Health Aide Pre-Certification</b> <b>Foundational Training - Health 987</b> <i>Section #7068</i> W Th 9:00 am – 1:15 pm <i>Section #7069</i> W Th 9:00 am – 1:15 pm <b>ON GROUND</b> <b>BUNDY 440</b> <b>BUNDY 414</b>	<b>1) WED / THU</b> SEP 03 - SEP 18 OCT 29 - NOV 13
<b>2) Nurse Assistant Pre-Certification</b> <b>Clinical Training Lab - Health 988</b> <i>Section #7070</i> F 7:00 am – 4:30 pm <i>Section #7071</i> F 7:00 am – 4:30 pm <b>LOCAL HOSPITAL</b>	<b>2) FRIDAYS</b> SEP 05 - SEP 19 OCT 31 - NOV 14

# STEPS TO ENROLL IN THESE FREE NONCREDIT CERTIFICATE PROGRAMS

- 1) New students to SMC may register via email by sending an email to [noncreditregistration@smc.edu](mailto:noncreditregistration@smc.edu) to obtain an application form or by visiting [www.smc.edu/noncredit](http://www.smc.edu/noncredit).
- 2) Students ONLY ENROLLED in Noncredit courses: Enroll in Noncredit Vocational Certificate courses by emailing [noncreditregistration@smc.edu](mailto:noncreditregistration@smc.edu).
- 3) Current SMC students: Register through Corsair Connect or by emailing [noncreditregistration@smc.edu](mailto:noncreditregistration@smc.edu).
- 4) If you are applying to the CNA or HHA programs, start the process by contacting the noncredit office [noncreditregistration@smc.edu](mailto:noncreditregistration@smc.edu).



Students may take individual classes, however, all the program's classes must be taken in sequence, to be awarded certificate of completion.



## No Computer? No Problem!

Enrolled SMC students can borrow free Chromebooks. Ask your SMC Noncredit Student Services team (supplies are limited).

## YOUR NONCREDIT STUDENT SERVICES TEAM IS HERE TO HELP YOU ENROLL IN-PERSON, BY PHONE & EMAIL

- **Bundy Campus Office Hours, Suite 112 :** Monday - Friday, 8:30am - 4:30pm
- **Phone:** (310) 434-3399
- **Web:** [www.smc.edu/noncredit](http://www.smc.edu/noncredit)
- **Email:** [NoncreditRegistration@smc.edu](mailto:NoncreditRegistration@smc.edu)
- **Facebook:** SMC Noncredit Programs



# ENROLL NOW FOR FALL