

FREE CLASSES SPRING 2026 PROGRAMS



All Noncredit courses are free to enroll. Some classes are online, some are flex or on ground (in-person). Refer to “**Modality**” to see if the course is On Ground, Online, Hybrid, or Flex. **Application deadline for the Spring 2026 CNA and HHA Pre-Certification is Wednesday, December 31, 2025.**

BUSINESS ESSENTIALS - LEVEL 1

Modality: Scheduled Online Class Times ♦ Instructor: Oliveri J S

COURSE LISTINGS	BEGIN DATE - END DATE
1) Introduction to Business-Basic - BUS 901 <i>Section #7003 F 9:00 am – 12:00 pm</i>	1) FRIDAYS MAR 13 - APR 10
2) Introduction to Business Mindset - BUS 902 <i>Section #7004 F 9:00 am – 12:00 pm</i>	2) FRIDAYS MAY 01 - JUN 05

CUSTOMER SERVICE

Modality: Scheduled Online Class Times ♦ Instructor: Oliveri J S

COURSE LISTINGS	BEGIN DATE - END DATE
1) Customer Service Level 1 - BUS 911 <i>Section #7005 Th 6:00 pm – 9:00 pm</i>	1) THURSDAYS MAR 05 - APR 09
2) Customer Service Level 2 - BUS 912 <i>Section #7006 Th 6:00 pm – 9:00 pm</i>	2) THURSDAYS APR 30 - JUN 04

BICYCLE MAINTENANCE

Modality: On-Ground ♦ Instructor: Colitre D A

COURSE LISTINGS	BEGIN DATE - END DATE
1) Bicycle Maintenance Level 1 - BCYCLE 901 <i>Section #7001 MW 6:00 pm – 8:05 pm</i> DRSCHR 122	1) MON / WED MAR 09 - MAY 06
2) Bicycle Maintenance Level 2 - BCYCLE 902 <i>Section #7002 MW 6:00 pm – 8:30 pm</i> DRSCHR 122	2) MON / WED MAY 11 - JUN 15

*RECEPTIONIST

Modality: On Ground + Scheduled On Line Class Times

COURSE LISTINGS	BEGIN DATE - END DATE
1) Customer Service Level 1 - BUS 911 ON LINE <i>Section #7005 Th 6:00 pm – 9:00 pm</i>	1) THURSDAYS MAR 05 - APR 09
2) Fundamentals of Microsoft Office – CIS 903 ON GROUND <i>Section #7007 T 9:30 am – 10:50 am</i> Location: BUS 255	2) TUESDAYS FEB 17 - JUN 16
3) *Basic Computer Skills – CIS 902 (This course is not offered in Spring 26)	3) *NOT AVAILABLE

* To petition for the RECEPTIONIST certificate, all three courses must be completed. Basic Computer Skills - CIS 902 is not offered this Spring. Ask your counselor for more information about noncredit certificates.

SUSTAINABILITY ASSISTANT

Modality: Flexible + Scheduled Online Class Times ♦ Instructor: STAFF

COURSE LISTINGS	BEGIN DATE - END DATE
1) Fundamentals of Sustainability – SST 901 <i>Section #7076 (Arrange 4.5 Hours with Instructor)</i>	1) ARRANGE FEB 17 - APR 10
2) Sustainability Outreach – SST 902 MSB 201 <i>Section #7077 W 10:30 am – 12:00 pm + (Arrange 2.5 Hours)</i>	2) ARRANGE FEB 18 - APR 08
3) Impacts of Policy on Sustainability - SST 908 <i>Section #7080 (Arrange 4.5 Hours with Instructor)</i>	3) ARRANGE APR 20 - JUN 12

SUSTAINABILITY SERVICES TECHNICIAN

Modality: Flexible + Scheduled Online Class Times ♦ Instructor: VARIOUS

COURSE LISTINGS	BEGIN DATE - END DATE
1) Fundamentals of Sustainability – SST 901 <i>Section #7076 (Arrange 4.5 Hours with Instructor)</i>	1) FRIDAYS + ARRANGE FEB 17 - APR 10
2) Sustainability Assessment – SST 904 <i>Section #7078 (Arrange 4.5 Hours with Instructor)</i>	2) ARRANGE FEB 17 - APR 10
3) Introduction to Clean Technologies - SST 906 <i>Section #7081 (Arrange 4.5 Hours with Instructor)</i>	3) SATURDAYS FEB 17 - APR 10

**SUSTAINABILITY IN ORGANICS AIDE

Modality: Flexible + Scheduled Online Class Times ♦ Instructor: VARIOUS

COURSE LISTINGS	BEGIN DATE - END DATE
1) Fundamentals of Sustainability – SST 901 <i>Section #7076 (Arrange 4.5 Hours with Instructor)</i>	1) FRIDAYS + ARRANGE FEB 17 - APR 10
2) Organics Recycling – SST 905 <i>Section #7079 (Arrange 4.5 Hours with Instructor)</i>	2) ARRANGE APR 20 - JUN 12
3) **Sustainable Food Systems - SST 909 (This course is not offered in Spring '26)	3) **NOT AVAILABLE

** To petition for the SUSTAINABILITY IN ORGANICS AIDE certificate, all three courses must be completed within the same academic year. The following course, SST 909 is not offered during Spring 2026 semester and must therefore have already been completed, or to be completed the following semester, before students can petition for the career certificate. Contact your SMC counseling team for more information on completing noncredit certificates across two semesters.

INTRODUCTION TO EARLY CARE & EDUCATION

Modality: On-Ground ♦ Instructor: Reyes D

COURSE LISTINGS	BEGIN DATE - END DATE
1) Introduction to Early Care & Education - ECE 901 <u>Section #7012</u> S 9:30 am – 12:35 pm BUNDY 339	1) SATURDAYS FEB 21 - MAR 14
2) Culturally Relevant Curriculum - ECE 902 <u>Section #7013</u> S 9:30 am – 12:35 pm BUNDY 339	2) SATURDAYS MAR 21 - APR 11
3) Early Care Licensing & Workforce Readiness - ECE 903 <u>Section #7014</u> S 9:30 am – 12:35 pm BUNDY 339	3) SATURDAYS APR 25 - MAY 16

REHABILITATION THERAPY AIDE

Modality: On-Ground ♦ Instructor: STAFF

COURSE LISTINGS	BEGIN DATE - END DATE
1) Intro to the Career of a Rehabilitation Therapy Aide – HEALTH 900 <u>Section #7053</u> S 9:00 am – 2:15 pm BUNDY 335	1) SATURDAYS FEB 21 - MAR 21
2) Clinical Practice for a Rehabilitation Therapy Aide – HEALTH 902 <u>Section #7054</u> S 9:00 am – 2:15 pm BUNDY 335	2) SATURDAYS MAR 28 - APR 25
3) Kinesiology for a Rehabilitation Therapy Aide – HEALTH 904 <u>Section #7055</u> S 9:00 am – 2:15 pm BUNDY 335	3) SATURDAYS MAY 02 - JUN 06

INTRODUCTION TO WORKING WITH OLDER ADULTS

Modality: On-Ground ♦ Instructor: Emel C D

COURSE LISTINGS	BEGIN DATE - END DATE
1) Providing Care to Older Adults – HEALTH 905 <u>Section #7082</u> T S 9:00 am – 1:15 pm BUNDY 321	1) TUE / SAT MAR 21 - APR 11
2) Communication with Older Adults – HEALTH 906 <u>Section #7083</u> T S 9:00 am – 1:15 pm BUNDY 321	2) TUE / SAT APR 14 - MAY 09
3) Wellness in Older Adults – HEALTH 907 <u>Section #7084</u> T S 9:00 am – 1:15 pm BUNDY 321	3) TUE / SAT MAY 12 - JUN 06

ESL FOR COLLEGE AND CAREER PATHWAYS*

*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 the field of **HEALTHCARE**. Students are strongly encouraged to co-enroll in the **Noncredit Rehabilitation Therapy Aide program or the CNA Pre-Certification program.**

Modality: On-Ground ♦ Instructor: Stein J R

COURSE LISTINGS	BEGIN DATE - END DATE
1) ESL for College and Career Pathways-Introduction – ESL 994* <u>Section #7051</u> F 9:30 am – 12:30 pm BUNDY 339	1) FRIDAYS FEB 20 - APR 10
2) ESL for College and Career Pathways- Effective Communication – ESL 995* <u>Section #7052</u> F 9:30 am – 12:30 pm BUNDY 339	2) FRIDAYS APR 24 - JUN 12



CERTIFIED NURSE ASSISTANT PRE-CERTIFICATION



HOME HEALTH AID PRE-CERTIFICATION

ADMISSION REQUIREMENTS: Because you will be taking classes 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. **The SPRING 2026 application deadline is Wednesday, December 31, 2025.** Beyond that date, applicants can submit their paperwork to be placed on a waiting list to be considered for the next available cohort. Email for full list of CNA and HHA admission requirements: NoncreditRegistration@smc.edu or CertifiedNursingAssistant@smc.edu

Modality: On-Ground

CERTIFIED NURSE ASSISTANT PRE-CERTIFICATION

COURSE LISTINGS	BEGIN DATE - END DATE
1) Nurse Assistant Pre-Certification BUNDY 335 Foundational Training - Health 985 <u>Section #7056</u> W Th 8:00 am – 12:45 pm Instr: Morrison S	1) WED / THU FEB 18 - APR 09
2) Nurse Assistant Pre-Certification LOCAL HOSPITAL Clinical Training Lab - Health 986 <u>Section #7057</u> M T 7:00 am – 2:00 pm Instr: Morrison S <u>Section #7058</u> M T 7:00 am – 2:00 pm Instr: STAFF <u>Section #7059</u> M T 7:00 am – 2:00 pm Instr: STAFF <u>Section #7060</u> M T 7:00 am – 2:00 pm Instr: STAFF	2) MON / TUE FEB 17 - APR 07

HOME HEALTH AIDE PRE-CERTIFICATION

COURSE LISTINGS	BEGIN DATE - END DATE
1) Home Health Aide Pre-Certification BUNDY 335 Foundational Training - Health 987 <u>Section #7061</u> M T 9:00 am – 1:15 pm Instr: STAFF	1) MON / TUE May 18 - JUN 02
2) Home Health Aide Pre-Certification LOCAL HOSPITAL Clinical Training Lab - Health 988 <u>Section #7062</u> F 7:00 am – 4:30 pm Instr: STAFF <u>Section #7063</u> F 7:00 am – 4:30 pm Instr: STAFF	2) FRIDAYS May 22 - JUN 05

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 to obtain an application form or by visiting www.smc.edu/noncredit.
- 2) Students **ONLY ENROLLED** in Noncredit courses: Enroll in Noncredit Vocational Certificate courses by emailing noncreditregistration@smc.edu.
- 3) Current SMC students: Register through Corsair Connect or by emailing 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.



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
- **Email:** NoncreditRegistration@smc.edu
- **Web:** www.smc.edu/noncredit
- **Facebook:** SMC Noncredit Programs



ENROLL NOW FOR SPRING