

SPRING SCHEDULE 2020



MORTON COLLEGE

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College Directory

For general information on Morton College dial the main campus phone number, (708)656-8000. For specific information on programs and services, visit the corresponding offices or dial (708)656-8000 along with the appropriate extension.

<i>Office</i>	<i>Ext.</i>	<i>Location</i>
Academic Advising Center	2250	1st Flr Bld B
Academic Deans	2330	305B
Admissions and Records	2346	1st Flr Bld B
Adult Education (GED/ESL)	2407	220C
Athletics	2371	201E
Bookstore	2222	134C
Business Office	2305	203C
Business Professional Services	2382	225C
Campus Safety and First Aid	2200	119C
Career Services	2468	SSC*
Child Care Center	2284	105D
Community and Continuing Education	2383	245C
Financial Aid and Veterans' Benefits	2428	232B
Fitness Center	2274	201E
General Information	(708) 656-8000	
Independent Learning Center (Tutorial Services)	2465	SSC*
Library	2321	1st Flr Bld B
Music Department	2231	108C
Student Activities SSC*	2262	
Testing Center	2250	SSC*
Theatre Department	2230	103A
Transfer Services	2250	1st Flr Bld B

Room locations followed by an asterisk () are located within the Student Success Center; 2nd floor, Building C

For information on:

Financial aid

The Financial Aid Office at (708) 656-8000, Ext. 2428, can provide information on the various forms of financial aid and scholarships.

Paying your tuition

The Cashier's Office at (708) 656-8000, Ext. 2268, can provide information on tuition payment options and due dates.

Registering for courses

The Academic Advising Center at (708) 656-8000, Ext. 2250, will help set up an appointment to meet with an Academic Advisor.

Obtaining a Student ID

The Student Activities Office at (708) 656-8000, Ext. 2262, can provide information on when and where ID cards may be obtained.

Campus Safety

The Campus Police Office at (708) 656-8000, Ext. 2200, can provide assistance with vehicle/room lock-outs, automobile jump starts, escort to vehicles and lost and found.

Placement testing

The Testing Center at (708) 656-8000, Ext. 2250, will help schedule an appointment to take placement testing.

Adult Education programs, including ESL and GED courses

The Adult Education Office at (708) 656-8000 can provide information about upcoming courses. For ESL information in English, dial Ext. 2793. For ESL information in Spanish, dial Ext. 2794. For GED information in English, dial Ext. 2793.

Para GED en Español marcar ext. 2483.

Transferring college credits

Please call (708) 656-8000, Ext. 2250 to set up an appointment to meet with an Academic Advisor.

Para español, (708) 656-8000, opción 2.

IMPORTANT DISCLAIMERS

Tuition and Fees - Tuition and fees are subject to change by official action taken by the Morton College Board of Trustees. Review of tuition and fees will occur at times deemed necessary by the Board in conjunction with the College administration. For up-to-date information, please visit our website at www.morton.edu.

Course Cancellations - Courses will be held as scheduled unless cancelled due to insufficient enrollment or other College considerations. The College reserves the right to cancel any course for insufficient enrollment or for other reasons deemed necessary by the College. The College, at its discretion, may adjust course starting and ending dates as well as meeting times or days. Should a course be canceled, a full refund of tuition and fees will be issued.

For more information, please see the Tuition Refund Schedule on our website at www.morton.edu.

Licensure Requirements - Students enrolling in instructional programs with state and/or federal licensure requirements, including residency and employment eligibility requirements, should contact the appropriate regulatory agency prior to enrolling in classes.



3801 South Central Avenue • Cicero, IL 60804
www.morton.edu

Get your degree or certificate! We offer classes in the following subjects:

- Accounting
- Art
- Automotive Technology
- Biology
- Business Management
- Chemistry
- Computer Assisted Design (CAD)
- Computer Information Systems
- Computer Science
- Early Childhood Education
- Economics
- Engineering
- English
- Fire Sciences
- Simulation & Game Development
- Health Information Technology
- Heating, Ventilation, Air Conditioning and Refrigeration
- History
- Humanities
- Law Enforcement
- Mathematics
- Music
- Nursing
- Office Management Technology
- Philosophy
- Physical Education – Activity & Health Courses
- Physical Therapist Assistant
- Physical Science
- Political Science
- Psychology
- Sociology
- Spanish
- Speech and Theatre Arts
- Supply Chain Management
- Therapeutic Massage
- Welding

We also offer non-credit courses for career and personal development.

Check out our non-credit course online at www.ed2go.com/morton. See page 59.

PARA INFORMACIÓN EN ESPAÑOL, LLAME AL (708) 656-8000, OPRIMA DOS.

HOW TO REGISTER FOR COURSES

Registering for courses at Morton College is easy.
We give you two options—choose the method that's best for you.



IN-PERSON

To register stop by the Office of Admissions and Records or Academic Advising located on the first floor of Building B. *Registration days and times are listed in the box below.*



ONLINE

Visit the Morton College Web site at <http://my.morton.edu>.

This booklet provides the necessary information to assist you in the registration process. Students who qualify for special tuition rates or tuition adjustments, or who have registration or financial aid restrictions, must register in-person. Students who sign up for an E-cashier Tuition Payment Plan must register online at <http://my.morton.edu>.

For additional information:

- GO TO page 6
- VISIT morton.edu
- CALL (708) 656-8000, Ext. 2268

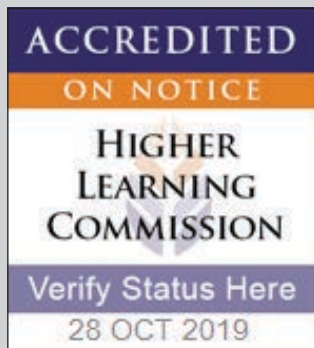
STILL HAVE
QUESTIONS?
Find answers in our
Frequently
Asked Questions!

See pages 3–6.

PARA INFORMACIÓN EN ESPAÑOL, LLAME AL (708) 656-8000, OPRIMA DOS.

SPRING 2020 REGISTRATION SCHEDULE

In-person registration will take place in the Office of Admissions and Records, *first floor of Building B*, on the following dates:



OPEN REGISTRATION

November 12 - December 20

8:00 a.m. to 8:00 p.m. Monday – Thursday
8:00 a.m. to 4:30 p.m. Friday

January 6 - January 10

8:00 a.m. to 8:00 p.m. Monday – Thursday
8:00 a.m. to 4:30 p.m. Friday

ADD/DROP WEEK

January 13 - January 21

8:00 a.m. to 8:00 p.m. Monday – Thursday
8:00 a.m. to 4:30 p.m. Friday

Extended Hours:

January 10

8:00 a.m. to 7:00 p.m.

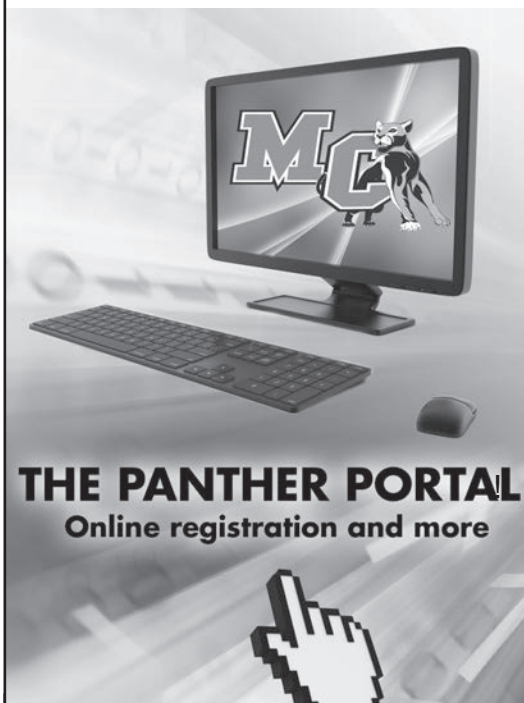
January 11

9:00 a.m. to 2:00 p.m.

*Students are discouraged from registering for any class after that class has already met. However, with the written approval of the instructor on an Registration/Add-Drop Form, a student may register for a course up to six calendar days after a class has met. Registration for a course after these six calendar days is prohibited.

**A non-refundable \$50 late registration fee applies for those students who register late.

PANTHER PORTAL



Morton College's PANTHER PORTAL is your safe, secure and convenient way of:

- Adding or dropping courses
- Viewing or printing your course schedule
- Paying your current balance
- Viewing your personal information
- Printing your grades

HOW TO LOGIN TO PANTHER PORTAL

1. From the Morton College website (morton.edu), click on Quick Links in upper right-hand corner and select Panther Portal.
2. First time users, click on "Click here to find my user ID". You will need to provide your Last Name and your 9-digit SSN or your Student ID number (if known). Once you have your user ID, you may proceed to Step 3.
3. Login with your user ID and password. Default password format: First initial (uppercase), last initial (lowercase), last 4 of SSN, month & day of birth (MMDD). If you did not provide an SSN on your application, enter 4 zeroes in place of last 4 of SSN.

ENROLLING IN PASSWORD SELF-SERVICE:

1. On the Panther Portal login page, click on "Enroll in Password Self-Service".
2. Enter your user ID and password and click "Ok".
3. Select "Enroll in Password Self-Service".
4. Set up the 3 security questions and click "Save". You are now enrolled in Password Self-Service, which enables you to change/unlock/manage your own password should you ever forget your password or get locked out of your account.

AFTER LOGIN

Search for classes

1. Click on Registration under Panther Central menu on lower right-hand side of the screen (first time users will see web advisor screen)
2. Click Search for Sections
3. Select Term or enter dates

REGISTER FOR CLASSES

1. Click Registration
2. Click Register and Drop Sections
3. Enter Section and Register
4. View your Class Schedule
5. Click Academic Profile
6. Click My Class Schedule
7. Select Term and Click Submit (Click the PRINT PAGE button to print your schedule)

Recommended Browsers:

PC—Internet Explorer
MAC—Firefox

Online registration is available now through the first day at the beginning of the semester. If you are unable to register online, you must come to the Office of Admissions and Records to register. Morton College cannot guarantee that all the classes listed in the online schedule will be available at the time of in-person registration. Class availability is subject to change. Morton College reserves the right to cancel classes if there is insufficient enrollment.

You may pay using Visa, MasterCard or Discover by clicking "Pay Online Now" next to "Amount Due." Fill out the secure online form and click "Submit Transaction." This may take several seconds. Only click the button once. You may also mail in your tuition payment or pay in person at the Cashier's window, first floor, Building B. Students receiving financial aid, veterans' benefits, student loans or private scholarships are required to contact the Financial Aid Office at (708) 656-8000, Ext. 2428, after registering online.

morton.edu

NEW STUDENT REGISTRATION

FOR STUDENTS WHO:

- ARE NEW TO MORTON COLLEGE
- HAVE NOT ENROLLED IN COURSES AT MORTON COLLEGE IN THE LAST FIVE YEARS

1. FILL OUT NEW STUDENT INFORMATION FORM

Pick up a New Student Information Form from the Office of Admissions and Records located in Building B, first floor.

If you plan to earn a degree or certificate, also submit the following information:

- Official and sealed high school transcript or GED test scores
- Official and sealed transcripts from all colleges previously attended
- International Students are encouraged to submit evaluated transcripts through Educational Credit Evaluators (<http://ece.org>).

To obtain transcripts, contact the school district (high school), previous college, or organization that facilitated your test (GED®). Also complete a Request for Transcript Evaluation form if you plan to use credit earned at another college toward a degree or certificate program at Morton College. Forms are available in the Office of Admissions and Records.

If you do not intend to earn a degree or certificate, submit only your New Student Information Form. You must reapply if you have attended Morton College before but have not enrolled in the last five years.

To obtain an enrollment package, contact the Office of Admissions and Records at (708) 656-8000, Ext. 2346. If you would like to take a tour of Morton College, please call (708) 656-8000, Ext. 2359.

2. PLACEMENT TESTING

Students intending to enroll in an English or Mathematics course must complete placement testing. Placement testing determines proficiency in English, reading and mathematics, helping you to register for courses that best develop your skills in these essential areas. To learn more about placement testing, call (708) 656-8000, Ext. 2250.

3. COMPLETE NEW STUDENT ORIENTATION ONLINE

New Student Orientation (NSO) is mandatory for all new students and is an essential step in beginning your educational journey at Morton College. The orientation will prepare you to be a successful student while completing your degree.

NSO is completed in two parts, NSO Part I is completed online by visiting your Panther Portal. Once you complete NSO Part I, you are ready to meet with your assigned Academic Advisor and register for classes.

NSO Part II will be held on campus. Call (708) 656-8000 ext. 2250 to reserve your seat.

INCOMING TRANSFER STUDENTS SHOULD MEET WITH AN ACADEMIC ADVISOR: Stop by our academic advising office to meet with one of our academic advisors or to make an appointment. Here you can discuss placement results, transcripts, and academic planning for your registration.

4. SELECT COURSES AND REGISTER

Register for courses in the Office of Admissions and Records located on the first floor of Building B or online at <http://my.morton.edu>. Students enrolling in instructional programs with state and/or federal licensure requirements, including residency and employment eligibility requirements, should contact the appropriate regulatory agency prior to enrolling in classes.

To qualify for course registration and to qualify for the in-district tuition rate, proof of residency or proof that you work in the District is required. A current driver's license, voters registration card, recent utility bill, current bank statement, State of Illinois ID card or matricula are acceptable forms of identification. Students who register late will be charged a \$50 late fee. To utilize Alumni waiver, registration must be done in the Office of Admissions and Records no earlier than two weeks prior to the start of class.

5. PAY TUITION AND FEES

Students will receive a tuition bill at the time of registration. Students are responsible for all tuition and fees. The college will refund tuition and fees if the student completes the official withdraw procedures within the published refund schedule. Requests to withdraw from courses are not taken by phone. It is the student's responsibility to officially withdraw from classes. Note: Students who do not pay their tuition and fees by the due date may be dropped from the courses. Students dropped for non-payment may re-register without a guarantee they will enroll for the same course schedule.

Students who fail to meet their financial obligation to the college will be excluded from future enrollment. Furthermore, all records and transcripts will not be released until the financial obligation has been completed. If necessary, student accounts will be turned over to a collection agency.

6. OBTAIN STUDENT ID CARD

To Obtain a student ID or have your current ID card validated visit the Student Activities Office, 2nd Floor, Building C with a valid D. For more information, call (708) 656-8000, Ext. 2262.

7. PURCHASE BOOKS

Once you receive your course schedule, you may purchase required books and materials at the Bookstore located in Room 134C.

TRANSFER STUDENT REGISTRATION

FOR STUDENTS WHO ARE TRANSFERRING TO MORTON
COLLEGE FROM ANOTHER COLLEGE OR UNIVERSITY

1. **COMPLETE NEW STUDENT INFORMATION FORM**
Visit the Office of Admissions and Records located on the first floor of Building B and submit your New Student Information Form for processing.
2. **PROVIDE TRANSCRIPTS**
Arrange to have your sealed, official high school, GED and/or previous college(s) transcripts sent to Morton College.
3. **COMPLETE PLACEMENT TESTS**
Placement testing is required prior to registering for an English or mathematics course. You may be exempt from placement testing based on previous college credit or ACT scores. Students are strongly encouraged to secure an appointment with an Academic Advisor.
4. **REGISTER FOR COURSES**
If you need assistance with credit course selection, contact the Academic Advising Center at (708) 656-8000, Ext. 2250. You may also register for courses via our Panther Portal at <http://my.morton.edu>
5. **PAYMENT OF TUITION**
Choose from several payment options and pay tuition and fees by the deadline indicated in the Tuition Payment Schedule. See page 12.



FREQUENTLY ASKED QUESTIONS

ADMISSIONS AND RECORDS

SIGNATURES

Q: I need to drop a course, how do I drop and when?

A: A student may drop on-line or in-person with an academic advisor. Please refer to the Academic Calendar for applicable dates.

REFUNDS

Q: The refund deadline has passed. Can I still drop my class and get a full refund?

A: The college may award 100% refunds and late withdrawals to students who present documentation of extenuating circumstances. See pages 13-14 for more details.

Morton College reserves the right to approve or deny any claims. Appeals to a decision must be made in writing to the Provost.

ENROLLMENT VERIFICATIONS

Q: How do I get proof that I am enrolled in classes.

A: Students can complete Enrollment Verification requests at the Office of Admissions and Records. Students need to present valid ID for processing. The turnaround time for enrollment verification requests is 24 hours from the time of initial request (excluding weekends and holidays). Enrollment verifications for future semesters will be processed after the 10th day of class for that semester.

EMPLOYER VERIFICATION FOR IN-DISTRICT TUITION RATES

Q: I work in-district. Am I eligible to receive in-district tuition rates?

A: Employees of profit and nonprofit businesses or agencies located within the College district may enroll in Morton College courses at the in-district tuition rate with written approval of their employer. Verification of employment must be on company letterhead and include employee works at least 35 hours per week. The verification must also include supervisor name, title of supervisor, contact phone number of supervisor and student's position. To be eligible for this special tuition rate, employment verification must be presented at the time of initial registration for the semester. For more information, see page 13.

NON-PAYMENT

Q: I did not pay my tuition bill. Will I be dropped from my classes for non-payment?

A: Refunds for tuition and fees only occur when official withdrawal procedures are properly completed within the advertised Tuition Refund Table located in the current Morton College course schedule. Telephone requests to be withdrawn from courses are not accepted. The college does not grant refunds to students who:

- voluntarily enlist in military service following the close of the refund period
- are dismissed for disciplinary reasons

- are financially obligated to a college department or office at the time of withdrawal
- withdraw from courses after the posted deadline

The college may award 100% refunds and late withdrawals to students who present documented extenuating circumstances. Extenuating circumstances include: serious illness or injury to the student that required extended recovery, death or serious illness of an immediate family member, significant trauma in the student's life that impaired the student's emotional and/or physical health. Third-party verifiable documentation is required to have a refund request considered by the committee. Refund requests must follow the Student Complaint and Grievance Procedures. Completed packets must be submitted to the Dean of Student Services via the Academic Advising Office located on the 1st floor of B Building. All requests must be completed within 30 college-business days of the end of the term in question.

Morton College reserves the right to approve or deny any claims. Appeals to the decision must be made, in writing, to the Provost.

EXPLANATION OF STUDENT'S SCHEDULE

Q: How do I know when my classes begin and where they meet?

A: Days are noted on the schedules given by the Office of Admissions and Records are as follows:
M—Monday, Tu—Tuesday, W—Wednesday, Th—Thursday, F—Friday, Sa—Saturday, and Su—Sunday. You can also find the hours for each class, as well as which building (B, C, D, E, Cicero Fire Department, or Morton West HS) the class is in.

REGISTERING ONLINE

Q: I am having trouble registering online. What should I do?

A: Students often cannot register online because of a past due balance with Financial Aid, Business Office, Library, and/or Athletics. Contact Admissions and Records for further information at (708) 656-8000 Ext. 2346. For login or technical issues with Panther Portal please dial (708) 656-8000 Ext. 2444.

EXPLANATION OF TRANSCRIPT COST

Q: How much does a Morton College transcript cost?

A: There is no cost for an unofficial transcript. Unofficial transcripts are not sealed and can be requested in the Office of Admissions and Records or through a student's Panther Portal. There is a cost for official transcripts. Official transcripts are sealed and verified. Requests for transcripts are done electronically. Students needing an official transcript should visit the Morton College website at <http://www.morton.edu/Admissions-and-Registration/Request-Official-Transcripts/> for more information.

ACADEMIC ADVISING

PLACEMENT

Q: How can I prepare to take the placement exam?

A: Students can access testing study guides through the "Quick Links" by selecting "Study Guides". This will link directly to the page where the Accuplacer and Geometry study guides can be downloaded and printed.

Q: How do I know what English and math courses I should take?

A: Students who plan to take credit courses at Morton must take Morton's placement tests. However, under certain conditions, you can have this requirement waived. For example, if you received a sub-score of 18 in the Reading & English component on your ACT, 490 or above on your SAT, or if you completed English 101 with a grade 'C' or better at another institution.

Q: If I test into English 082, 084, 086 or 088; can I take other courses?

A: Speak with an advisor to determine which courses, if any, you are able to take in addition to English developmental courses.

FULL-TIME VS PART-TIME

Q: What is the difference between a full-time and part-time course load?

A: Morton defines a full-time load as 12 or more credit hours. A part-time load is anything less than 12 credit hours.

CREDIT HOURS

Q: What is a credit hour?

A: A credit hour, sometimes called a semester hour, refers to the number of credits you receive toward graduation for each class you complete successfully. Credit hours are determined by the number of hours per week you are in class for that course. For example, a class meeting from 9–9:50 a.m. three days a week, generally will earn three credit hours.

REQUIREMENTS FOR DEGREES AND CERTIFICATES

Q: What is the difference between the Associate of Arts or Associate of Science degree and the Associate of Applied Science degree?

A: These degrees all require a minimum of 62 credit hours but have different purposes. The Associate of Applied Science (A.A.S.) degree prepares students for entering a career field (e.g. Law Enforcement, etc...), while the Associate of Arts (A.A.) and Associate of Science (A.S.) degrees satisfy the requirements for the first two years of a baccalaureate degree. Therefore, A.A. and A.S. degrees require a greater number of general education courses.

Q: What is a certificate?

A: A certificate consists of career courses in a chosen program. Students who already have a degree may decide to pursue a certificate when changing fields.

Q: What courses will meet the requirements for a degree or a certificate?

A: The College Catalog lists all requirements for degrees and certificates by program. You must familiarize yourself with the Catalog, since this document is an agreement between you and the College.

Q: How much time will I be expected to study for each course?

A: This varies among individuals. A good suggestion is that students should spend two to three hours outside of class for each hour in class per week. Therefore, a full-time student should allow 24 to 36 hours of study time per week.

ONLINE LEARNING

Q: Does Morton College offer online courses?

A: Yes, several. Visit morton.edu for more information on distance learning opportunities.

Q: How many courses should I take?

A: This can only be answered by the student. In general, students who work full-time may prefer to take fewer classes than students who do not work or work part-time. You need to judge how best to balance your work schedule with your academic load, social life and other responsibilities.

TRANSCRIPTS AND TRANSFERRING COURSES

Q: How much does a Morton transcript evaluation cost?

A: Morton does not charge a fee for evaluating a transcript.

Q: How do I calculate my grade point average (GPA)?

A: Grade points are calculated by multiplying the number of credit hours of each course by the grade earned. ("A"=4, "B"=3, "C"=2, "D"=1 and "F"=0). Divide the grade points earned by the number of hours taken.

Q: How do I raise my GPA?

A: You must earn higher grades in your courses. You may re-take courses in which you have received a low grade. If you re-take a course at Morton College, the higher grade will count in your GPA, but both grades will continue to show on your transcript. In other words, replacing a "D" or "F" grade with an "A", "B", or "C" will raise your GPA more quickly than taking new courses.

To achieve academic success:

1. Plan your course load carefully
2. Visit the Individual Learning Center to develop study skills and strategies or when necessary, seek tutoring assistance.

Q: I got a D in a course. Should I take it over?

A: This depends on the course and its importance in your major. If you believe you can do significantly better in the class the second time around and it is necessary for your major or chosen career, it is probably a good idea to retake the course. Both grades will appear on your transcript. However, the higher of the two will count in your GPA. It is also important to remember that many universities do not accept D grades in transfer.

continued on next page

FREQUENTLY ASKED QUESTIONS CONT.

Q: I have taken classes at another college or university. Will they count at Morton?

A: To find out, you must have your transcript evaluated. The evaluation process consists of three steps:

- Have an official sealed transcript mailed to Morton from your former college or university.
- Contact your former college or university's Registrar Services directly to start the process.
- Complete a Request for Evaluation Form with an Academic Advisor.

Q: I have a degree from a college or university in another country. How will it transfer?

A: To receive credit for coursework from another country, the foreign transcripts must be evaluated by Educational Credential Evaluators (ECE) in Milwaukee, Wisconsin. A form with instructions is available in the Advising Department. Refer to the ECE form for appropriate foreign transcript evaluation fees. Remember to complete a Request for Evaluation Form and list Morton College as the transfer institution.

Q: Will my GPA from other colleges transfer?

A: No, your GPA starts over at Morton.

ADVISING MEETINGS

Q: Do I have an Academic Advisor?

A: All students at Morton College are assigned one academic advisor. Visit your Panther Portal to view your academic advisor.

Q: Is it mandatory to see my assigned Academic Advisor to register for classes in my first year?

A: All first-year students must complete a mandatory appointment with their assigned academic advisor in both the fall and spring terms of their first year in order to be able to register for classes for the next term.

Q: Can I plan my own program without seeing an advisor?

A: It is mandatory to see your advisor before or during your first term. Students are encouraged to continue to visit advising on an ongoing basis.

Q: How should I prepare for my advising meeting?

A: You should arrive with an idea of what you would like to discuss. Be sure to bring tools to take notes, and be willing to share and explore interests and or concerns.

WAITLISTING

Q: When Can I use Online Wait List?

A: You can add yourself to the online Wait List for a class from the time the class is full until the first day the course begins. Online Wait Lists are terminated at the start of the semester.

How Online Wait List Works

- If a class is full, you can place yourself on an online wait list until a seat becomes available.
- The number of seats available on a wait list is based on the course cap/limit.
- If a seat becomes available, the student who is first on the wait list will get the seat.
- Prerequisites for the class must be met before you can be placed on the online wait list.
- You will not be allowed to wait list for multiple sections of the same course.
- If you move from the online wait list into the class, you will receive an email notification confirming enrollment in the class.
- You will not be billed for any wait listed classes but will be billed if moved from an online wait list into a class. It is important to check your class schedule and account summary regularly before the start of the term to avoid being dropped for non-payment of tuition and fees.
- If you are moved from a wait list into a class, it is your responsibility to drop the class (as is true for all classes) if you decide not to attend.
- There is no guarantee that you will be enrolled into a course once you are on the wait list.

Wait List Restrictions

Students will be moved from the online wait list into a class if space becomes available, and in the order in which they were waitlisted, unless either of the following restrictions apply:

- There is a time conflict with another registered class.
- You are already enrolled in another section of the same course. A choice must be made at the time of registration whether to enroll into a waitlist course or enroll in another section.

How to Add a Wait List Course to Your Schedule:

1. Log into your Panther Portal at <http://my.morton.edu>
2. Navigate to Panther Central on the bottom right hand corner of the page.
3. Navigate to Search and Register for Classes
4. Choose the term you wish to register for
5. Search for the courses you wish to register for by entering information in the course, section, day or time fields.
6. If a class is full and wait listing is an option for the course you should follow the steps to enroll in the course and choose "Waitlist me" as the option when prompted to.

MANAGEMENT INFORMATION SYSTEMS (MIS)

Management Information Systems (MIS)

The Management Information Systems (MIS) Department provides expert, friendly and effective technical support and creative technology solutions to Morton College students, faculty and staff. We are happy to answer any questions regarding:

- Panther Portal
- Blackboard
- E-mail
- Morton College Website
- Wireless
- Multimedia/Computer Equipment Requests
- Duplication
- System Maintenance/Backup Dates and Times

HelpDesk

The staff of the HelpDesk is available to resolve systems, software and equipment issues for College community members during hours of operation. The HelpDesk can be contacted by:

- Phone: (708) 656-8000, Ext. 2444
- E-mail: helpdesk@morton.edu
- Submitting an Online ticket via the Panther Portal
- Visiting the HelpDesk in Building B, Room 232

When submitting a Helpdesk Ticket, please make sure you include the following:

- Detail of your issue (password, blackboard, etc.)
- Your full name
- Date of Birth
- Last 4 digits of your Social Security Number/Student ID
- A call back phone number

By following this guideline, MIS will be able to resolve your issue more quickly.

Hours of Operation

Monday - Thursday, 8 AM to 9 PM

Friday, 8 AM to 8:30 PM

Saturday, 9 AM to 1 PM

Panther Portal

Morton College's student portal allows students to:

- Access student e-mail
- Register for courses
- Set up payment plans
- View registration statements
- View financial aid awards
- Read important campus announcements and campus news
- Learn about upcoming campus events
- and much more!

MIS invites feedback on how we can improve our processes and provide better service to all members of the College community.

FINANCIAL INFORMATION

TUITION AND FEE PAYMENTS

It is strongly recommended that payment be made at time of registration. Make your payment in the Cashier's Office (first floor, Building A). Spring semester hours are:

8:00 a.m. to 8:00 p.m. Monday—Thursday

8:00 a.m. to 4:30 p.m. Friday

You may use Visa, MasterCard or Discover. pay by personal check, cash or pay online through the Student Portal. A Nelnet deferred payment plan is also available.

PAYMENT DEADLINE

If you register:

Nov. 4 - Nov. 29

On or after Nov.30

Payment is due:

Nov. 29

Day of registration

Students will receive a tuition bill at the time of registration.

Students are responsible for all tuition and fees. The college will refund tuition and fees if the student completes the official withdraw procedures within the published refund schedule.

Requests to withdraw from courses are not taken by phone.

It is the student's responsibility to officially withdraw from classes. Note: Students who do not pay their tuition and fees by the due date may be dropped from the courses. Students dropped for non-payment may re-register without a guarantee they will enroll for the same course schedule.

Students who fail to meet their financial obligation to the college will be excluded from future enrollment. Furthermore, all records and transcripts will not be released until the financial obligation has been completed. If necessary, student accounts will be turned over to a collection agency.

COURSE EXCHANGE

You may exchange one course for another (drop and add) during the 100% refund period.

You will be responsible for paying any additional tuition and fees that may result from the new course. Course drops will be subject to a refund based on the Tuition Refund Schedule.

TUITION AND FEES CHART*

Credit Hours	Comprehensive Fee	Technology Fee	Repair/ Renovation	Reg Fee	In-district		Out of District		Out of State/ International	
					Tuition	Total	Tuition	Total	Tuition	Total
1	9.00	9.00	22.00	10.00	104.00	154.00	232.00	282.00	296.00	346.00
1.5	13.50	13.50	33.00	10.00	156.00	226.00	348.00	418.00	444.00	514.00
2	18.00	18.00	44.00	10.00	208.00	298.00	464.00	554.00	592.00	682.00
3	27.00	27.00	66.00	10.00	312.00	442.00	696.00	826.00	888.00	1,018.00
4	36.00	36.00	88.00	10.00	416.00	586.00	928.00	1,098.00	1,184.00	1,354.00
5	45.00	45.00	110.00	10.00	520.00	730.00	1,160.00	1,370.00	1,480.00	1,690.00
6	54.00	54.00	132.00	10.00	624.00	874.00	1,392.00	1,642.00	1,776.00	2,026.00
7	63.00	63.00	154.00	10.00	728.00	1,018.00	1,624.00	1,914.00	2,072.00	2,362.00
7.5	67.50	67.50	165.00	10.00	780.00	1,090.00	1,740.00	2,050.00	2,220.00	2,530.00
8	72.00	72.00	176.00	10.00	832.00	1,162.00	1,856.00	2,186.00	2,368.00	2,698.00
9	81.00	81.00	198.00	10.00	936.00	1,306.00	2,088.00	2,458.00	2,664.00	3,034.00
10	90.00	90.00	220.00	10.00	1,040.00	1,450.00	2,320.00	2,730.00	2,960.00	3,370.00
11	99.00	99.00	242.00	10.00	1,144.00	1,594.00	2,552.00	3,002.00	3,256.00	3,706.00
12	108.00	108.00	264.00	10.00	1,248.00	1,738.00	2,784.00	3,274.00	3,552.00	4,042.00
13	117.00	117.00	286.00	10.00	1,352.00	1,882.00	3,016.00	3,546.00	3,848.00	4,378.00
14	126.00	126.00	308.00	10.00	1,456.00	2,026.00	3,248.00	3,818.00	4,144.00	4,714.00
15	135.00	135.00	330.00	10.00	1,560.00	2,170.00	3,480.00	4,090.00	4,440.00	5,050.00
16	144.00	144.00	352.00	10.00	1,664.00	2,314.00	3,712.00	4,362.00	4,736.00	5,386.00
17	153.00	153.00	374.00	10.00	1,768.00	2,458.00	3,944.00	4,634.00	5,032.00	5,722.00
18	162.00	162.00	396.00	10.00	1,872.00	2,602.00	4,176.00	4,906.00	5,328.00	6,058.00

* Tuition and fees are subject to change by official action of the Board of Trustees. For the latest information, visit morton.edu

** Total amount includes tuition, comprehensive, technology and registration fees for credit hour courses; course and lab fees are additional, as required.

TO DROP A COURSE OR WITHDRAW

Students may withdraw or drop a course online through the Panther Portal or through the Office of Admission and Records by completing a drop form.

The date of your official withdrawal determines both your final grade and whether you will receive a refund for the course.

COURSE CANCELLATIONS

Courses will be held as scheduled unless canceled due to insufficient enrollment or other College considerations. The College reserves the right to cancel any course for insufficient enrollment or for other reasons deemed necessary by the College. The College, at its discretion, may adjust course starting and ending dates as well as meeting times or days. Should a course be canceled, a full refund of tuition and fees will be issued. For more information, please see our website at morton.edu.

FINANCIAL AID

Financial aid is available in the form of federal grants, work-study and local scholarships. To become eligible for financial aid, complete the Free Application for Federal Student Aid or apply online at www.FAFSA.ed.gov to generate a Student Aid Report (SAR). A SAR must be on file for the current year before any financial aid or student loans can be processed. Those applying early will be given priority consideration for these limited funds. Financial aid forms are available in the Financial Aid Office, Room 232B. Spring semester Financial Aid Office hours of operation are:

8:00 a.m. to 8:00 p.m. Monday—Thursday
8:00 a.m. to 4:30 p.m. Friday

For more information call:
(708) 656-8000, Ext. 2328 or 2229.

VETERANS' BENEFITS

Morton College is an approved educational institution for training veterans. The Financial Aid Office has applications for all federal and state veterans' programs. Students intending to utilize their benefits this semester must contact the Financial Aid Office and complete a Veterans' Benefit Sign-Up Sheet. This form must be completed every semester to continue benefits at Morton College.

Applications, forms and more information are available in the Financial Aid Office, Room 204B. For more information, call (708) 656-8000, Ext. 2228.

REFUND POLICY

Refunds for tuition and fees only occur when official withdrawal procedures are properly completed within the advertised Tuition Refund Table located on the next page of this course schedule. Telephone requests to be withdrawn from courses are not accepted. The college does not grant refunds to students who:

- voluntarily enlist in military service following the close of the

refund period

- are dismissed for disciplinary reasons
- are financially obligated to a college department or office at the time of withdrawal
- withdraw from courses after the posted deadline

THE COLLEGE MAY AWARD 100% REFUNDS AND LATE withdrawals to students who present documented extenuating circumstances. Extenuating circumstances include: serious illness or injury to the student that required extended recovery, death or serious illness of an immediate family member, significant trauma in the student's life that impaired the student's emotional and/or physical health. Third-party verifiable documentation is required to have a refund request considered by the committee. Refund requests must follow the Student Complaint and Grievance Procedures. Completed packets must be submitted to the Dean of Student Services via the Academic Advising Office located on the 1st floor of B Building. All requests must be completed within 30 college-business days of the end of the term in question.

Morton College reserves the right to approve or deny any claims. Appeals to the decision must be made, in writing, to the Provost.

SPECIAL TUITION RATES

IN-DISTRICT EMPLOYEE TUITION RATE

Employees of profit and nonprofit businesses or agencies located within the College district may enroll in Morton College courses at the in-district tuition rate with written approval of their employer. Verification of employment must be on company letterhead and include employee works at least 35 hours per week. The verification must also include supervisor name, title of supervisor, contact phone number of supervisor and student's position. To be eligible for this special tuition rate, employment verification must be presented at the time of initial registration for the semester. Verifications must be presented each semester and cannot be duplicates from previous semesters.

More information and employment verification forms are available in the Office of Admissions and Records located on the first floor of Building B.

Employees of profit businesses and non-profit organizations located within Morton College's district, District 527, may enroll in courses at the in-district rate with written approval from their employer. An employer's written approval must be on company letterhead and include a supervisor's name, title, contact and phone number as well as the student's job title and responsibilities. To be eligible for the special tuition rate, employment verification must be presented at the time of initial registration for the semester. To continue to be eligible for special tuition rate, the student must submit employment verification every semester the student will be attending Morton College and submit this at the time of registration.

SENIOR CITIZEN TUITION RATE

Morton College is committed to the principle of life-long learning and, therefore, waives tuition and the registration fee for its senior citizens (age 62 or older at time of registration) for credit and

continued on next page

non-credit courses. Laboratory and other fees will be assessed where applicable. Additionally, the cost of books and personal supplies for classes are not covered by this waiver.

NELNET TUITION PAYMENT PLANS

If your total tuition and fees exceed \$100, you may be eligible for an Nelnet Tuition Payment Plan. A nonrefundable service fee is added to the total bill, and an initial payment is required. The remaining balance will be due and payable in installments as outlined in the Nelnet Tuition Payment Plans Schedule.

To be eligible for a Nelnet Tuition Payment Plan, students must have settled all previous outstanding account balances with Morton College and total tuition and fees must exceed \$100. Enrollment in a Nelnet Tuition Payment Plan is available only

online at Panther Portal located at: <https://my.morton.edu>.

The payment plan can accommodate down payments and monthly payments. Down payments are deducted immediately from the financial account provided on the agreements. Nelnet Tuition Payment Plans are not available for the spring semester after January 24, 2020.

TUITION AND FEES OVERVIEW*			
TUITION		Application Fee (first-time enrollees only)	\$10
In-District Resident (per credit hour)	\$104	Registration Fee (per semester)	\$10
Out-of-District Resident of Illinois (per credit hour)	\$232	Late Registration Fee	\$50
Out-of-State Resident or International (per credit hour)	\$296	Comprehensive Fee (per credit hour)	\$9
FEES		Technology Fee (per credit hour)	\$9
		Repair/Renovation Fee (per credit hour)	\$22
* Tuition and fees are subject to change by official action of the Board of Trustees. For the latest information, visit morton.edu			
** Total amount includes tuition, comprehensive, technology and registration fees for credit hour courses; course and lab fees are additional, as required.			

TUITION REFUND SCHEDULE*	
100% refund—within 8 calendar days from start of course.	
50% refund—9 to 16 calendar days from start of the course.	
<i>(Excludes holidays)</i>	
* Refunds will not be issued after these dates. Students with extenuating circumstances wishing to receive a 100% refund/withdrawal after the above dates must submit a letter of explanation and supporting documentation to the Dean of Student Development and Ombuds Services. Approvals are only granted under extreme circumstances. Tuition refund subject to change, for the latest information, visit www.morton.edu .	

TUITION PAYMENT SCHEDULE	
IF YOU REGISTER	PAYMENT DUE BY
November 4 through November 29	November 29, 2019
On or after November 30	Day of Registration
NELNET PAYMENT PLANS:	
Through November 25	Plan 1
November 26 - December 16	Plan 2
December 17 - January 10	Plan 3
January 11 - January 24	Plan 4

1. How do I apply for financial aid?

To apply for need-based federal grants, student loans and work-study, all students must complete the Free Application for Federal Student Aid (FAFSA). Morton College's federal school code is 001728. To sign your FAFSA online, you and a parent (if you are a dependent student) must have a Federal Student Aid (FSA) ID number and FSA password. If you don't have a FSA ID number, apply for one now at fsaid.ed.gov. Tax filers are encouraged to use the IRS Data Retrieval Tool when completing the FAFSA.

2. How do I apply for the Illinois Monetary Award Program (MAP)?

The MAP program is a limited award on a first-come, first-served basis to those who submit their FAFSA early. To increase your chances of being a recipient, file the FAFSA as soon as it becomes available on Oct. 1 each year. Visit the Illinois Student Assistance Commission for complete information on the MAP grant.

3. Should I wait until I am accepted to MC before applying for financial aid?

No. File the FAFSA by March 1 or as soon as possible thereafter. You must complete a MC application and include your social security number for the MC Financial Aid office to receive your FAFSA.

4. How many prerequisite and remedial courses can I take?

Students are limited to 30 credit hours attempted for remedial and prerequisite courses.

5. My family's financial situation has changed dramatically since we filled out the FAFSA. Can the Financial Aid Office review my eligibility?

Yes, federal regulations permit a financial aid administrator to use "professional judgment" to review and possibly recalculate information submitted on the FAFSA if the prior year's information on the FAFSA is not representative of the family's current situation. These situations usually involve changes in employment status, high medical costs or death of the primary provider. Contact the Financial Aid Office if your family has special circumstances that impact their ability to pay educational expenses. Please note: These situations are viewed on a case-by-case basis and are not a guaranteed approval.

6. What is the difference between a drop and withdraw?

A drop occurs during the refund period and does not appear on your transcript. If you drop a course, your enrollment will be reduced and the amount you are eligible for will change. A withdrawal occurs after the refund period and will appear on your transcript as a "W" grade. If you withdraw from a course, your enrollment is locked and will not change, unless:

- You completely withdraw officially/unofficially from the college;
- You never begin attendance in the course.

7. What is the difference between officially and unofficially withdrawing?**a. Officially Withdrawing**

When students stop attending or academically participating in a course, they must report this information to the Registration office immediately by officially removing themselves from the course. This can occur during the drop or withdrawal periods during the term.

For example: Abby is enrolled and begins attending COM 101 that meets from Aug. 20, 2019 to Dec. 15, 2019. On Sept. 30, 2019, Abby is in a car accident and is advised by her doctors not to return to school. Abby logs into the Panther Portal and "officially" withdraws from the course. Since this occurred after the refund period, a "W" grade will appear on her transcript.

b. Unofficially Withdrawing

When students stop attending or academically participating in a course and fail to remove themselves from the roster, the student "unofficially withdrew" from the course. This can occur during the drop or withdrawal periods during the term.

For example: Abby is enrolled and begins attending COM 101 that meets from Aug. 20, 2019 to Dec. 15, 2019. On Sept. 30, 2019, Abby is in a car accident and is advised by her doctors not to return to school. However, Abby forgets to withdraw from her COM 101 course and is still listed as enrolled. Abby's last class attended was Sept. 26, 2019. Her professor last received a homework assignment dated Sept. 27, 2019. Since Abby didn't notify her school she would not be returning, the school determines that Abby "unofficially withdrew" on Sept. 27, 2019 (the last log of academic activity).

8. Can I receive financial aid if I already have a bachelor's degree?

The federal and state grants are available for undergraduate students only. Once you have a bachelor's degree or a first professional degree, you are generally not eligible for Pell or Federal Supplemental Educational Opportunity Grants (FSEOG). Scholarships and student loans may be available to eligible students.

9. What is the minimum requirements for financial aid?

- Cumulative GPA is a minimum 2.00 or higher and;
- Cumulative completion rate is a minimum 67% or higher and;
- Completion of program within 150 percent maximum timeframe allowed.

OTHER PAYMENT PLANS DON'T STACK UP AS WELL AS OURS

INTEREST-FREE MONTHLY PAYMENT PLAN

HERE ARE THE FACTS WHY...

COLLEGE EXPENSES, WHAT'S YOUR PLAN?

Paying for the rising costs of a college education is a concern for nearly every student and family. The fact is, few of us have the resources to simply write a check for the full cost of tuition each semester. So how are you meeting your costs? What's your plan? Do you have one?

Having a solid plan for covering the cost of college is an important step toward graduation. Morton College is pleased to enlist the services of Nelnet to make the process easier for you.

HERE IS A PROVEN PLAN

To help you meet your educational expenses, Morton College is proud to offer Nelnet as a convenient budget plan. This is not a loan program. You have no debt, there are no interest or finance charges assessed, and there is no credit check. The cost to budget your interest-free monthly payment plan is a \$25 per semester nonrefundable Nelnet Enrollment Fee. You may budget your tuition and fees by either Automatic Bank Payment or monthly credit card deduction.

CONVENIENT ONLINE ENROLLMENT

Enroll in the Nelnet Payment Plan online at <http://my.morton.edu> or at morton.edu and clicking on the Panther Portal link (see page 8 for instructions on how to login to the Panther Portal).

- Under Financial Information click on "Sign up for the Nelnet Payment Plan"
- Click on the correct semester
- Once you are in the NBS website click on Proceed

Be sure to have the following information:

- Student ID number
- The name, address and email address of the person responsible for making the payments
- To protect your privacy, you will need to create your own unique Nelnet Access Code. Please be sure it is something you can easily remember
- Account information for the person responsible for payment.
- If paying by automatic bank payments, you will need the bank name, telephone number, account number and bank routing number. Most of this information is located in your check.
- If paying by credit card, you will need the credit card number and expiration date.

NELNET TUITION PAYMENT PLANS SCHEDULE*

LAST DAY TO SUBMIT ONLINE	REQUIRED DOWN PAYMENT	NUMBER OF PAYMENTS	MONTHS OF PAYMENTS
November 25, 2019	None	5	December - April
December 11, 2019	10%	4	February - May
January 10, 2020	30%	3	March - May
January 24, 2020	50%	2	April - May

* Nelnet Tuition Payment Plans are not available for the spring semester after January 24, 2020

CAMPUS INFORMATION

ADMISSIONS AND RECORDS

The Office of Admissions and Records located on the first floor of Building B can assist you with applying to the College, campus visits, registration, transcript(s) evaluation and transcript requests. The Office of Admissions and Records Spring semester hours are:

8:00 a.m. to 8:00 p.m. Monday–Thursday
8:00 a.m. to 4:30 p.m. Friday

For more information, call (708) 656-8000, Ext. 2346.

PLACEMENT TESTING

Placement tests measure current skills in English, reading and math. Students will use a computer to complete the Accuplacer test. Accuplacer is untimed, but students should plan to spend up to two hours to complete the full placement test. Placement test results are available immediately. Test results determine placement in English and math courses.

A \$10 retesting fee will be imposed on all students seeking to retake the placement test. This fee applies to all students regardless of program of study. Students who are enrolled in developmental courses are ineligible for retesting.

Placement testing is scheduled Monday through Thursday by appointment. Day and evening appointments are available. For more information call (708) 656-8000, Ext. 2250.

Placement Testing Exemptions—Students with previously earned college credit can be exempted from all or part of the placement test if they submit a college transcript or grade report showing successful completion ("C" or better) in a college-level English composition course/rhetoric course and/or math course.

Students with sub-scores of 18 on the English and Reading portion of the ACT may be exempt from the English portion of the Placement Exam.

INFORMATION CENTER

ACADEMIC ADVISING CENTER

The Academic Advising Center is located on the first floor of Building B, is committed to assisting prospective, new and continuing students in setting and achieving their educational and career goals. Each Morton College student is assigned an academic advisor. Our purpose is to establish a partnership between the advisor and the student to meet each individual's needs and to connect students with other campus resources. Students who meet with an academic advisor will be able to obtain information in the following areas: general advisement and academic regulations, registration, add/drop courses, graduation review, provisional degree audit, suspension/dismissal appeals, and transfer information.

The Academic Advising Center spring semester hours are:
8:00 a.m. to 8:00 p.m. Monday–Thursday
8:00 a.m. to 4:30 p.m. Friday

Walk-ins: Monday & Friday

Appointments: Tuesday, Wednesday, and Thursday.

Information about other academic support services is available by calling (708) 656-8000, Ext. 2250

NEW STUDENT ORIENTATION

New Student Orientation (NSO) is an essential step in beginning your educational journey at Morton College. It will prepare you to be a successful student during your degree completion. Students can begin Part I of orientation after the completion of the placement exam. Part II will be held on campus for all semester seeking students. New Student Orientation is mandatory for all new students. For more information, call 708.656.8000, Ext. 2250 or Ext. 2444 to retrieve your login information.

NSO Part I

New Student Orientation can be completed at the convenience of the student online, only after students have successfully taken the placement exam for both English and Math at Morton College. The online orientation should take approximately one hour long, and includes quizzes after each module and will allow you to save your space if you need to return to it at another time. Once you complete NSO Part I, you are ready to meet with your assigned Academic Advisor and register for classes.

NSO Part II

You will not want to miss all the fun Part II has to offer new students! New Student Orientation Part II will include a guest speaker, music, raffles, giveaways, and meet with administrators and faculty have lunch with current students.

Students can obtain more information and reserve their seat by calling (708) 656-8000, Ext. 2250 or stopping by the Academic Advising Center, located in the B Building, 1st Floor.

BOOKSTORE

The College Bookstore, located in Room 134C, sells new and used textbooks, software, course supplies, gifts and personal items. The Bookstore spring semester hours are:

8:30 a.m. to 8:00 p.m. Monday–Thursday
8:30 a.m. to 4:00 p.m. Friday

For all spring courses, books may be returned for a full refund one week from the first day of class with the original receipt. Contact the Bookstore at (708) 656-8000, Ext. 2222, for more information.

SERVICES FOR STUDENTS WITH DISABILITIES

Academic support services for students with disabilities are available by contacting Disabilities Specialist Jennifer Iniquez at (708) 656-8000, Ext. 2250.

CHILDREN ON CAMPUS

For the safety of children on campus, children may not accompany students to class, tutoring or testing sessions. Also, children may not be left unattended on the campus grounds, whether in college buildings, extension centers or at any college event.

SMOKE-FREE CAMPUS

Smoking on Morton College premises in a public place or place of employment and within College vehicles is prohibited. No person shall smoke on Morton College premises. No person may smoke in any privately owned vehicles on Campus. The use of smokeless tobacco products, chewing tobacco and electronic cigarettes on Morton College premises, in public places and places of employment regardless of where located is also prohibited.

This Policy applies to all students, employees (faculty, staff, administrators, and professional staff), visitors, vendors, and contractors; and applies to all Morton College premises.

All employees and students are responsible for being familiar and complying with the requirements of these regulations

Morton College institutes this policy to comply with the Smoke Free Illinois Act (410 ILCS 82 et seq, the "Act") and to ensure that all Morton College facilities and properties are tobacco-free in an effort to provide the faculty, staff, students and visitors with a healthy, respectful working and learning environment.

Any questions regarding the smoke-free campus should be directed to the Morton College Police Department.

DRUG-AND ALCOHOL-FREE CAMPUS

In recognition of the negative effect that the use of drugs and alcohol has on a person's physical and mental well-being, Morton College promotes and maintains a healthy, drug- and alcohol-free learning environment and workplace. The College complies with all federal, state and local laws and ordinances to which it is subject, including the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act Amendments of 1989.

Morton College prohibits the use, possession, distribution, dispensing and manufacturing of illicit drugs or alcohol on Campus property, including buildings, grounds, in College vehicles or any College-leased facility. Anyone on campus under the influence of drugs or alcohol is subject to appropriate sanctions consistent with local, state and federal laws, and may include incarceration and/or monetary fines.

Incidents involving students referred to the campus disciplinary system will follow the procedures outlined in the Morton College Student Handbook. Incidents involving employees will be processed in accordance with applicable laws and labor-management agreements.

CAMPUS QUICK GUIDE

Building A	Location	Ext.
(1) Cashier's Office	First Floor	2268
(2) Jedlicka Performing Arts Center	First Floor	2261

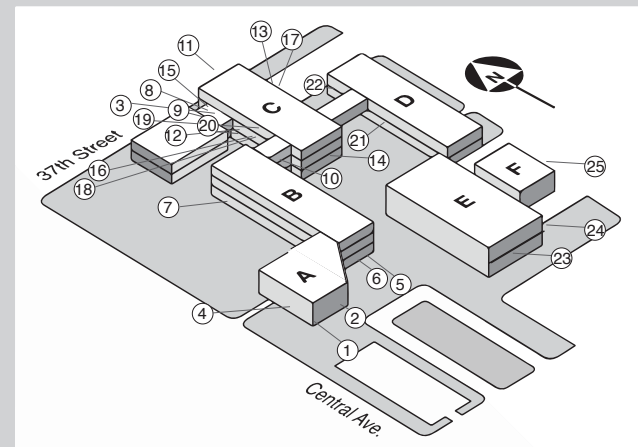
Building B	Location	Ext.
(3) Adult Education Community Programming & Outreach	214C	2373
(4) Financial Aid	Second Floor	2428
(5) Academic Advising Center	First Floor	2250
(6) Admissions and Records	First Floor	2346
(7) Library	First Floor	2321
(8) Transfer Services	First Floor	2402

Building C	Location	Ext.
(9) Adult Education, Community Programming and Outreach (ESL/GED)	220C	2407
(10) Bookstore	134C	2222
(11) Business Office	203C	2305
(12) Business & Professional Services	225C	2382
(13) Cafeteria	First Floor	2458
(14) Campus Safety	119C	2200
(15) Career Services Office	SSC*	2468
(16) Community and Continuing Education	245C	2383
(17) Individual Learning Center (Tutorial Services)	SSC*	2465
(18) Student Activities	SSC*	2419
(19) Student Union	SSC*	—
(20) Testing Center	SSC*	2250

Building D	Location	Ext.
(21) Child Care Center	105D	2284
(22) Physical Plant	116D	2221

Building E	Location	Ext.
(23) Athletics/Vais Gymnasium	202E	2370
(24) Fitness Center	116E	2274

Building F	Location	Ext.
(25) Maintenance	First Floor	—



Note: All room locations followed by an asterisk (*) are located in the Student Success Center (SSC), 2nd floor, Building C.



April 1
GRADUATION
PETITION DEADLINE

DEGREES AND CERTIFICATES

Morton College offers a wide variety of courses to help you achieve your academic, professional and personal goals. At Morton College, you can obtain either an associate degree or a career certificate to enhance your employment marketability. Morton College awards six degrees:

- Associate in Arts (A.A.)
- Associate in Science (A.S.)
- Associate in Applied Science (A.A.S.)
- Associate in Fine Arts in Art (A.F.A.)
- Associate in Liberal Studies (A.L.S.)

Each degree requires at least 62 credit hours for completion. The Associate in Arts, Associate in Science and the Associate in Fine Arts in Art Degrees fulfill the first two years of study for students pursuing a Bachelor's Degree at a four-year college or university. Students are encouraged to meet with a Morton College Academic Advisor and to consult the catalog of the college or university they expect to attend for information about transferable courses. To meet with an advisor, call (708) 656-8000, Ext. 2250.

ASSOCIATE IN ARTS (A.A.)

This degree is for students who intend to pursue a Bachelor of Arts Degree at a four-year college or university. Students must meet the prescribed general education requirements as listed in the Catalog for the Associate in Arts (A.A.) Degree. Students pursuing this degree should complete the remaining required semester hours according to the requirements of the four-year school to which they plan to transfer. Students should consult with an advisor when selecting elective courses to determine credit transferability.

ASSOCIATE IN SCIENCE (A.S.)

This degree is for students who intend to pursue a Bachelor of Science Degree at a four-year college or university. Students must meet the prescribed general education requirements as listed in the Catalog for the Associate in Science (A.S.) Degree. Students pursuing this degree should complete the remaining required semester hours according to the requirements of the four-year school to which they plan to transfer. Students should consult with an advisor when selecting elective courses to determine credit transferability.

ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

This degree is for students who intend to pursue employment upon graduation. Students must meet the prescribed general education requirements as listed in the Catalog for the Associate in Applied Science (A.A.S.) Degree. Students pursuing this degree must complete the remaining required semester hours according to the requirements of the program. Students should consult with an advisor when selecting elective courses. Areas of study within the A.A.S. degree program include:

- Accounting
- Automotive Technology
- Business Management
- Computer Aided Design Technology
- Computer Information Systems
- Early Childhood Education
- Fire Science
- Health Information Technology
- Heating, Ventilation, Air Conditioning and Refrigeration
- Law Enforcement Education
- Nursing
- Office Management Technology
- Physical Therapist Assistant
- Therapeutic Massage

ASSOCIATE IN FINE ARTS IN ART (A.F.A.)

This degree is for students who intend to pursue a Bachelor of Fine Arts Degree at a four-year college or university. Students must meet the prescribed general education requirements as listed in the Catalog for the Associate in Fine Arts (A.F.A.) Degree. Students pursuing this degree should complete the remaining required semester hours according to the requirements of the four-year school to which they plan to transfer. Students should consult with an advisor when selecting elective courses to determine credit transferability. Most schools require a portfolio review for admission to a bachelor's program.

ASSOCIATE IN LIBERAL STUDIES (A.L.S.)

This degree is for students who intend to pursue an individually designed curriculum meeting their specific interests or needs. Students must meet the prescribed general education requirements as listed in the Catalog for the Associate in Liberal Studies (A.L.S.) Degree. Students pursuing this degree should complete the remaining required semester hours according to the requirements of the four-year school to which they plan to transfer. Students should consult with an advisor when selecting elective courses to determine credit transferability.

CAREER CERTIFICATE

Career certificate programs provide basic skills in technical courses that prepare students for entry-level jobs. Certificate programs typically require one semester to one year of full-time study to complete. Certificate programs available at Morton College include:

- | | |
|--|---|
| • Accounting | • Heating, Ventilation and Air Conditioning |
| • Alternative Fuels—Compressed Natural Gas | • Licensed Practical Nurse |
| • Architectural Drafting Design | • Medical Billing and Coding |
| • Automotive Service | • Medical Office Support* |
| • Automotive Maintenance and Light Repair | • Medical Transcription |
| • Automotive Mobile Electronics | • Microsoft Office |
| • Automotive Technology | • Music Production |
| • Business Management | • Network Systems Administrator |
| • Computer Aided Design Technology | • Networking Essentials |
| • 3D CAD | • Nurse Assisting* |
| • Computer Repair Technician | • Office Technology Specialist |
| • Drafting Technology | • Simulation & Game Development |
| • Early Childhood Aide* | • Supply Chain Management |
| • Early Childhood Assistant | • Therapeutic Massage |
| • Early Childhood Education | • Web Site Site and Multimedia Design |
| • Early Childhood Nature Assistant | • Welding* |
| • Electronic Records Management | |
| • Fire Investigation Specialist | |
| • Fire Prevention Specialist | |

* Financial Aid does not apply.



Avoid Late Fees. REGISTER NOW!

MORTON COLLEGE OFFERS 3 TYPES OF CLASSES:



TRADITIONAL COURSES—meet face-to-face.



ONLINE COURSES—offered completely online via the internet. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will have access to the instructor by E-mail or Blackboard. To get started with Online courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.



HYBRID COURSES—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

UNIVERSITY TRANSFER AND CAREER

CREDIT COURSES LEADING TO A DEGREE OR CAREER CERTIFICATE

HOW TO READ THIS COURSE SCHEDULE

SUBJECT

Course

Section #

Class type (Lec or Lab)

Course Title

Days Time

Credits

Room #

Instructor

Dates

Fees

Prerequisites

MEETING DAYS

Course meeting days use the following abbreviations:

M—Monday

Tu—Tuesday

W—Wednesday

Th—Thursday

F—Friday

Sa—Saturday

Su—Sunday

ROOM LOCATIONS

Courses listed in this schedule are held at the following locations:

A, B, C, D AND E BUILDINGS

Morton College Campus

3801 S. Central Avenue, Cicero, IL.

REMOTE LOCATIONS

AMM	American Monticello
BZ	Brookfield Zoo
CIC	Cicero School
CPL	Cicero Public Library
HWA	Hiawatha School
MEHS	Morton East High School
MWHS	Morton West High School
PAC	Parent's and Children's Center
PHC	Parkholme Center
RML	Rush-MacNeal-Loyola
SFD	Stickney Fire Department

COURSE NUMBERS

Courses numbered below 100 are developmental and cannot be used to fulfill graduation requirements in a transfer or career program.

FEES

Additional fees may be charged based on specific course or program requirements.

TO BE ANNOUNCED (TBA)

If TBA appears instead of a room number, a classroom location was not designated at the time the schedule was printed. Contact the Office of Admissions and Records at (708) 656-8000, Ext. 2346, for further information. When TBA appears instead of a time, contact the instructor or appropriate dean.

PREREQUISITES

Prerequisites are special conditions which must be fulfilled before registration will be allowed in a particular course. These conditions vary and may include obtaining the consent of the instructor, gaining admission to a program or completing additional courses prior to enrollment.

INSTRUCTOR

The schedule lists the last name of the instructor for each course. If Staff is indicated, the instructor was not designated at the time the schedule was printed.

BEGINNING/ENDING DATE

The first and last meeting dates of a course.

* Room numbers containing a single letter indicate courses held on campus. Room numbers containing two or more letters indicate courses held off campus (for these courses, please refer to the REMOTE LOCATIONS subhead on this page for location key).

Anthropology

ANT-101	Intro to Anthropology			3 credits
1J	Lec Th	3:00pm-5:45pm	336C	Kasprowicz
		1/16 - 5/14		
ANT-102	Intro to Cultural Anthropology			3 credits
12	Lec Tu	6:30pm-9:15pm	226C	Kasprowicz
		1/14 - 5/12		
2G	Lec M W F	1:00pm-1:50pm	331C	Kasprowicz
		1/13 - 5/13		

Art

ART-102	3-D Fundamentals			3 credits
1F	Lab Tu	12:30pm-3:00pm	104D	Primm
	Lab Th	12:30pm-3:30pm		
		1/14 - 5/14		
		Fees: \$35		
ART-103	Drawing I			3 credits
1J	Lab M W	3:00pm-5:45pm	106D	Roman
		1/13 - 5/13		
2C	Lab Tu Th	9:30am-12:15pm	106D	Roman
		1/14 - 5/14		
32	Lab Tu Th	6:30pm-9:40pm	106D	LoPresti
		1/28 - 5/14		
		Fees: \$35		
ART-104	Drawing II			3 credits
1C	Lab Tu Th	9:30am-12:15pm	106D	Roman
		1/14 - 5/14		
		Fees: \$35		
		Prerequisite: ART-103		
ART-105	Painting I			3 credits
1F	Lab M W	12:00pm-2:45pm	106D	Roman
		1/13 - 5/13		
		Fees: \$40		
ART-113	Ceramics I			3 credits
1C	Lab Tu Th	9:30am-12:15pm	104D	Primm
		1/14 - 5/14		
		Fees: \$40		
ART-115	Photography I			3 credits
8B	Lab Sa	8:00am-1:00pm	107D	Stevens
		1/18 - 5/9		
		Fees: \$50		
ART-116	Photography II			3 credits
8B	Lab Sa	8:00am-1:00pm	107D	Stevens
		1/18 - 5/09		
		Fees: \$50		
		Prerequisite: art-115		


ART-117	Digital Photography			3 credits
1J	Lab M W	3:00pm-5:45pm	107D	Primm
		1/13 - 5/13		
		Prerequisite: ART-101 or ART-115 or Consent of Instructor		
ART-120	Art Appreciation			3 credits
1E	Lec Tu Th	11:00am-12:15pm	106C	Smith
		1/14 - 5/14		
22	Lec M	6:30pm-9:15pm	106C	LoPresti
		1/13 - 5/11		
ART-125	Art History I Prehistoric/Goth			3 credits
1J	Lec M W	3:00pm-4:15pm	106C	Martino
		1/13 - 5/13		
ART-126	Art History II Renaissance & B			3 credits
1G	Lec M W	1:00pm-2:15pm	106C	Martino
		1/13 - 5/13		
ART-130	Introduction to Digital Art			3 credits
1D	Lec M W F	10:00am-11:45am	107D	Primm
		1/13 - 5/13		
		Fees: \$30		
ART-203	Figure Drawing I			3 credits
1C	Lab M W	9:00am-11:45am	106D	Roman
		1/13 - 5/13		
		Fees: \$35		
		Prerequisite: ART-103		
ART-205	Painting II			3 credits
1F	Lab M W	12:00pm-2:45pm	106D	Roman
		1/13 - 5/13		
		Fees: \$40		
		Prerequisite: ART-105		
ART-213	Ceramics II			3 credits
1C	Lab Tu Th	9:30am-12:15pm	104D	Primm
		1/14 - 5/14		
		Fees: \$40		
		Prerequisite: ART-113		

Automotive Technology

ATM-105	Automatic Transmissions			4 credits
1C	Lec Tu	9:00am-12:30pm	108D	Smith
	Lab Th	9:00am-12:30pm	110D	
		1/14 - 5/14		
		Fees: \$50		
ATM-120	Basic Vehicle Mechanics			3 credits
1G	Lec W	1:00pm-2:50pm	108D	Fortier
	Lab M	1:00pm-3:50pm	110D	
		1/13 - 5/13		
		Fees: \$40		
		Prerequisite: English and Math placement testing required.		

ATM-122 Automotive Air Conditioning	3 credits
1C Lec Tu 9:00am-10:50am 108D	Sykora
Lab Th 9:00am-11:50am 110D	
1/14 - 5/14	
Fees: \$80	
ATM-204 Advanced Elec Syst & Accessories	3 credits
1C Lec M 9:00am-10:50am 108D	Sykora
Lab W 9:00am-11:50am 110D	
1/13 - 5/13	
Fees: \$40	
Prerequisite: ATM-120, ATM-202	
ATM-206 Steering and Suspension	3 credits
1C Lec W 9:00am-10:50am 108D	Fortier
Lab M 9:00am-11:50am 110D	
1/13 - 5/13	
Fees: \$80	
Prerequisite: ATM-120	
ATM-208 Automotive Computer Systems	3 credits
1C Lec M 9:00am-10:50am 108D	Sykora
Lab W 9:00am-11:50am 110D	
1/13 - 5/13	
Fees: \$40	
Prerequisite: ATM-120	
ATM-221 Automotive Service II	3 credits
1C Lec F 9:00am-4:00pm 108D	Sykora
Lab F 9:00am-4:00pm 110D	
1/17 - 5/8	
Fees: \$40	
Prerequisite: ATM 104, ATM 122 and ATM 202.	
Concurrent enrollment required in ATM 206.	
ATM-253 Successful Career & Life Strategies	2 credits
1G Lec W 1:30pm-3:20pm 316B	Walley
1/15 - 5/13	
2L Lec M 5:30pm-7:20pm 316B	Walley
1/13 - 5/11	
Prerequisite: ENG 101 and 30 semester hours of college course work.	

Biology

BIO-100 Introducing Biology	3 credits
NR Lec Online	Bluemer
1/13 - 5/14	
 The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu . Click Online courses and select BIO 100 or contact Judy Bluemer at judy.bluemer@morton.edu . This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.	
BIO-102 Introduction to Biology	4 credits
1C Lec Tu Th 9:30am-10:45am 106C	Bluemer
Lab M 9:00am-11:50am 344C	Khalifeh
1/13 - 5/14	
2C Lec Tu Th 9:30am-10:45am 106C	Bluemer
Lab W 9:00am-11:50am 344C	Khalifeh
1/14 - 5/14	
3C Lec Tu Th 9:30am-10:45am 106C	Bluemer
Lab F 9:00am-11:50am 344C	Stanukinas
1/14 - 5/14	
4C Lec Tu Th 9:30am-10:45am 106C	Bluemer
Lab F 12:00pm-2:50pm 344C	Stanukinas
1/14 - 5/14	
5F Lec M 12:00pm-2:50pm 344C	Thelemaque
Lab W 12:00pm-2:50pm 344C	Thelemaque
1/13 - 5/13	
6B Lec M W F 8:00am-8:50am 344C	Stanukinas
Lab Th 8:00am-10:50am 344C	Stanukinas
1/13 - 5/14	
7J Lec M 3:30pm-6:20pm 344C	Staff
Lab W 3:30pm-6:20pm 344C	Staff
1/13 - 5/13	
8B Lec Sa 9:00am-11:50am 344C	Ashraf
Lab Sa 12:00pm-2:50pm 344C	Ashraf
1/18 - 5/9	
9I Lec M 6:30pm-9:20pm 344C	Andrade
Lab W 6:30pm-9:20pm 344C	Andrade
1/13 - 5/13	
MJ Lec F 3:00pm-5:50pm 344C	Andrade
Lab F 6:00pm-8:50pm 344C	Andrade
1/17 - 5/8	
Fees: \$40	

BIO-111	Biology: a Systems Approach				5 credits
H1	Lec	HYB	Online	Online	Bluemer
	Lab	Tu Th	11:00am-12:50pm	344C	Bluemer
	1/14 - 5/14				



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H2	Lec	HYB	Online	Online	Bluemer
	Lab	Th	6:00pm-7:50pm	344C	Stanukinas
	1/14 - 5/14				
	Fees: \$40				



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BIO-150	Heredity & Society				3 credits
NR	Lec	Online			Bluemer
	1/13 - 5/14				



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BIO-152	Anatomy & Physiology (therapies)				5 credits
1C	Lec	M W	9:00am-10:40am	301B	Pearson
	Lab	M W	11:00am-12:25pm	337C	
	1/13 - 5/13				

BIO-202	Environmental Biology				3 credits
NR	Lec	Online			Bluemer
	1/13 - 5/14				
	Fees: \$40				



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select BIO 202 or contact Judy Bluemer at judy.bluemer@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

BIO-203	Anatomy & Physiology I				4 credits
1B	Lec	Tu Th	8:00am-9:15am	305C	Pearson
	1/14 - 5/14				
2B	Lec	M W	2:00pm-3:15pm	305C	Grice
	1/13 - 5/13				
3E	Lec	M W F	10:00am-10:50am	328B	Farina
	1/13 - 5/13				
4I	Lec	M W	6:00pm-7:15pm	335C	Leven
	1/13 - 5/13				
5K	Lec	Tu Th	4:00pm-5:15pm	333C	Andrade
	1/14 - 5/14				
H1	Lec	Tu	10:00am-10:50am	333C	Seo
	Lec	HYB	Online	Online	
	1/14 - 5/12				
	Fees: \$40				

Prerequisite: Each following college prerequisite course must be taken within 5 years of enrolling in BIO 203. In addition, a grade of 'C' or better is also required in these courses. Take BIO-102 or BIO-110 or CHM-100 or CHM-105; Students having taken high school biology and high school Anatomy and Physiology with a grade of B or better may only satisfy the prerequisite if enrollment in BIO 203 is within 2 years of high school graduation.



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select BIO 203 or contact Kym Seo at kym.seo@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

BIO-204	Anatomy & Physiology II				4 credits
1B	Lec	Tu Th	8:00am-9:15am	333C	Grice
	1/14 - 5/14				
2F	Lec	Tu Th	12:30pm-1:45pm	331C	Pearson
	1/14 - 5/14				
34	Lec	Tu Th	7:00pm-8:15pm	335C	Andrade
	1/14 - 5/14				
4L	Lec	M W	5:00pm-6:15pm	276C	Pearson
	1/13 - 5/13				

5E	Lec	M W F	11:00am-11:50am	336C	Farina
			1/13 - 5/13		
H1	Lec	M	5:00pm-5:50pm	336C	Seo
	Lec	HYB	Online	Online	
			1/13 - 5/11		



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NR	Lec	Online			Seo
			1/13 - 5/14		
			Fees: \$40		
			Prerequisite: All prerequisites must be taken within 5 years of enrolling in BIO 204 as well as a required grade of 'C' or better. Take BIO-203 with a 'C' or better and 'C' or better in BIO-102 or BIO-110 or CHM-100 or CHM-105.		



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BIO-212	Microbiology				4 credits
1F	Lec	Tu Th	12:30pm-1:50pm	328B	Ashraf
	Lab	Tu Th	2:00pm-3:30pm	337C	
			1/14 - 5/14		
2E	Lec	M W	9:30am-10:55am	106C	Grice
	Lab	M W	11:00am-12:15pm	337C	
			1/13 - 5/13		
3E	Lec	M W	11:00am-12:15pm	106C	Grice
	Lab	M W	12:30pm-1:55pm	337C	
			1/13 - 5/13		
42	Lec	M W	4:30pm-5:55pm	336C	Ashraf
	Lab	M W	6:00pm-7:15pm	337C	
			1/13 - 5/13		
H1	Lec	HYB	Online	Online	Seo
	Lab	Tu Th	11:00am-12:25pm	337C	
			1/14 - 5/14		



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H2	Lec	HYB	Online	Online	Seo
	Lab	F	8:30am-11:40am	337C	
			1/17 - 5/8		



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select BIO 204 or contact Kym Seo at kym.seo@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

H3	Lec	HYB	Online	Online	Seo
	Lab	Tu Th	6:00pm-7:15pm	337C	Andrade
			1/14 - 5/14		
			Fees: \$40		
			Prerequisite: BIO 203, BIO 110 or BIO 111		



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select BIO 204 or contact Kym Seo at kym.seo@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

Business

BUS-101	Financial Accounting				3 credits
12	Lec	Tu	6:30pm-9:15pm	202D	Buzruk
			1/14 - 5/12		
2D	Lec	M W F	10:00am-10:50am	202D	Gilligan
			1/13 - 5/11		
3F	Lec	Tu Th	11:00am-12:15pm	202D	Gilligan
			1/14 - 5/12		
BUS-102	Managerial Accounting				3 credits
1F	Lec	Tu Th	12:30pm-1:45pm	202D	Gilligan
			1/14 - 5/12		
22	Lec	W	6:30pm-9:15pm	202D	Bondlow
			1/15 - 5/13		
3E	Lec	M W F	11:00am-11:50am	202D	Gilligan
			1/13 - 5/13		
			Prerequisite: BUS-101		
BUS-106	Principles of Finance				3 credits
1F	Lec	Tu Th	9:30am-10:45am	202D	Lorgus
			1/14 - 5/12		
22	Lec	W	6:30pm-9:15pm	204D	Lorgus
			1/15 - 5/13		
			Prerequisite: BUS-101		

BUS-107 Principles of Marketing **3 credits**
 1C Lec M W F 9:00am-9:50am 202D Swint
 1/13 - 5/13

2B Lec Th 6:30pm-9:15pm 204D Swint
 1/16 - 5/14

BUS-111 Introduction to Business **3 credits**
 1E Lec M W F 12:00pm-12:50pm 202D Gilligan
 1/13 - 5/11

2D Lec M W F 10:00am-10:50am 204D Behling
 1/13 - 5/11

32 Lec W 6:30pm-9:15pm 328B Behling
 1/15 - 5/13

NR Lec Online Cisneros
 1/13 - 5/14
 Fees: \$10



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select BUS 111 or contact Sharon Cisneros at sharon.cisneros@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

BUS-127 Business Math **3 credits**
 12 Lec W 6:30pm-9:15pm 327C Schultz
 1/15 - 5/13

BUS-130 Quickbooks **2 credits**
 12 Lec W 6:30pm-9:00pm 303B Staff
 1/29 - 5/13
 Prerequisite: BUS-101

BUS-201 Cost Accounting **3 credits**
 12 Lec M 6:30pm-9:15pm 204D Schultz
 1/13 - 5/11
 Prerequisite: BUS-102

BUS-203 Intermediate Accounting II **3 credits**
 12 Lec Th 6:30pm-9:30pm 202D Bondlow
 1/16 - 5/14
 Prerequisite: BUS-202

BUS-208 Principles of Management **3 credits**
 1F Lec M W F 12:00pm-12:50pm 328B Behling
 1/13 - 5/11
 Prerequisite: BUS-111

BUS-230 Business Law and Contracts **3 credits**
 1E Lec Tu Th 11:00am-12:15pm 333C Festa
 1/14 - 5/12

NR Lec Online Wiehle
 1/13 - 5/14

Prerequisite- BUS 111



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select BUS 230 or contact Michael Wiehle at michael.wiehle@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

BUS-242 Business Communications **3 credits**
 H1 Lec Th 6:00pm-7:55pm 324B Moreno
 Lec HYB Online Online
 1/16 - 5/14



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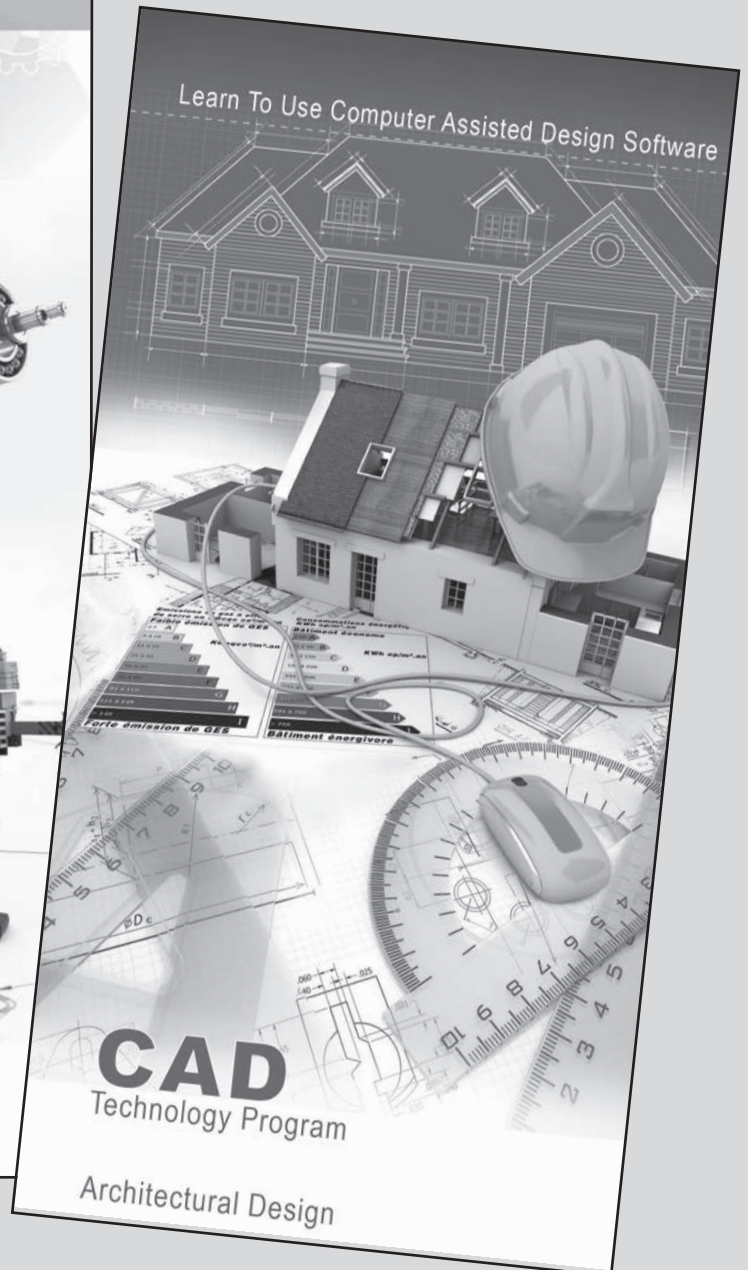
BUS-253 Successful Career & Life Strategies **2 credits**
 1G Lec W 1:30pm-3:20pm 316B Walley
 1/15 - 5/13
 2L Lec M 5:30pm-7:20pm 316B Walley
 1/13 - 5/11
 Prerequisite: ENG 101 and 30 semester hours of college course work.

Chemistry

CHM-100 Fundamentals of Chemistry **4 credits**
 1F Lec Tu Th 12:30pm-1:45pm 178C Staff
 Lab Tu Th 2:30pm-3:50pm 306C
 1/14 - 5/14
 21 Lec Tu 6:00pm-8:50pm 331C Staff
 Lab Th 6:00pm-8:50pm 306C
 1/14 - 5/14
 3B Lec M W F 11:00am-11:50am 328B Staff
 Lab M W 9:00am-10:15am 306C
 1/13 - 5/13
 4F Lec M W F 12:00pm-12:50pm 305C Staff
 Lab M W 10:30am-11:50am 306C
 1/13 - 5/13
 Fees: \$40

Enjoy Computers?

Learn to Use Computer Assisted Design Software!



CHM-101 Intro to Chemistry I**4 credits**

1E	Lec	Tu Th	11:00am-12:15pm	305C	Staff
	Lab	Tu Th	12:30pm-1:50pm	306C	

1/14 - 5/14

Fees: \$40

Prerequisite: Prerequisite: One unit of high school algebra.

CHM-105 General Chemistry I**5 credits**

2F	Lec	Tu Th	12:30pm-2:20pm	305C	Helmus
	Lab	F	9:00am-11:50am	306C	

1/14 - 5/14

31	Lec	W	6:00pm-6:50pm	305C	Staff
	Lab	W	7:00pm-9:50pm	306C	

	Lab	M	6:00pm-8:50pm	305C	
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1/13 - 5/13

3F	Lec	M W	8:00am-9:50am	305C	Helmus
	Lab	M	12:00pm-2:50pm	306C	

1/13 - 5/13

Fees: \$40

Prerequisite: MAT 095; Engineering students: MAT 105 and one year of high school chemistry Liberal arts students: MAT 105.

CHM-106 General Chemistry II**5 credits**

1E	Lec	M W F	10:00am-11:20am	305C	Crockett
	Lab	W	1:00pm-3:50pm	306C	

1/13 - 5/13

21	Lec	Tu Th	4:30pm-6:25pm	305C	Helmus
	Lab	Th	9:30am-12:20pm	306C	

1/14 - 5/14

Fees: \$40

Prerequisite: Prerequisite: CHM 105

CHM-206 Organic Chemistry II**5 credits**

1E	Lec	Tu Th	9:30am-10:45am	305C	Crockett
	Lab	F	1:00pm-6:00pm	306C	

1/14 - 5/14

Fees: \$45

Prerequisite: CHM 205

College Study Seminar**CSS-100 College Study Seminar****3 credits**

1D	Lec	M W F	10:00am-10:50am	226C	Abrahamson
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1/13 - 5/13

2E	Lec	Tu Th	11:00am-12:15pm	330C	Drury
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1/14 - 5/14

Prerequisite: Placement into ENG-088

Computer Assisted Design**CAD-100 Autocad Fundamentals****3 credits**

1B	Lec/Lab	Tu Th	8:00am-10:20am	317B	Sanchez
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1/14 - 5/14

8B	Lec/Lab	Sa	8:00am-12:50pm	320B	Karasek
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1/18 - 5/9

Fees: \$50

CAD-101 Fundamentals of Drafting**3 credits**

1D	Lec/Lab	Tu Th	10:30am-12:50pm	317B	Sanchez
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1/14 - 5/14

Fees: \$50

CAD-102 Descriptive Geometry**3 credits**

1G	Lec/Lab	Tu Th	1:00pm-3:20pm	317B	Sanchez
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1/14 - 5/14

Fees: \$50

CAD-104 Assembly Drawings**3 credits**

1L	Lec/Lab	M W	5:30pm-7:50pm	317B	Sanchez
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1/13 - 5/13

Fees: \$50

Prerequisite: CAD 100 and CAD 101, or instructor permission

CAD-107 20/20 Kitchen Design**3 credits**

1L	Lec/Lab	F	5:30pm-10:20pm	317B	Dominguez
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1/17 - 5/8

Fees: \$50

Previous experience with CAD is helpful but not required.

CAD-130 Architectural Residential Design**3 credits**

1L	Lec/Lab	M W	5:30pm-7:50pm	320B	Campos
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1/13 - 5/13

Fees: \$50

Prerequisite: CAD 100 and CAD 101, or instructor permission

CAD-203 Electronics Drafting**3 credits**

15	Lec	M W	8:00pm-10:30pm	317B	Sanchez
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1/13 - 5/13

Fees: \$50

Prerequisite: CAD 100 and CAD 101, or instructor permission

CAD-220 Autodesk Inventor**3 credits**

1L	Lec	F	5:30pm-10:20pm	320B	Sanchez
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1/17 - 5/8

Prerequisite: CAD 100 and CAD 215, or instructor permission

CAD-227 Solid Works Assemblies**3 credits**

1L	Lec/Lab	Tu Th	5:30pm-7:50pm	317B	Marquez
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1/14 - 5/14

Prerequisite: CAD-127 or permission of instructor

CAD-237 Revit BIM Management**3 credits**

8B	Lec	Sa	8:00am-12:50pm	317B	Medina
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1/18 - 5/9

Prerequisite: CAD-137 or instructor permission

CAD-241 Autocad Productivity **3 credits**
 15 Lec/Lab Tu Th 8:00pm-10:20pm 317B Glover
 1/14 - 5/14
 Fees: \$50
 Prerequisite: CAD-141 or permission of the instructor.

CAD-253 Successful Career & Life Strategies **2 credits**
 1G Lec W 1:30pm-3:20pm 316B Walley
 1/15 - 5/13
 2L Lec M 5:30pm-7:20pm 316B Walley
 1/13 - 5/11
 Prerequisite: ENG 101 and 30 semester hours of college course work.

Computer Information Systems

CIS-102 Career Essentials for CIS **3 credits**
 1E Lec Tu Th 12:30pm-1:45pm 316B Styer
 1/14 - 5/14
 2L Lec Tu Th 5:00pm-6:10pm 316B Styer
 1/14 - 5/14

CIS-116 Intro to HTML Coding **3 credits**
 H1 Lec W 10:00am-11:40am 316B Walley
 Lab HYB Online Online
 1/15 - 5/13
 Fees: \$25
 Prerequisite: Prerequisite: Basic computer operating and browser skills.



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CIS-132 Introduction to Networking **3 credits**
 1F Lec Tu Th 12:30pm-1:45pm 313B Balek
 1/14 - 5/14

CIS-136 Server Configuration & Admin **4 credits**
 12 Lec/Lab M W 6:30pm-9:15pm 313B Schmidt
 1/13 - 5/13
 Prerequisite: CIS 132 or concurrent enrollment.

CIS-161 Intro to Operating Systems **3 credits**
 2L Lec Tu Th 5:00pm-6:10pm 313B Balek
 1/14 - 5/14

CIS-165 Intro to Network Security **3 credits**
 H1 Lec F 7:00pm-9:45pm 313B Balek
 Lab HYB Online Online
 1/17 - 5/8
 Co-requisite: CIS 132



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CIS-170 Introduction to Java **3 credits**
 H1 Lec M 5:00pm-6:55pm 303B Gan
 Lab HYB Online Online
 1/13 - 5/11
 Prerequisite: Prerequisite: CPS 111 and a programming course

CIS-181 Computer Diagnosis & Svc II **3 credits**
 12 Lec/Lab Tu Th 6:30pm-8:45pm 313B Sandoval
 1/14 - 5/14
 Prerequisite: CIS-180

CIS-203 Advanced Web Design **3 credits**
 1L Lec F 5:00pm-7:50pm 316B Hayward
 1/17 - 5/8
 Prerequisite: CIS-103

CIS-233 Interconnect Network Device II **3 credits**
 8B Lec/Lab Sa 8:00am-11:40am 313B Balek
 1/18 - 5/9
 Fees: \$40
 Prerequisite: CIS-133

CIS-253 Successful Career & Life Strategies **2 credits**
 1G Lec W 1:30pm-3:20pm 316B Walley
 1/15 - 5/13
 2L Lec M 5:30pm-7:20pm 316B Walley
 1/13 - 5/11
 Prerequisite: ENG 101 and 30 semester hours of college course work.

Computer Science

CPS-101 Informational Technology

2 credits

NR Lec Online

Walley

1/13 - 5/14



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select CPS 101 or contact Cynthia Walley at cynthia.walley@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

CPS-111 Business Computer Systems

3 credits

 H1 Lec Tu Th 9:30am-10:45am 316B
 Lab HYB Online Online

Corte

1/14 - 5/14



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 H2 Lec Tu Th 11:00am-12:15pm 316B
 Lab HYB Online Online

Corte

1/14 - 5/14



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 H3 Lec Tu Th 2:00pm-3:10pm 316B
 Lab HYB Online Online

Styer

1/14 - 5/14



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 H4 Lec M W 12:00pm-1:15pm 316B Walley
 Lab HYB Online Online
 1/13 - 5/13


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 H5 Lec Th 6:30pm-9:15pm 316B Lasorella
 Lab HYB Online Online

1/16 - 5/14



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 H6 Lec Sa 9:00am-12:00pm 316B Drew
 Lab HYB Online Online

1/18 - 5/9




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 NR Lec/Lab Online Styer
 1/13 - 5/14


The above course is offered via the internet in either NR or NR2. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select CPS 111 or contact Audrey Styer at audrey.styer@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.


NR2 Lec/Lab Online Styer
2/10 - 5/14
Fees: \$40

 The above course is offered via the internet in either NR or NR2. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select CPS 111 or contact Audrey Styer at audrey.styer@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

CPS-200 C++ Programming 3 credits
NR Lec Online Casey


Lab M 8:00am-10:50am 316B
1/13 - 5/14
Fees: \$40

Prerequisite: MAT 201 and CPS 111 or instructor permission

 The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select CPS 200 or contact Craig Casey at craig.casey@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

CPS-210 Programming in Visual Basic 3 credits

H1 Lec Sa 1:00pm-3:50pm 316B Drew
Lab HYB Online Online
1/18 - 5/9
Prerequisite: CPS-111

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Early Childhood Education

ECE-100 Early Child Growth & Development 3 credits

1F Lec W 11:00am-1:45pm 174C Matthews
1/15 - 5/13
NR Lec Online Bulat
1/13 - 5/14



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select ECE 100 or contact Tsonka Pencheva at tsonka.pencheva@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

ECE-101 Observ & Assessment / Children 3 credits

1F Lec Tu Th 12:30pm-1:45pm 174C Pencheva
1/14 - 5/14
8B Lec Sa 9:00am-11:50am 175C Eshafi
1/18 - 5/9
NR Lec Online Bulat
1/13 - 5/14



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select ECE 101 or contact Tsonka Pencheva at tsonka.pencheva@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

ECE-105 Health & Nutrition for Child 3 credits

1C Lec M 9:30am-12:20pm 174C Pencheva
1/13 - 5/11
NR Lec Online Bland
1/13 - 5/14



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select ECE 105 or contact Pamela Bland at pamela.bland@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

ECE-110 Intro to Early Childhood Ed 3 credits

1J Lec M 3:00pm-5:50pm 174C Pencheva
1/13 - 5/11
8B Lec Sa 12:30pm-3:20pm 175C Eshafi
1/18 - 5/9

NR Lec Online Corral
1/13 - 5/14



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select ECE 110 or contact Tsonka Pencheva at tsonka.pencheva@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

ECE-115 Family, School & Community 3 credits

11 Lec Th 6:00pm-8:50pm 174C Bland
1/16 - 5/14

2C Lec Tu Th 9:30am-10:45am 174C Pencheva
1/14 - 5/14

NR Lec Online Zick
1/13 - 5/14



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select ECE 115 or contact Jennifer Zick at Jennifer.zick@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

ECE-120 Language Arts for Children 3 credits

21 Lec W 6:00pm-8:50pm 301B Eshafi
1/15 - 5/13

Prerequisite: ECE 100 and ECE 101 or concurrent enrollment.

ECE-125 The Exceptional Child 3 credits

1E Lec Tu Th 11:00am-12:15pm 174C Pencheva
1/14 - 5/14

NR Lec Online Pencheva
1/13 - 5/14

Prerequisite: Prerequisite: ECE 110 or concurrent enrollment



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select ECE 125 or contact Tsonka Pencheva at tsonka.pencheva@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

ECE-130 Educational Technology 1 credit

13 Lec Tu 6:30pm-8:45pm 316B Fabiyi
1/28 - 3/3

ECE-160 Curriculum Planning for Children 3 credits

11 Lec M 6:00pm-8:50pm 174C Vacek
1/13 - 5/11

Prerequisite: ECE-110

ECE-162 Creative Curriculum Preschool 1 credit

8B Lec Sa 9:00am-5:00pm 174C Bulat
Lec Su 10:00am-4:00pm 174C

4/25 - 4/26

ECE-200 Play & Guidance of Children 3 credits

1J Lec Tu 3:00pm-5:50pm 176C Vacek
1/14 - 5/12

Prerequisite: ECE 160 and ENG 101 or concurrent enrollment.

ECE-203 Emerging Literacy in Children 3 credits

1J Lec Th 3:00pm-5:50pm 174C Pencheva
1/16 - 5/14

Prerequisite: ECE 120 and ENG 101 or concurrent enrollment.

ECE-207 Creative Expression of Children 3 credits

1J Lec W 3:00pm-5:50pm 174C Matthews
1/15 - 5/13

Prerequisite: ECE 160 or concurrent enrollment.

ECE-210 Early Childhood Administration 3 credits

NR Lec Online Corral
1/13 - 5/14

Prerequisite: ECE 160 or concurrent enrollment.



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ECE-215 The First Three Years of Life 3 credits

11 Lec Tu 6:00pm-8:50pm 174C Vacek
1/14 - 5/12

ECE-220 Young Child As Scientist 1 credit

1C Lec F 9:00am-4:00pm 100BZ Brink
1/17 - 1/31

Prerequisite: Students should contact Program Coordinator –

ECE-260 ECE Internship 3 credits

H1 Lec Tu 5:00pm-5:50pm 174C Pencheva
Lab HYBOnline Online

1/14 - 5/12

Fees: \$50

Prerequisite: ECE-120, ECE-160, ENG-101



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ECE-261	ECE Administrative Internship	3 credits
NR Lec	Online	Staff
1/13 - 5/14		
Prerequisite: ECE 210		



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select ECE 261 or contact Tsonka Pencheva at tsonka.pencheva@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

Economics

ECO-101	Principles of Economics I	3 credits
1E Lec	M W F 9:00am-9:50am	204D Sedaie
1/13 - 5/13		
2E Lec	M W F 11:00am-11:50am	204D Sedaie
1/13 - 5/13		
3F Lec	M W F 12:00pm-12:50pm	204D Sedaie
1/13 - 5/13		
42 Lec	Tu 6:30pm-9:15pm	204D Sedaie
1/14 - 5/12		
Prerequisite: Completion of MAT 084 or MAT 093 or MAT 085 or MAT 095 or concurrent enrollment in MAT 085 or MAT 095 or Placement into MAT 102 or higher.		
ECO-102	Principles of Economics II	3 credits
1C Lec	Tu Th 11:00am-12:15pm	204D Sedaie
1/14 - 5/14		
Prerequisite: ECO-101		

Education

EDU-100	Intro to American Education	3 credits
11 Lec	M 6:00pm-7:50pm	202D Moses
1/13 - 5/11		
Prerequisite: Prerequisite: Placement into ENG 101		

Engineering

EGR-110	Engineering Graphics I	3 credits
1G Lec/Lab	Tu Th 1:00pm-3:20pm	317B Sanchez
1/14 - 5/14		
Fees: \$25		
EGR-111	Engineer Graphics II	3 credits
1L Lec/Lab	M W 5:30pm-7:50pm	317B Sanchez
1/13 - 5/13		
Fees: \$25		

EGR-120	Statics	3 credits
1B Lec	F 8:00am-10:45am	333C Casey
1/17 - 5/8		
Prerequisite: Credit or registration PHY 105 and MAT 201		

English

ENG-075	Intensive Adv Grammar & Edition	4 credits
A1 Lec	M Tu W Th 11:00am-11:50am	241B Staff
1/13 - 5/14		
Prerequisite: ENG 070 or English Placement Test.		
ENG-076	Intensive Adv Reading & Writing	4 credits
A1 Lec	M W 9:00am-10:40am	241B Staff
1/13 - 5/13		
Prerequisite: ENG 071 or English Placement Test.		
ENG-077	Intensive Adv Listening & Speaking	4 credits
A1 Lec	Tu Th 9:00am-10:40am	241B Staff
1/14 - 5/14		
Prerequisite: ENG 072 or English Placement Test.		
ENG-084	Reading & Writing II	3 credits
1C Lec	M W F 9:00am-9:50am	316B Staff
1/13 - 5/13		
2F Lec	M W F 11:00am-11:50am	178C Staff
1/13 - 5/13		
3F Lec	Tu Th 12:30pm-1:45pm	331C Staff
1/14 - 5/14		
4L Lec	Tu Th 5:00pm-6:25pm	276C Staff
1/14 - 5/14		
5H Lec	Tu Th 2:00pm-3:20pm	175C Staff
1/21 - 5/14		
Prerequisite: ENG 082 or English Placement Test		
ENG-086	Reading & Writing III	3 credits
1B Lec	Tu Th 8:00am-9:15am	176C Staff
1/14 - 5/14		
2E Lec	Tu Th 11:00am-12:15pm	301B Staff
1/14 - 5/14		
3F Lec	Tu Th 12:30pm-1:45pm	301B Staff
1/14 - 5/14		
4L Lec	Tu Th 5:00pm-6:20pm	301B Staff
1/21 - 5/14		
5B Lec	M W F 8:00am-8:55am	301B Staff
1/13 - 5/13		
6E Lec	M W F 11:00am-11:50am	301B Staff
1/13 - 5/13		
72 Lec	M W F 12:00pm-12:50pm	301B Staff
1/13 - 5/13		
Prerequisite: ENG 084 or English Placement Test		
ENG-088	Basic Composition	3 credits
1C Lec	Tu Th 9:30am-10:45am	324B Staff
1/14 - 5/14		

2E	Lec	Tu Th	11:00am-12:15pm	176C	Staff
			1/14 - 5/14		
3C	Lec	M W F	9:00am-9:50am	328B	Staff
			1/13 - 5/13		
4E	Lec	M W F	11:00am-11:50am	324B	Staff
			1/13 - 5/13		
CR1	Lec	M W F	10:00am-10:50am	324B	Mohr
			1/13 - 5/13		
CR2	Lec	M W F	2:00pm-2:50pm	303B	Sonnier
			1/13 - 5/13		
CR3	Lec	Tu Th	12:30pm-4:15pm	324B	Warren
			1/14 - 5/14		
CR4	Lec	Tu Th	2:00pm-3:15pm	303B	Ploszaj
			1/14 - 5/14		
CR5	Lec	Tu Th	8:00pm-9:15pm	328B	Manning
			1/14 - 5/14		
H1	Lec	M W	5:00pm-6:15pm	178C	Litwicki
	Lec		HYBOnline	Online	
			1/13 - 5/13		



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AVOID THE LATE REGISTRATION FEE!

A late registration fee of \$50 will be charged to students who meet one or more of the following conditions:

- Students who register after the course has begun
- Students who are dropped for non-payment and wish to re-register
- Students who are dropped for non-attendance and wish to re-register for courses with consent of the instructor.



H2	Lec	M W	6:30pm-8:00pm	178C	Litwicki
	Lec		HYBOnline	Online	
			1/22 - 5/13		

Prerequisite: ENG 086 or English Placement Test



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ENG-101 Rhetoric I					3 credits
1B	Lec	Tu Th	8:00am-9:15am	324B	Staff
			1/14 - 5/14		
2B	Lec	Tu Th	8:00am-9:15am	316B	Staff
			1/14 - 5/14		
3C	Lec	Tu Th	9:30am-10:45am	178C	Staff
			1/14 - 5/14		
4B	Lec	M W F	8:00am-8:50am	303B	Staff
			1/13 - 5/13		
5C	Lec	M W F	9:00am-9:50am	303B	Staff
			1/13 - 5/13		
6E	Lec	M W F	11:00am-11:50am	320B	Staff
			1/13 - 5/13		
7G	Lec	M W F	1:00pm-1:50pm	320B	Staff
			1/13 - 5/13		
8B	Lec	Sa	9:00am-12:00pm	303B	Staff
			1/25 - 5/9		
M2	Lec	Tu	6:30pm-9:15pm	241B	Staff
			1/14 - 5/12		
N2	Lec	W	6:30pm-9:15pm	241B	Staff
			1/15 - 5/13		
O2	Lec	Th	6:30mp-9:15pm	241B	Staff
			1/16 - 5/14		
CR1	Lec	M W F	9:00am-9:50am	324B	Mohr
			1/13 - 5/13		
CR2	Lec	M W F	1:00pm-1:50pm	303B	Sonnier
			1/13 - 5/13		
CR3	Lec	Tu Th	11:00am-12:15pm	324B	Warren
			1/14 - 5/14		
CR4	Lec	Tu Th	12:30pm-1:45pm	303B	Ploszaj
			1/14 - 5/14		
CR5	Lec	Tu Th	6:30pm-7:45pm	328B	Manning
			1/14 - 5/14		

H1	Lec	M W F 10:00am-10:50am	303B	Litwicki
	Lec	HYBOnline	Online	
1/13 - 5/13				



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H2	Lec	M W F 12:00pm-12:50pm	178C	Litwicki
	Lec	HYBOnline	Online	
1/13 - 5/13				

Prerequisite: ENG 088 or English Placement Test



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ENG-102 Rhetoric II 3 credits

1B	Lec	Tu Th 8:00am-9:15am	320B	Staff
1/14 - 5/14				
2B	Lec	Tu Th 8:00am-9:15am	303B	Staff
1/14 - 5/14				
3C	Lec	Tu Th 9:30am-10:45am	320B	Staff
1/14 - 5/14				
4C	Lec	Tu Th 9:30am-10:50am	303B	Staff
1/21 - 5/14				
5E	Lec	Tu Th 11:00am-12:15pm	320B	Staff
1/14 - 5/14				
6E	Lec	Tu Th 11:00am-12:15pm	303B	Staff
1/14 - 5/14				
72	Lec	Tu 6:30pm-9:15pm	178C	Staff
1/14 - 5/12				
8B	Lec	Sa 9:00am-11:55am	241B	Staff
1/18 - 5/9				
92	Lec	Th 6:30pm-9:15pm	177C	Staff
1/16 - 5/14				
JB	Lec	M W F 8:00am-8:50am	324B	Staff
1/13 - 5/13				
KC	Lec	M W F 9:00am-9:50am	320B	Staff
1/13 - 5/13				
LD	Lec	M W F 10:00am-10:50am	320B	Staff
1/13 - 5/13				
ME	Lec	M W F 11:00am-11:50am	303B	Staff
1/13 - 5/13				

NR	Lec		Online	Zukauskas
1/13 - 5/14				



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select ENG 102 or contact Karolis Zukauskas at karo-lis.zukauskas@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

OF	Lec	M W F 12:00pm-12:50pm	320B	Staff
1/13 - 5/13				
PL	Lec	M W F 5:00pm-5:55pm	241B	Staff
1/20 - 5/13				
Prerequisite: ENG-101				

ENG-218 US Latino/Hispanic Literature 3 credits

H1	Lec	M W 2:00pm-3:15pm	328B	Litwicki
1/13 - 5/13				

Fire Science

FIR-100 Principles of Emergency Service 3 credits

01	IND	Independent Study		Foltz
1/13 - 5/14				

FIR-112 Fire Prevention 3 credits

11	Lec	T 6:00pm-8:45pm	177C	Foltz
1/14 - 5/12				

Corequisite: FIR 100 or instructor approval

FIR-150 Intro to Fire & Emergency Service 3 credits

11	Lec	W 6:00pm-8:45pm	177C	O'Halloran
1/15 - 5/13				

Corequisite: FIR 100

FIR-270 Fire Behavior and Combustion 3 credits

11	Lec	M 7:00pm-9:45pm	177C	Foltz
1/13 - 5/11				

Corequisite: FIR 100 or instructor approval

Geography

GEG-101 Physical Geography

5 credits

H1 Lec HYB Online Online Abrahamson
Lec M W 12:00pm-1:50pm
1/13 - 5/13



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GEG-105 World Regional Geography

3 credits

1C Lec M W F 9:00am-9:50am 226C Abrahamson
1/13 - 5/13
NR Lec Online Abrahamson
1/13 - 5/14



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select GEG 105 or contact Maura Abrahamson at maura.abrahamson@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

Geology

GEL-101 Physical Geology

4 credits

1B Lec/Lab Tu Th 8:00am-10:30am 226C Sleeth
1/14 - 5/14
2J Lec/Lab M W 2:00pm-4:30pm 226C Sleeth
1/13 - 5/13
Fees: \$20

Health Care Professions

HCP-130 Medical Terminology

3 credits

13 Lec Tu 6:30pm-9:20pm 303B Smith
1/14 - 5/12
23 Lec Th 6:30pm-9:20pm 303B Lopez
1/16 - 5/14
Fees: \$20

Health Information Technology

HIT-103 Coding & Classification System

3 credits

11 Lec F 6:00pm-10:20pm 324B Smith
1/31 - 5/8

Heating, Ventilation & Air Conditioning

HVA-103 Intermed Refrigeration

3 credits

11 Lec/Lab M 6:00pm-10:00pm 111D Jonas
1/13 - 5/11
Fees: \$50
Prerequisite: HVA-101

HVA-104 Intermediate Heating and A/C

3 credits

11 Lec/Lab Tu 6:00pm-10:00pm 111D Jonas
1/14 - 5/12
Fees: \$50
Prerequisite: HVA-102

HVA-120 Basic Sheet Metal Fabrication

3 credits

11 Lec/Lab Th 6:00pm-10:00pm 109D Farnsworth
1/16 - 5/14
21 Lec/Lab Tu 6:00pm-10:00pm 109D Farnsworth
1/14 - 5/12
Fees: \$50

HVA-203 Commercial AC & Refrigeration

3 credits

11 Lec/Lab Th 6:00pm-10:00pm 111D Jonas
1/16 - 5/14
Fees: \$50

HVA-204 Hydronic Comfort Systems

3 credits

11 Lec/Lab W 6:00pm-10:00pm 111D Jonas
1/15 - 5/13
Fees: \$50

HVA-206 Refrigerant Hand/EPA Review

3 credits

11 Lec/Lab F 6:00pm-10:00pm 303B Jonas
1/17 - 5/8
Fees: \$50

HVA-253 Successful Career & Life Strategies

2 credits

1G Lec W 1:30pm-3:20pm 316B Walley
1/15 - 5/13
2L Lec M 5:30pm-7:20pm 316B Walley
1/13 - 5/11
Prerequisite: ENG 101 and 30 semester hours of college course work.

History

HIS-103 Early Western Civilization

3 credits

1D Lec M W F 10:00am-10:50am 336C Kasproicz
1/13 - 5/13

HIS-104	Modern Western Civilization		3 credits
1F Lec	M W F 12:00pm-12:50pm	336C	Kasprowicz
	1/13 - 5/13		
NR Lec		Online	Gatyas
	1/13 - 5/14		



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select HIS 104 or contact Kenton Gatyas at kenton.gatyas@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

HIS-105	American History to 1865		3 credits
12 Lec	Th 6:30pm-9:15pm	336C	Gatyas
	1/16 - 5/14		

HIS-106	American History From 1865		3 credits
1F Lec	Tu Th 12:30pm-1:45pm	336C	Gatyas
	1/14 - 5/14		
LC Lec	Tu Th 11:00am-12:15pm	336C	Gatyas
	1/14 - 5/14		

Humanities

HUM-150	Humanities Through the Arts		3 credits
1B Lec	Tu Th 8:00am-9:15am	202D	Nedza
	1/14 - 5/14		

2C Lec	Tu Th 9:30am-10:45am	204D	Montgomery
	1/14 - 5/14		

3G Lec	M W 1:00pm-2:15pm	336C	Nedza
	1/13 - 5/13		

42 Lec	Th 6:30pm-9:20pm	201D	Stefanski
	1/16 - 5/14		

5B Lec	F 8:00am-10:45am	106C	Nedza
	1/17 - 5/08		

HUM-151	Humanities: History & Philosophy		3 credits
1F Lec	Tu Th 12:30pm-1:45pm	204D	Arias
	1/14 - 5/14		

HUM-154	Latin American Culture		3 credits
1F Lec	Tu Th 12:30pm-1:45pm	203D	Staff
	1/14 - 5/14		

2G Lec	M W 1:00pm-2:15pm	202D	Staff
	1/13 - 5/13		

32 Lec	M 6:30pm-9:25pm	327C	Staff
	1/13 - 5/11		

4H Lec	Tu Th 2:00pm-3:15pm	202D	Staff
	1/14 - 5/14		

Journalism

JRN-106	Mass Media		3 credits
1E Lec	M W F 11:00am-11:50am	317B	Mohr
	1/13 - 5/13		

Law Enforcement

LAW-101	Intro to Law Enforcement		3 credits
1B Lec	Tu Th 8:00am-9:15am	106C	Lyons
	1/14 - 5/14		

1B Lec	Tu Th 10:30am-11:15am	105C	Dukes
	1/14 - 5/14		

NR Lec		Online	Moreno
	1/13 - 5/14		



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LAW-102	Intro to Criminology		3 credits
1D Lec	Tu Th 9:30am-10:45pm	176C	Lyons
	1/14 - 5/14		

LAW-104	Police Ops and Procedures I		3 credits
1E Lec	Tu Th 11:00am-12:15pm	328B	Moreno
	1/14 - 5/14		

21 Lec	M 6:00pm-8:45pm	105C	Sassetti
	1/13 - 5/11		

LAW-105	Administration of Justice		3 credits
1C Lec	Tu Th 9:00am-10:15am	105C	Dukes
	1/14 - 5/14		

21 Lec	Th 6:00pm-8:45pm	105C	Voight
	1/16 - 5/14		

LAW-201	Police Ops and Procedures II		3 credits
1C Lec	M W 9:00pm-10:15pm	105C	Lyons
	1/13 - 5/13		

LAW-202	Juvenile Delinquency		3 credits
1F Lec	Tu Th 12:00pm-1:15pm	105C	Pulaski
	1/14 - 5/14		

LAW-203	Law Enforcement & Comm Relation		3 credits
8B Lec	Sa 9:00am-11:45am	105C	Voight
	1/18 - 5/9		

LAW-204	Criminal Law		3 credits
1F Lec	M W 12:00pm-1:15pm	105C	Pulaski
	1/13 - 5/13		

31 Lec	T 6:00pm-8:45pm	105C	Pulaski
	1/14 - 5/12		

Morton Co-Requisites Courses are Expanding

In Spring 2020, the Mathematics Department of Morton College will continue to offer Co-Requisite courses for the following:

- MAT 102, General Education Mathematics course with a Co-Req section of MAT 096, General Education Math Support.
- MAT 105, College Algebra course with a Co-Req section of MAT 097, Intermediate Algebra Support.

What is a Co-Requisite course?

- Co-Requisite is a course design in which students are enrolled in a first-year college credit-bearing course, instructed in college-level content, and receive additional academic support concurrently with college-level material.
- Each college-level course is 4-credit hours. The academic support course is either a 2-credit or a 3-credit course.

Who should take the Co-Requisite?

- Students who are eligible to take MAT 083, MAT 084, or MAT 085 are eligible to take MAT 102.
- Students who plan to take MAT 085 or MAT 086 are eligible to take MAT 105

Need more information?

- Meet with an Academic Advisor
- Contact Dr. Spaniol in the Math Department:
Scott.Spaniol@morton.edu, 708.656.8000 x1405

Benefits of the Co-Requisite?

- **Success Sooner!** You will be able to earn college-credit in math (MAT 102, MAT 105) and enroll in the academic support course at the same time in the same semester.
- **Receive Academic Support!** You will enroll in one of the support courses (MAT 096 or MAT 097) that focuses on background skills and concepts. In addition, you will receive additional academic support to ensure your success in the college-credit course.

How Do I Enroll in a Co-Requisite course?

- Meet with an Academic Advisor to register in the Co-Requisite course

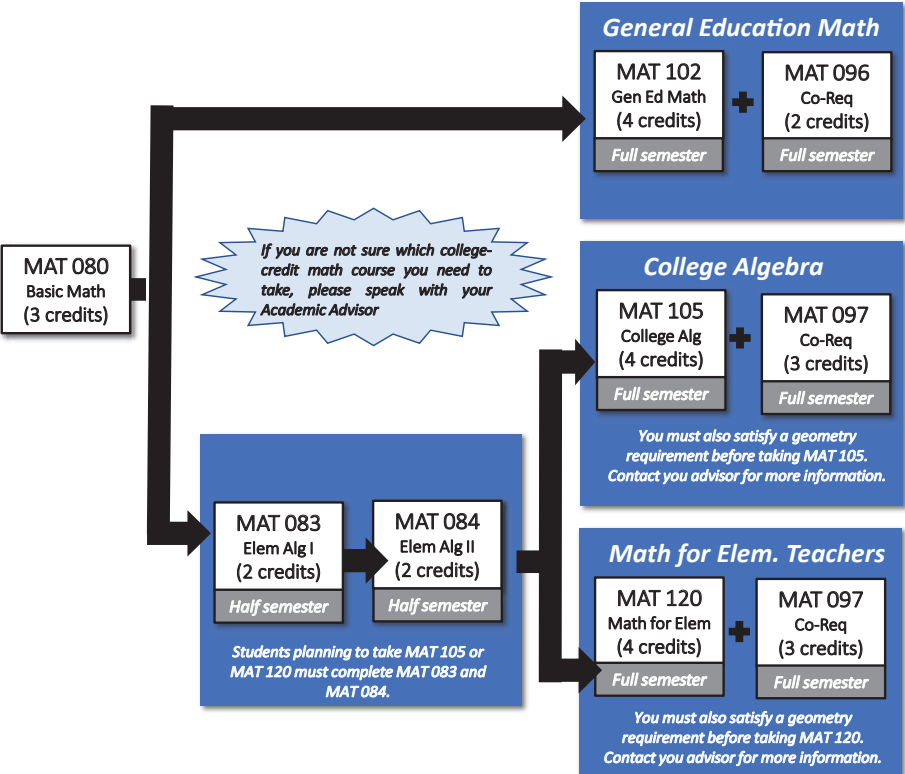


LAW-205 Criminal Law II	3 credits
1H Lec M W 2:00pm-3:15pm 105C 1/15 - 5/13	Lyons
LAW-206 Criminal Investigations	3 credits
11 Lec Th 6:00pm-8:45pm 106C 1/16 - 5/14	Ritz
LAW-207 Court Procedures and Evidence	3 credits
11 Lec W 6:00pm-8:45pm 105C 1/15 - 5/13	Pulaski
LAW-208 Police Organization and Admin	3 credits
1F Lec Tu Th 12:00pm-1:45pm 106C 1/14 - 5/14	Lyons
LAW-210 Cold Case Investigation	3 credits
1B Lec Tu Th 8:00am-9:15am 336C 1/14 - 5/14	Ritz
21 Lec M 6:00pm-8:45pm 106C 1/13 - 5/11	Sassetti
LAW-299 4th Amendment: Smartphones, E-mail	3 credits
11 Lec T 6:00pm-8:45pm 106C 1/14 - 5/12	Staff

Mathematics

MAT-080 Mathematics Fundamentals	3 credits
1B Lec Tu Th 8:00am-9:15am 330C 1/14 - 5/14	Staff
2J Lec Tu Th 5:00pm-6:15pm 178C 1/14 - 5/14	Staff
42 Lec Tu Th 6:30pm-7:45pm 301B 1/14 - 5/14	Staff
5H Lec M W 2:00pm-3:15pm 327C 1/13 - 5/13	Paez
6C Lec Tu Th 9:30am-10:45am 336C 1/14 - 5/14	Staff
8B Lec Sa 9:00am-12:20pm 201D 2/1 - 5/9	Staff
MAT-093 Intensive Elementary Algebra	4 credits
1C Lec M Tu W Th 9:00am-9:50am 325C 1/13 - 5/14	Tomchek
2D Lec M Tu W Th 10:00am-10:50am 327C 1/13 - 5/14	Paez
3K Lec M W 4:30pm-6:10pm 325C 1/13 - 5/13	Staff

College-Credit and Co-Requisite Courses



MAT 096 and MAT 097 do not count as college-credit courses. Only the four credits from MAT 102, MAT 105, and MAT 120 will count as college-credit.

42 Lec M W 6:30pm-8:10pm 325C Staff
1/13 - 5/13
Prerequisite: MAT 080 or MAT 090 or a score of 50 on the Arithmetic and a score of 20 on the Elementary Algebra portion of the Math Placement Test

MAT-096 General Education Math Support 2 credits

CR1 Lec M W 10:00am-10:50am 201D Staff
1/13 - 5/13

CR2 Lec Tu Th 10:00am-10:50am 201D Sanchez
1/14 - 5/14

CR3 Lec Tu Th 1:00pm-1:50pm 325C Tomchek
1/14 - 5/14

CR4 Lec M W 3:30pm-4:20pm 201D Sanchez
1/13 - 5/13

CR5 Lec M W 6:30pm-7:20pm 201D Sanchez
1/13 - 5/13

MAT-097 Intermediate Algebra Support 3 credits

CR1 Lec M Tu Th 10:00am-10:50am 335C Spaniol
1/13 - 5/14

CR2 Lec M Tu Th 10:00am-10:50am 325C Tomchek
1/13 - 5/14

CR3 Lec M Tu Th 1:00pm-1:50pm 201D Russo Neri
1/13 - 5/14

CR4 Lec Tu Th 4:00pm-5:15pm 327C Russo Neri
1/14 - 5/14

CR5 Lec Tu Th 7:00pm-8:15pm 327C Russo Neri
1/14 - 5/14

Prerequisite: MAT 093

MAT-100 Occupational Math 3 credits

11 Lec F 6:00pm-8:30pm 325C Dominguez
1/17 - 5/8

MAT-102 General Education Mathematics 4 credits

1B Lec M Tu W Th 8:00am-8:50am 201D Windham
1/13 - 5/14

2K Lec M W 4:30pm-6:10pm 204D Staff
1/14 - 5/14

32 Lec M W 6:30pm-8:10pm 324C Staff
1/13 - 5/13

5H Lec M W 2:00pm-4:15pm 204D Staff
2/10 - 5/13

6F Lec M Tu W Th 12:00am-12:50am 325C Staff
1/13 - 5/14

8B Lec Sa 9:00am-12:20pm 325C Staff
1/18 - 5/9

NR Lec Online Dominguez
1/13 - 5/14



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select MAT 102 or contact Carlos Dominguez at carlos.dominguez@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

CR1 Lec M W 9:00am-9:50am
F 9:00am-10:40am 201D Staff
1/13 - 5/14

CR2 Lec M Tu W Th 11:00am-11:50am 201D Sanchez
1/13 - 5/14

CR3 Lec M Tu W Th 2:00pm-2:50pm 325C Tomchek
1/13 - 5/14

CR4 Lec M W 4:30pm-6:10pm 201D Sanchez
1/13 - 5/13

CR5 Lec M W 7:30pm-9:10pm 201D Sanchez
1/13 - 5/13

Prerequisite: Successful completion of MAT 085 or MAT 095 or Math Placement Test; and satisfactory completion of MAT 092 or Geometry Proficiency Test or two semesters of High school geometry with a grade of "C" or better

MAT-105 College Algebra 4 credits

1C Lec M Tu W Th 9:00am-9:50am 327C Paez
1/13 - 5/14

2D Lec M Tu W Th 1:00pm-1:50pm 327C Paez
1/13 - 5/14

3G Lec M Tu W Th 12:00pm-12:50pm 327C Paez
1/13 - 5/14

42 Lec Tu Th 6:30pm-8:10pm 325C Staff
1/14 - 5/14

5K Lec M W 10:00am-11:40am 333C Casey
1/13 - 5/13

NR Lec Online Spaniol
1/13 - 5/14



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CR1 Lec M Tu W Th 9:00am-9:50am 335C Spaniol
1/13 - 5/14

CR2 Lec M Tu W Th 11:00am-11:50am 325C Tomchek
1/13 - 5/14

CR3 Lec M Tu W Th 2:00pm-2:50pm 201D Russo Neri
1/13 - 5/14

CR4 Lec Tu Th 5:20pm-7:00pm 327C Russo Neri
1/14 - 5/14

CR5 Lec Tu Th 8:20pm-10:00pm 327C Russo Neri
1/14 - 5/14

Prerequisite: Satisfactory completion of MAT 086 or MAT 095 or Math Placement Test; and satisfactory completion of MAT 092 or Geometry Proficiency Test or two semesters of High school geometry with a grade of "C" or better.

MAT-110 College Trig 3 credits

1L Lec M W 4:30pm-5:45pm 327C Paez
1/13 - 5/13

2J Lec M W 3:00pm-4:15pm 325C Tomchek
1/13 - 5/13

Prerequisite: MAT 105 or concurrent enrollment or Math Placement Test.

MAT-121 Math/Elem School Teachers II 4 credits

1F Lec Tu Th 4:30pm-6:10pm 325C Staff
1/14 - 5/14

Prerequisite: Grade "C" or better in MAT 120.

MAT-124 Finite Mathematics 4 credits

NR Lec Online Dominguez
1/13 - 5/14

Prerequisite: MAT 105 or Qualifying Score on the College Level Math Placement Test.



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MAT-141 Statistics 4 credits

1F Lec M Tu W Th 1:00pm-1:50pm 335C Spaniol
1/13 - 5/14

NR Lec Online Dominguez
1/13 - 5/14

Prerequisite: MAT 102, MAT105 or Qualifying score on the College Level Math portion of the Math Placement Test.



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MAT-181 Discrete Mathematics 3 credits

1L Lec Tu Th 5:00pm-6:15pm 330C Dominguez
1/14 - 5/14

Prerequisite: MAT 105 with a minimum grade of "C" or Math Placement Test.

MAT-201 Calculus I 5 credits

1E Lec Tu Th 11:00am-12:15pm 335C Spaniol
M W 11:00am-11:50am 335C

1/13 - 5/14

2H Lec M W 2:00pm-4:15pm 333C Casey

1/13 - 5/13

Prerequisite: MAT 105 and MAT 110 with Grade of "C" or Qualifying score on the College Level Math portion of the Math Placement Test.

MAT-202 Calculus II 5 credits

1F Lec Tu Th 1:00pm-3:15pm 333C Casey

1/14 - 5/14

Prerequisite: Grade of "C" or better in MAT 201.

MAT-203 Calculus III 4 credits

1F Lec M W 12:00pm-1:40pm 333C Casey

1/13 - 5/13

Prerequisite: Grade of "C" or better in MAT 202.

MAT-215 Differ Equations 3 credits

1D Lec Tu Th 11:00am-12:15pm 324C Casey

1/14 - 5/14

Prerequisite: Grade of "C" or better in MAT 202 or permission of instructor.

MAT-224 Calculus for Business & Soc Science 4 credits

NR Lec Online Dominguez

1/13 - 5/14

Prerequisite: Grade of "C" or better in MAT 105 or Math Placement Test.



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Music

MUS-100 Music Appreciation 3 credits


1C Lec M W F 9:00am-9:50am 110C Knickerbocker
1/13 - 5/13

2E Lec M W F 10:00am-10:50am 110C Knickerbocker
1/13 - 5/13


32 Lec W 6:30pm-9:15pm 115C Montgomery
1/15 - 5/13

4B Lec Tu Th 8:00am-9:15am 115C Warren
1/14 - 5/14


LC	Lec	Tu Th	9:30am-10:45am	115C	Warren
			1/14 - 5/14		
NR	Lec			Online	Warren
			1/13 - 5/14		

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MUS-106	Trends Modern American Music			3 credits
1F	Lec	M W F	12:00pm-12:50pm	115C
			1/13 - 5/13	Dillinger
NR	Lec			Online
			1/13 - 5/14	Warren

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MUS-108	World Music Survey			3 credits
1E	Lec	Tu Th	11:00am-12:15pm	115C
			1/14 - 5/14	Staff
NR	Lec			Online
			1/13 - 5/14	Warren

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MUS-110	Music Theory 1			3 credits
1R	Lec	M W F	10:00am-10:50am	115C
			1/13 - 5/13	Warren
MUS-111	Music Theory 2			3 credits
1R	Lec	M W F	10:00am-10:50am	115C
			1/13 - 5/13	Warren
MUS-112	Keyboard Musicianship 1			1 credit
1R	Lec	Tu Th	9:30am-10:45am	110C
			1/14 - 5/14	Knickerbocker
MUS-115	Ear Trn & Sight Sign I			1 credit
1R	Lec	Tu Th	11:00am-12:15pm	110C
			1/14 - 5/14	Truly

MUS-116	Ear Trn & Sight Sign II			1 credit
1R	Lec	Tu Th	11:00am-12:15pm	110C
			1/14 - 5/14	Truly

MUS-117	Keyboard Musicianship 2			1 credit
1R	Lec	Tu Th	9:30am-10:45am	110C
			1/14 - 5/14	Knickerbocker

MUS-122	College Singers 1			1 credit
1G	Lab	Tu Th	12:30pm-1:45pm	110C
			1/14 - 5/14	Sulack
			Fees: \$20	

MUS-123	Popular Music Ensemble			1 credit
1G	Lab	M W F	1:00pm-1:50pm	110C
			1/13 - 5/13	Dillinger
			Fees: \$20	
			Prerequisite: Instrumental proficiency	

MUS-129	Concert Band 1			1 credit
1F	Lab	M W F	12:00pm-12:50pm	110C
			1/13 - 5/13	Montgomery
			Fees: \$20	

MUS-130	Private Applied Piano Music Major			2 credit
1R	Lec	TBA		Knickerbocker
			1/17 - 5/14	
			Fees: \$450	

MUS-131	Private Applied Piano Music N-Major			1 credit
1R	Lec	TBA		Knickerbocker
			1/17 - 5/14	
			Fees: \$250	


MUS-132	Private Applied Voice Music Major 1			2 credit
1R	Lec	TBA		Sulack
			1/17 - 5/14	
			Fees: \$450	

MUS-130	Private Applied Piano Music Major			2 credits
1R	Lec	TBA		Knickerbocker
			1/17 - 5/14	
			Fees: \$450	

MUS-133	Priv. Applied Voice Music No-Major			1 credit
1R	Lec	TBA		Sulack
			1/17 - 5/14	
			Fees: \$250	

MUS-134	Private Applied Guitar Music Major			2 credit
1R	Lec	TBA		Skov
			1/17 - 5/14	
			Fees: \$450	

MUS-135	Private Applied Guitar Non-Major			1 credit
1R	Lec	TBA		Skov
			1/17 - 5/14	
			Fees: \$250	

MUS-136 Private Applied Percussion Major	2 credit	MUS-161 Private Applied Piano Non-Major	1 credit
1R Lec TBA	Truly	1R Lec TBA	Knickerbocker
1/17 - 5/14		1/17 - 5/14	
Fees: \$450		Fees: \$250	
MUS-137 Private Applied Percussion N-Major	1 credit	MUS-162 Private Applied Voice Music Major 2	2 credit
1R Lec TBA	Truly	1R Lec TBA	Sulack
1/17 - 5/14		1/17 - 5/14	
Fees: \$250		Fees: \$450	
MUS-138 Private Applied Strings Major	2 credits	MUS-163 Priv. Applied Voice Music No-Major	1 credit
1R Lec TBA	Dillinger	1R Lec TBA	Sulack
1/17 - 5/14		1/17 - 5/14	
Fees: \$450		Fees: \$250	
MUS-139 Private Applied Strings Non-Major	1 credit	MUS-164 Private Applied Guitar Music Major	2 credit
1R Lec TBA	Dillinger	1R Lec TBA	Skov
1/17 - 5/14		1/17 - 5/14	
Fees: \$250		Fees: \$450	
MUS-140 Private Applied Woodwind Major	2 credit	MUS-165 Private Applied Guitar Non- Major	1 credit
1R Lec TBA	Regan	1R Lec TBA	Skov
1/17 - 5/14		1/17 - 5/14	
Fees: \$450		Fees: \$250	
MUS-141 Private Applied Woodwind Non-Maj	1 credit	MUS-166 Private Applied Percussion Major	2 credit
1R Lec TBA	Regan	1R Lec TBA	Truly
1/17 - 5/14		1/17 - 5/14	
Fees: \$250		Fees: \$450	
MUS-142 Private Applied Brass Music Major	2 credit	MUS-167 Private Applied Percussion N-Major	1 credit
1R Lec TBA	Montgomery	1R Lec TBA	Truly
1/17 - 5/14		1/17 - 5/14	
Fees: \$450		Fees: \$250	
MUS-143 Private Applied Brass Music N-Major	1 credit	MUS-168 Private Applied Strings Major	2 credits
1R Lec TBA	Montgomery	1R Lec TBA	Dillinger
1/17 - 5/14		1/17 - 5/14	
Fees: \$250		Fees: \$450	
MUS-152 College Singers 2	1 credit	MUS-169 Private Applied Strings Non-Major	1 credit
1G Lab Tu Th 12:30pm-1:45pm 110C	Sulack	1R Lec TBA	Dillinger
1/14 - 5/14		1/17 - 5/14	
Fees: \$20		Fees: \$250	
MUS-153 Popular Music Ensemble 2	1 credit	MUS-170 Private Applied Woodwind Major	
1G Lab M W F 1:00pm-1:50pm 110C	Dillinger	1R Lec TBA	Regan
1/13 - 5/13		1/17 - 5/14	
Fees: \$20		Fees: \$450	
MUS-159 Concert Band 2	1 credit	MUS-171 Private Applied Woodwind Non-Maj	1 credit
1F Lab M W F 12:00pm-12:50pm 110C	Montgomery	1R Lec TBA	Regan
1/13 - 5/13		1/17 - 5/14	
Fees: \$20		Fees: \$250	
MUS-160 Private Applied Piano Music Major	2 credit	MUS-172 Private Applied Brass Music Major	2 credit
1R Lec TBA	Knickerbocker	1R Lec TBA	Montgomery
1/17 - 5/14		1/17 - 5/14	
Fees: \$450		Fees: \$450	

MUS-173 Private Applied Brass Music N-Major	1 credit	MUS-238 Private Applied Strings Major	2 credit
1R Lec TBA	Montgomery	1R Lec TBA	Dillinger
1/17 - 5/14		1/17 - 5/14	
Fees: \$250		Fees: \$450	
MUS-222 College Singers 3	1 credit	MUS-239 Private Applied Strings Major	1 credit
1G Lab Tu Th 12:30pm-1:45pm 110C	Sulack	1R Lec TBA	Dillinger
1/14 - 5/14		1/17 - 5/14	
Fees: \$20		Fees: \$250	
MUS-223 Popular Music Ensemble 3	1 credit	MUS-240 Private Applied Woodwind Major	2 credit
1G Lab M W F 1:00pm-1:50pm 110C	Dillinger	1R Lec TBA	Regan
1/13 - 5/13		1/17 - 5/14	
Fees: \$20		Fees: \$450	
MUS-229 Concert Band 3	1 credit	MUS-241 Private Applied Woodwind Non-Maj	1 credit
1F Lab M W F 12:00pm-12:50pm 110C	Montgomery	1R Lec TBA	Regan
1/13 - 5/13		1/17 - 5/14	
Fees: \$20		Fees: \$250	
MUS-230 Private Applied Piano Music Major	2 credit	MUS-242 Private Applied Brass Music Major	2 credit
1R Lec TBA	Knickerbocker	1R Lec TBA	Montgomery
1/17 - 5/14		1/17 - 5/14	
Fees: \$450		Fees: \$450	
MUS-231 Private Applied Piano Music N-Major	1 credit	MUS-243 Private Applied Brass Music N-Major	1 credit
1R Lec TBA	Knickerbocker	1R Lec TBA	Montgomery
1/17 - 5/14		1/17 - 5/14	
Fees: \$250		Fees: \$250	
MUS-232 Private Applied Voice Music Major 3	2 credit	MUS-252 College Singers 4	1 credit
1R Lec TBA	Sulack	1G Lab Tu Th 12:30pm-1:45pm 110C	Sulack
1/17 - 5/14		1/14 - 5/14	
Fees: \$450		Fees: \$20	
MUS-233 Private Applied Voice Music N-Major	1 credit	MUS-253 Popular Music Ensemble 4	1 credit
1R Lec TBA	Sulack	1G Lab M W F 1:00pm-1:50pm 110C	Dillinger
1/17 - 5/14		1/13 - 5/13	
Fees: \$250		Fees: \$20	
MUS-234 Private Applied Guitar Music Major	2 credit	MUS-259 Concert Band 4	1 credit
1R Lec TBA	Skov	1F Lab M W F 12:00pm-12:50pm 110C	Montgomery
1/17 - 5/14		1/13 - 5/13	
Fees: \$450		Fees: \$20	
MUS-235 Private Applied Guitar Non- Major	1 credit	MUS-260 Private Applied Piano Music Major	2 credit
1R Lec TBA	Skov	1R Lec TBA	Knickerbocker
1/17 - 5/14		1/17 - 5/14	
Fees: \$250		Fees: \$450	
MUS-236 Private Applied Percussion Major	2 credit	MUS-261 Private Applied Piano Music N-Major	1 credit
1R Lec TBA	Truly	1R Lec TBA	Knickerbocker
1/17 - 5/14		1/17 - 5/14	
Fees: \$450		Fees: \$250	
MUS-237 Private Applied Percussion N-Major	1 credit	MUS-262 Private Applied Piano Music N-Major	2 credit
1R Lec TBA	Truly	1R Lec TBA	Knickerbocker
1/17 - 5/14		1/17 - 5/14	
Fees: \$250		Fees: \$450	

MUS-263 Priv. Applied Voice Music No-Major	1 credit
1R Lec TBA	Sulack
1/17 - 5/14	
Fees: \$250	
MUS-264 Private Applied Guitar Music Major	2 credit
1R Lec TBA	Skov
1/17 - 5/14	
Fees: \$450	
MUS-265 Private Applied Guitar Non- Major	1 credit
1R Lec TBA	Skov
1/17 - 5/14	
Fees: \$250	
MUS-266 Private Applied Percussion Major	2 credit
1R Lec TBA	Truly
1/17 - 5/14	
Fees: \$450	
MUS-267 Private Applied Percussion N-Major	1 credit
1R Lec TBA	Truly
1/17 - 5/14	
Fees: \$250	
MUS-268 Private Applied Strings Major	2 credits
1R Lec TBA	Dillinger
1/17 - 5/14/2020	
Fees: \$450	
MUS-269 Private Applied Strings Non-Major	1 credit
1R Lec TBA	Dillinger
1/17 - 5/14	
Fees: \$250	
MUS-270 Private Applied Woodwind Major	2 credit
1R Lec TBA	Regan
1/17 - 5/14	
Fees: \$450	
MUS-271 Private Applied Woodwind Non-Maj	1 credit
1R Lec TBA	Regan
1/17 - 5/14	
Fees: \$250	
MUS-272 Private Applied Brass Music Major	2 credit
1R Lec TBA	Montgomery
1/17 - 5/14	
Fees: \$450	
MUS-273 Private Applied Brass Music N-Major	1 credit
1R Lec TBA	Montgomery
1/17 - 5/14	
Fees: \$250	

Nursing

NUR-105 Basic Nursing Assistant Training	7 credits
A1 Lec Tu 9:00am-1:15pm 335B	Mulvey
Lab Th 9:00am-12:15pm 335B	Mulvey
Cln Th 6:30am-3:00pm TBA	Mulvey
1/14 - 5/5	
Fees: \$75	
B1 Lec M 5:15pm-9:30pm 335B	Staff
Lab W 5:15pm-8:30pm 335B	Staff
Cln Sa 6:30am-3:00pm TBA	Staff
1/13 - 5/11	
Prerequisite: English Placement Test with a minimum score of 64 and Arithmetic Placement Test with minimum score of 50	
NUR-116 Mental Health Nursing	3 credits
A1 Lec Tu Th 8:00am-10:50am 277C	Walker
Cln TBA TBA TBA Staff	
1/14 - 2/13	
A2 Lec Tu Th 8:00am-10:50am 277C	Walker
Cln TBA TBA TBA Staff	
1/14 - 2/13	
A3 Lec Tu Th 8:00am-10:50am 277C	Walker
Cln TBA TBA TBA Staff	
1/14 - 2/13	
A4 Lec Tu Th 8:00am-10:50am 277C	Walker
Cln TBA TBA TBA Staff	
1/14 - 2/13	
B1 Lec Tu Th 8:00am-10:50am 277C	Walker
Cln TBA TBA TBA Staff	
2/25 - 4/7	
B2 Lec Tu Th 8:00am-10:50am 277C	Walker
Cln TBA TBA TBA Staff	
2/25 - 4/7	
B3 Lec Tu Th 8:00am-10:50am 277C	Walker
Cln TBA TBA TBA Staff	
2/25 - 4/7	
B4 Lec Tu Th 8:00am-10:50am 277C	Walker
Cln TBA TBA TBA Staff	
2/25 - 4/7	
C1 Lec Tu Th 8:00am-10:50am 277C	Walker
Cln TBA TBA TBA Staff	
4/14 - 5/14	
C2 Lec Tu Th 8:00am-10:50am 277C	Walker
Cln TBA TBA TBA Staff	
4/14 - 5/14	
C3 Lec Tu Th 8:00am-10:50am 277C	Walker
Cln TBA TBA TBA Staff	
4/14 - 5/14	
Fees: \$15	
Prerequisite: NUR-107 and NUR-108	

NUR-117 NUR of the Childbearing Family**3 credits**

A1	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			2/24 - 4/6		
A2	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			2/24 - 4/6		
A3	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			2/24 - 4/6		
A4	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			2/24 - 4/6		
B1	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			4/13 - 5/13		
B2	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			4/13 - 5/13		
B3	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			4/13 - 5/13		
B4	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			4/13 - 5/13		
C1	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			1/13 - 2/12		
C2	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			1/13 - 2/12		
C3	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			1/13 - 2/12		
C4	Lec	M W	12:00pm-2:50pm	301C	Green
	Cln	TBA	TBA	TBA	Staff
			1/13 - 2/12		
			Fees: \$15		
			Prerequisite: NUR-107 and NUR-108		

NUR-118 NUR Care of Child & Family**3 credits**

A1	Lec	Tu Th	12:00pm-2:50pm	117C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			4/14 - 5/14		
A2	Lec	Tu Th	12:00pm-2:50pm	117C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			4/14 - 5/14		
A3	Lec	Tu Th	12:00pm-2:50pm	117C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			4/14 - 5/14		

A4	Lec	Tu Th	12:00pm-2:50pm	177C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			4/14 - 5/14		
B1	Lec	Tu Th	12:00pm-2:50pm	117C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			1/14 - 2/13		
B2	Lec	Tu Th	12:00pm-2:50pm	117C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			1/14 - 2/13		
B3	Lec	Tu Th	12:00pm-2:50pm	117C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			1/14 - 2/13		
B4	Lec	Tu Th	12:00pm-2:50pm	117C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			1/14 - 2/13		
C1	Lec	Tu Th	12:00pm-2:50pm	117C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			2/25 - 4/7		
C2	Lec	Tu Th	12:00pm-2:50pm	117C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			2/25 - 4/7		
C3	Lec	Tu Th	12:00pm-2:50pm	117C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			2/25 - 4/7		
C4	Lec	Tu Th	12:00pm-2:50pm	117C	Kelikian
	Cln	TBA	TBA	TBA	Staff
			2/25 - 4/7		
			Fees: \$15		
			Prerequisite: NUR-107 and NUR-108		

NUR-216 Adult Health Nursing**6 credits**

A1	Lec	Tu F	9:00am-11:50am	301C	Skurski
	Cln	TBA	TBA TBA	Staff	
			1/14 - 4/14		
A2	Lec	Tu F	9:00am-11:50am	301C	Skurski
	Cln	TBA	TBA TBA	Staff	
			1/14 - 4/14		
A3	Lec	Tu F	9:00am-11:50am	301C	Skurski
	Cln	TBA	TBA TBA	Staff	
			1/14 - 4/14		
A4	Lec	Tu F	9:00am-11:50am	301C	Skurski
	Cln	TBA	TBA TBA	Staff	
			1/14 - 4/14		
B1	Lec	Tu Th	9:00am-11:50am	278C	Herrmann
	Cln	TBA	TBA TBA	Staff	
			1/14 - 4/21		
B2	Lec	Tu Th	9:00am-11:50am	278C	Herrmann
	Cln	TBA	TBA TBA	Staff	
			1/14 - 4/21		

B3	Lec	Tu Th	9:00am-11:50am	278C	Herrmann
	Cln	TBA	TBA TBA	Staff	
			1/14 – 4/21		
B4	Lec	Tu Th	9:00am-11:50am	278C	Herrmann
	Cln	TBA	TBA TBA	Staff	
			1/14 – 4/21		
C1	Lec	W F	9:00am-11:50am	278C	Cardona
	Cln	TBA	TBA TBA	Staff	
			1/15 – 4/15		
C2	Lec	W F	9:00am-11:50am	278C	Cardona
	Cln	TBA	TBA TBA	Staff	
			1/15 – 4/15		
C3	Lec	W F	9:00am-11:50am	278C	Cardona
	Cln	TBA TBA	TBA	Staff	
			1/15 – 4/15		
C4	Lec	W F	9:00am-11:50am	278C	Cardona
	Cln	TBA	TBA TBA	Staff	
			1/15 – 4/15		
			Fees: \$15		

Prerequisite: NUR-206 and concurrent enrollment in NUR-218

NUR-218 Nursing Synthesis					3 credits
A1	Lec	Tu F	12:30pm-1:50pm	177C	Skurski
			1/14 - 5/12		
B1	Lec	Tu Th	12:00pm-1:50pm	333B	Herrmann
			1/14 - 5/14		
C1	Lec	W F	12:30pm-1:50pm	278C	Chapp
			1/15 - 5/13		

Office Management Technology

OMT-102 Keyboarding & Doc Formatting

NR	Lec/Lab	Online			Fabiyi
			1/21 - 5/11		
			Fees: \$25		



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OMT-127 Electronic Recordkeeping					3 credits
11	Lec	M	6:00pm-9:05pm	324B	Staff
1/27 - 5/11					

Prerequisite: OMT 102 or 140 or concurrent enrollment

OMT-129 The Digital Workplace					3 credits
H1	Lec	Sa	9:00am-12:15pm	324B	Staff
	Lec	HYB	Online	Online	
			1/25 - 3/14		



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OMT-140 Office Orientation				3 credits	
H1	Lec	HYB	Online	Online	Fabiya
3/28 - 5/9					



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OMT-214 Office Supervision					3 credits
H1	Lec	Th	8:00pm-9:30pm	324B	Moreno
	Lec	HYB	Online	Online	
	1/16 - 5/14				



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OMT-215 Medical Office Practices					3 credits
11	Lec	W	6:00pm-9:00pm	324B	Staff
1/29 - 5/13					

Prerequisite: OMT-102 or OMT 140 or concurrent enrollment

OMT-216 Spreadsheet Software Fundament					1 credit
11	Lec	Tu	6:00pm-7:55pm	324B	Ruiz
1/28 - 3/10					

OMT-218 Database Software Fundamentals					1 credit
15	Lec	Tu	8:00pm-9:55pm	324B	Ruiz
1/21 - 2/25					

OMT-219 Database Software Advanced 2 credits

NR Lec Online Ruiz
3/24 - 5/12

Prerequisite: OMT-218



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OMT-223 Spreadsheet Software Advanced 2 credits

NR Lec Online Ruiz
3/3 - 5/12

Prerequisite: OMT-216



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select OMT 223 or contact Ruben Ruiz at ruben.ruiz@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

OMT-242 Business Communications 3 credits

H1 Lec Th 6:00pm-7:55pm 324B Moreno
Lec HYB Online Online
1/16 - 5/14

Prerequisite: OMT 102 or 140



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OMT-250 Integrated Office Simulation 3 credits

NR Lec/Lab Online Fabiyi
1/21 - 5/14

Prerequisite: OMT 127, OMT 131, OMT 242 & BUS 101



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OMT-253 Successful Career & Life Strategies 2 credits

1G Lec W 1:30pm-3:20pm 316B Walley
1/15 - 5/11

2L Lec M 5:30pm-7:20pm 316B Walley

1/13 - 5/11

Prerequisite: ENG 101 and 30 semester hours of college course work.

Philosophy

PHI-125 World Religions in Global Context 3 credits

1E Lec Tu Th 11:00am-12:15pm 226C Traver

1/14 - 5/14

2F Lec Tu Th 12:30pm-1:45pm 226C Traver

1/14 - 5/14

3A Lec M W F 7:00am-7:50am 204D Spoleti

1/13 - 5/13

4G Lec M W F 1:00pm-1:50pm 226C Abrahamson

1/13 - 5/13

NR Lec Online Abrahamson

1/13 - 5/14



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select PHI 125 or contact Maura Abrahamson at maura.abrahamson@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

PHI-126 Introduction to Ethics 3 credits

1C Lec M W F 9:00am-9:50am 336C Kasproicz

1/13 - 5/13

22 Lec Th 6:30pm-9:20pm 226C Kasproicz

1/16 - 5/14

PHI-180 Social Ethics 3 credits

NR Lec Online Gatyas

1/13 - 5/14

PHI-201 Philosophy 3 credits

1C Lec M W F 9:00am-9:50am 331C Spoleti

1/13 - 5/13

NR Lec Online Gatyas

1/13 - 5/14



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Chris Wido,
Fitness Center Manager
Christopher.wido@morton.edu
or 708-656-8000, ext. 1391

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and a host of
fitness challenges
and activities for
everyone
to participate in

Various classes
to choose from

Henry J. Vais Gymnasium, 3801 Central Ave., Cicero, 2nd floor

Physical Education - Activity Classes

PEC-171 Physical Fitness **1 credit**
G4 Lab 116E Halmon

1/13 - 5/14

Fees: \$20

PEC-172 Advanced Physical Fitness **1 credit**
G4 Lab 116E Halmon

1/13 - 5/14

Fees: \$20

Prerequisite: PEC-171

Physical Education - Health

PEH-101 Personal & Community Health **2 credits**
1C Lec M W 9:00am-9:50am 275C Halmon

1/13 - 5/13

2D Lec M W 10:00am-10:50am 275C Halmon
1/13 - 5/13

3B Lec F 8:00am-9:50am 275C Maxwell
1/17 - 5/08

PEH-102 First Aid **2 credits**
1B Lec Tu Th 9:00am-9:50am 275C Halmon

1/14 - 5/14

2G Lec Tu Th 10:00am-10:50am 275C Halmon
1/14 - 5/14

4E Lec Tu Th 11:00am-11:50am 275C Halmon
1/14 - 5/14

PEH-103 Nutrition **2 credits**
1B Lec Tu Th 8:00am-8:50am 275C Thelemaque

1/14 - 5/14

2F Lec Tu Th 12:30pm-1:20pm 275C Halmon
1/14 - 5/14

3K Lec Tu Th 4:00pm-4:50pm 328B Smith
1/14 - 5/14

4D Lec F 10:00am-11:50am 275C Sanei
1/17 - 5/8

5F Lec M W 12:00pm-12:50pm 275C TBA
1/13 - 5/13

6E Lec M W 11:00am-11:50am 275C Halmon
1/13 - 5/13

Physical Science

PHS-101 Astronomy **3 credits**
1C Lec Tu Th 9:30am-10:45am 311C Casey

1/14 - 5/14

2E Lec Tu Th 11:00am-12:15pm 311C Sleeth
1/14 - 5/14

3F Lec Tu Th 12:30pm-1:45pm 311C Sleeth
1/14 - 5/14

4E Lec M W F 11:00am-11:50am 311C Casey
1/13 - 5/13

5G Lec M W F 1:00pm-1:50pm 311C Ostojic
1/13 - 5/13

6B Lec Tu Th 8:00am-9:15am 311C Casey
1/14 - 5/14

PHS-103 Physical Science I **4 credits**
1E Lec Th 11:00am-1:40pm 318C Casey

Lab Tu 11:00am-12:50pm 318C

1/14 - 5/14

2F Lec M W F 12:00pm-12:50pm 318C Casey
Lab F 1:00pm-2:50pm 318C

1/13 - 5/13

Fees: \$20

32 Lec Tu 6:30pm-8:40pm 318C Staff
Lab Th 6:30pm-7:40pm 318C

1/14 - 5/14

Physical Therapist Assistant

PHT-101 Medical Terminology/Clinicians **2 credits**
NR Lec Online Reft

1/13 - 5/14



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PHT-115 Fundamentals of Kinesiology II **4 credits**
1B Lec M 8:00am-10:50am 323C Reft

Lab Tu 8:00am-10:50am 323C

1/13 - 5/11

2B Lec M 8:00am-10:50am 323C Reft
Lab W 8:00am-10:50am 323C

1/13 - 5/13

Fees: \$40

Prerequisite: Successful completion-1st semester of PTA program

PHT-117 Patient Mgt II: Tests & Measurement **2 credits**
1B Lec/Lab W 8:00am-11:50am 320C Gilmartin

1/15 - 5/13

2B Lec/Lab F 8:00am-11:50am 323C Raymond
Finex W 8:00am-11:50am 323C

1/17 - 5/13

Fees: \$40

Prerequisite: Successful completion-1st semester of PTA program

PHT-122 Therapeutic Exercise**2 credits**

1B	Lec/Lab W	1:00pm-4:50pm	320C	Gilmartin
	1/15 - 5/13			
2B	Lec/Lab F	8:00am-11:50am	320C	Paluka
	Finex W	1:00pm-4:50pm	320C	
	1/17 - 5/13			

Fees: \$40

Prerequisite: Successful completion of the first semester of the PTA Program

PHT-123 Sys & Interventions I: Ortho**3 credits**

1B	Lec/Lab Th	7:30am-12:20pm	320C	Czuba
	1/16 - 5/14			
2B	Lec/Lab Th	7:30am-12:20pm	320C	Czuba
	1/16 - 5/14			

Fees: \$40

Prerequisite: Successful completion of first semester of the PTA program

PHT-124 Introduction to Clinical Ed**2 credits**

1G	Lec/Lab M	12:00pm-1:50pm	323C	Raymond
	1/13 - 5/11			

Prerequisite: Successful completion of first semester of the PTA program

PHT-125 Therapeutic Modalities II**1 credit**

1B	Lec/Lab Tu	1:00pm-4:50pm	320C	Merrill
	1/14 - 3/10			
2B	Lec/Lab Th	1:00pm-4:50pm	320C	Merrill
	1/16 - 3/12			

Fees: \$40

Prerequisite: Successful completion of the first year in the PTA program.

PHT-220 Adv. Physical Therapy Technique**3 credits**

H1	Lec	Tu W Th	12:00pm-3:50pm	323C	Reft
	Lec	HYBOnline	Online		
	1/14 - 5/14				

Fees: \$40

Prerequisite: PHT 212, PHT 218, PHT 219 and consent of PTA Director



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PHT-222 Seminar in Health Career Lit.**2 credits**

H1	Lec	F	8:00am-12:50pm	325C	Reft
	Lec	HYB	Online	Online	
	1/17 - 5/8				

Prerequisite: PHT 212, PHT 218, PHT 219 and consent of PTA director



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AVOID THE LATE REGISTRATION FEE!

A late registration fee of \$50 will be charged to students who meet one or more of the following conditions:

- Students who register after the course has begun
- Students who are dropped for non-payment and wish to re-register
- Students who are dropped for non-attendance and wish to re-register for courses with consent of the instructor.



PHT-224	PO2: Professional Issues in P	2 credits
H1 Lec	W 8:00am-9:50am	324C Raymond
Lec	Th 8:00am-9:50am	323C
Lec	HYB Online	Online
1/15 - 5/14		
Prerequisite: PHT 212, PHT 218, PHT 219 and consent of PTA director		



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PHT-225	Clinical Affiliations II	5 credits
H1 Lec	Th 10:00am-10:50am	323C Raymond
Lec	HYB Online	Online
Lab	M Tu W 8:00am-4:30pm	1AFF
1/13 - 5/14		
Fees: \$50		
Prerequisite: PHT 212, PHT 218, PHT 219 and consent of PTA director		



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Physics

PHY-100	Fundamentals of Physics	3 credits
1G Lec	Tu 1:00pm-2:50pm	318C Ostojic
Lab	Th 2:00pm-4:40pm	318C
1/14 - 5/14		
2E Lec	M W 11:00am-11:50pm	318C Staff
Lab	F 11:00am-1:45pm	318C
1/14 - 5/14		
PHY-101	General Physics I	5 credits
1J Lec	M 3:00pm-5:55pm	318C Casey
Lab	W 3:00pm-5:55pm	318C
1/13 - 5/13		
PHY-102	General Physics II	5 credits
1B Lec	W 8:00am-10:55am	203D Ostojic
Lab	M 8:00am-10:55am	318C
1/13 - 5/13		
Fees: \$30		
Prerequisite: PHY-101		

PHY-205	1B Physics II	5 credits
1J Lec	M 8:00am-10:55am	106C Casey
Lab	W 8:00am-10:55am	318C
1/13 - 5/13		

Political Science

POL-201	US Natl Government	3 credits
12 Lec	M 6:30pm-9:35pm	333C Staff
1/13 - 5/11		
NR Lec		Online Gatyas
1/13 - 5/14		



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Psychology

PSY-101	Intro to Psychology	3 credits
1B Lec	Tu Th 8:00am-9:15am	331C Imburgia
1/14 - 5/14		
2C Lec	Tu Th 9:30am-10:45am	331C Imburgia
1/14 - 5/14		
3E Lec	Tu Th 11:00am-12:15pm	331C Wood
1/14 - 5/14		
4H Lec	Tu Th 2:00pm-3:10pm	178C Schmitt
1/14 - 5/14		
5D Lec	M W F 10:00am-10:50am	331C Wood
1/13 - 5/13		
6E Lec	M W F 11:00am-11:50am	330C Schmitt
1/13 - 5/13		
7G Lec	M W F 1:00pm-1:50pm	325C Schmitt
1/13 - 5/13		
8B Lec	Sa 1:00pm-3:45pm	336C Staff
1/18 - 5/9		
9H Lec	M W F 2:00pm-2:50pm	330C Schmitt
1/13 - 5/13		
Prerequisite: College level reading/writing skills recommended.		
PSY-201	Social Psychology	3 credits
1C Lec	Tu Th 9:30am-10:45am	328B Schmitt
1/14 - 5/14		
Prerequisite: PSY 101 or SOC 100, or permission of instructor		
PSY-202	Abnormal Psychology	3 credits
1F Lec	M W F 12:00pm-12:50pm	331C Wood
1/13 - 5/13		
Prerequisite: PSY 101 or instructor permission		

PSY-210 Child Growth & Development

1B Lec M W F 8:00am-8:50am 331C
1/13 - 5/13

Prerequisite: PSY 101 or instructor permission

PSY-211 Adolescent Psychology

1F Lec Tu Th 12:30pm-1:45pm 330C
1/14 - 5/14

Prerequisite: PSY-101

PSY-215 Life Span: Survey of Human Dev

1D Lec M W F 10:00am-10:50am 178C
1/13 - 5/13

2H Lec M W F 2:00pm-2:50pm 331C
1/13 - 5/13

3E Lec Tu Th 11:00am-12:15pm 178C
1/14 - 5/14

42 Lec Tu 6:30pm-9:15pm 330C
1/14 - 5/12

52 Lec W 6:30pm-9:15pm 333C
1/15 - 5/13

8B Lec Sa 8:30am-11:30am 336C
1/18 - 5/9

Prerequisite: PSY-101

Sociology**SOC-100 Intro to Sociology**

1G Lec M W F 1:00pm-1:50pm 330C
1/13 - 5/13

2F Lec M W F 12:00pm-12:55pm 330C
1/13 - 5/13

32 Lec Tu 6:30pm-9:15pm 336C
1/14 - 5/12

8B Lec Sa 1:00pm-4:00pm 333C
1/18 - 5/9

LC Lec M W F 10:00am-10:50am 330C
1/13 - 5/13

SOC-101 The Family

1C Lec M W F 9:00am-9:50am 330C
1/13 - 5/13

22 Lec W 6:30pm-9:15pm 331C
1/15 - 5/13

SOC-102 Social Problems

1H Lec Tu Th 2:00pm-3:15pm 331C
1/14 - 5/14

SOC-201 Minority Group Relations

1C Lec Tu Th 9:30am-10:45am 330C
1/14 - 5/14

Prerequisite: SOC-100

3 credits

Imburgia

3 credits

Imburgia

3 credits

Schmitt

Wood

Schmitt

Imburgia

Staff

Staff

Spanish**SPN-101 Beginning Spanish I**

1G Lec M W 1:00pm-2:45pm 175C
1/13 - 5/13

SPN-102 Beginning Spanish II

1C Lec Tu Th 9:00am-10:45am 175C
1/14 - 5/14

SPN-120 Basic Spanish for Professional

1F Lec Tu Th 12:30pm-1:45pm 175C
1/14 - 5/14

SPN-130 Spanish for Heritage Speakers

1E Lec M W 11:00am-12:45pm 175C
1/13 - 5/13

SPN-202 Intermediate Spanish II

1C Lec M W 9:00am-10:45am 175C
1/13 - 5/13

SPN-215 Spanish Conversation & Composition

1E Lec Tu Th 11:00am-12:15pm 175C
1/14 - 5/14

4 credits

Romero-Yuste

4 credits

Romero-Yuste

3 credits

Romero-Yuste

4 credits

Romero-Yuste

4 credits

Romero-Yuste

3 credits

Romero-Yuste

Speech**SPE-101 Principles of Public Speaking**

1C Lec Tu Th 9:30am-10:45am 276C
1/14 - 5/14

2F Lec Tu Th 12:30pm-1:45pm 276C
1/14 - 5/14

3H Lec Tu Th 2:00pm-3:15pm 276C
1/14 - 5/14

4B Lec M W F 8:00am-8:50am 276C
1/13 - 5/13

5C Lec M W F 9:00am-9:50am 276C
1/13 - 5/13

6D Lec M W F 10:00am-10:50am 276C
1/13 - 5/13

7E Lec M W F 11:00am-11:50am 276C
1/13 - 5/13

8B Lec Sa 9:00am-11:55am 276C
Lec HYB Online

9E Lec M W F 11:00am-11:50am 327C
1/13 - 5/13

GF Lec M W F 12:00pm-12:50pm 276C
1/13 - 5/13

3 credits

Nedza

Edgar

Edgar

Ginley

Ginley

Ginley

Ginley

Staff

Online

Nedza

Ginley

H1	Lec	W	6:30pm-9:30pm	276C	Ginley
	Lec	HYB		Online	Online
			1/15 - 5/13		



HYBRID COURSES—a portion of the courses listed above are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

I2	Lec	M	6:30pm-9:15pm	276C	Edgar
			1/13 - 5/11		
J2	Lec	Tu	6:30pm-9:15pm	276C	Staff
			1/14 - 5/12		
K2	Lec	Th	6:30pm-9:15pm	276C	Edgar
			1/16 - 5/14		
LE	Lec	Tu Th	11:00am-12:15pm	276C	Edgar
			1/14 - 5/14		

Supply Chain Management

SCM-101	Principles of Supply Chain Mgmt.			3 credits
NR	Lec		Online	Karlberg
			1/13 - 5/14	



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select SCM 101 or contact Jeffrey Karlberg at jeffrey.karlberg@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

SCM-104	Warehouse & Distribution			3 credits
NR	Lec		Online	Dominguez
			1/13 - 5/14	

Prerequisite: SCM-101



The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select SCM 104 or contact Carlos Dominguez at carlos.dominguez@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

Theatre

THR-110	Introduction to Theatre			3 credits
1F	Lec	M W F	12:00pm-12:50pm	241B
			1/13 - 5/13	Nedza

SPRING 2020 FINAL EXAMINATION SCHEDULE

	MONDAY 11-May	TUESDAY 12-May	WEDNESDAY 12-May	THURSDAY 14-May	FRIDAY 15-May
7:00		7 TR	7 MWF		
7:30					
8:00	8 MWF			8 TR	C O M M E N C E M E N T T O N I G H T
8:30					
9:00		9 TR	9 MWF		
9:30		9:30 TR			
10:00				10 TR	
10:30	10 MWF		11 MWF		
11:00					
11:30		11 TR		12 TR	
12:00					
12:30					
1:00	12 MWF		1 MWF		
1:30		1 TR		2 TR	
2:00					
2:30	2 MWF		3 MWF		
3:00					
3:30		3 TR		4 TR	
4:00					
4:30					
5:00	4 MWF		5 MWF		
5:30		4:30 will meet at 5:00 PM		6 TR	
6:00					
6:30	6 MWF				
7:00		7 TR	7 MWF	6:30 will meet at 7:00 P.M.	
7:30				8 or later	
8:00	8 or later				
8:30					

Samples:

If your class meets on MWF at 9:00am, your exam will be in the same classroom at 9:00am on Wednesday.
If your class meets on TR at 9:30, your exam will be in the same classroom at 9:00; 12:30 class - exam at 1:00 pm
If your class meets on MWF at 1:00 pm, your exam will be in the same classroom at 1:00pm on Wednesday.

Exam periods are generally one hour and 45 minutes long.

Exams for evening classes meeting once a week will be held on the first scheduled evening during this week.

4:30 - TR class - Exam @ 5 PM; 6:30 PM - TR class - Exam @ 7 PM - Tuesday

4:30 - MW Class - Exam @ 5 PM; 6:30 p.m. MW Class - Exam @ 7 PM - Wednesday

8 PM OR LATER - MW classes - HOLD EXAM MONDAY @ 8PM & TR classes- HOLD EXAM THURSDAY @ 8:00 PM

Exams for Friday-only and weekend classes will be held on the last scheduled class meeting. (Friday, May 8th; Saturday, May 9th or Sunday, May 10th)

TOTAL PHYSICAL FITNESS PROGRAM

PEC 171, 172, 173, 174, 175 and 176 are one credit hour each and will be based on the completion of an orientation session, physical fitness hours and a mid-term exam. In addition to tuition, there is a \$20 Fitness Center usage fee.

New fitness students must first enroll in Physical Fitness (PEC 171) and then may progress through the other courses in the series.

The Fitness Center's tentative spring semester hours are:

7:00 a.m. to 8:00 p.m.	Monday – Thursday
7:00 a.m. to 3:00 p.m.	Friday
9:00 a.m. to 2:00 p.m.	Saturday

All fitness students are required to attend a MANDATORY ORIENTATION SESSION in the Fitness Center, Room 116E, during the first week of each course start date (see dates and times below). A syllabus and explanation of the course will be given. PEC 171 students will also need to perform a series of fitness tests (step test, sit-up test, strength test, etc.) and should come dressed for activity in gym clothes and gym shoes.

You will need to call (708) 656-8000, Ext. 2274 or stop by the Fitness Center to sign up in advance.

COURSE BEGINNING THE FIRST WEEK OF THE SEMESTER (1/13/20 – 1/16/20)

Spring Orientation and Fitness Testing schedule:

****You MUST ATTEND one of the following sessions in the Fitness Center, Room 116E.
PEC 171 students must come dressed in workout clothes.**

PEC 171

Monday, January 13	1-2 p.m.
Tuesday, January 14	5-6 p.m.
Wednesday, January 15	1-2 p.m.
Thursday, January 16	5-6 p.m.

PEC 172-176

Monday, January 13	2-2:30 p.m.
Tuesday, January 14	6-6:30 p.m.
Wednesday, January 15	2-2:30 p.m.
Thursday, January 16	6-6:30 p.m.

Courses for First Time Enrollees

PEC 171 G4	Physical Fitness	graded
	Fees: \$20	
*PEC 171	students must come dressed in workout clothes.	

Courses for Returning Students

PEC 172 G4	Advanced Physical Fitness	graded
	Fees: \$20	
PEC 173 G4	Weight Training	graded
	Fees: \$20	
PEC 174 G4	Advanced Weight Training	graded
	Fees: \$20	
PEC 175 G4	Circuit Training	graded
	Fees: \$20	
PEC 176 G4	Advanced Circuit Training	graded
	Fees: \$20	

LOOK & FEEL BETTER

HENRY J. VAIS GYMNASIUM (ROOM 116E)

EDUCATION, COMMUNITY AND CONTINUING EDUCATION PROGRAMMING

ADULT EDUCATION

Adult Education classes are for students who want to develop basic reading, writing or math skills, earn a high school equivalency certificate (HSEC), improve their English language skills or prepare for the United States/Illinois Constitution test. Courses include ABE (Adult Basic Education), ASE (Adult Secondary Education) and English language acquisition (ELA, formerly known as ESL). i-Pathways is another option for eligible students. It is a web-based preparation course for the HSEC tests.

Bridge programming is available for eligible adult education students interested in entering the health care field. This coursework teaches basic skills in the context of the field of health care. Eligible students interested in earning a certificate in Automotive Maintenance and Light Repair will soon be able to participate in a program called I-CAPS (Integrated Career and Academic Preparation Systems).

For more information about adult education programs or the class schedule, contact the Program Support Specialist at ext. 2407.

Another program within the adult education area is Project CARE, an adult literacy tutoring program, which is funded by the Illinois State Library (ISL), a division of the Office of the Secretary of State, using funds designated for literacy. Eligible students for these services are adults whose reading or numeracy skills are below the high school level or adults needing improvement with their English skills. These students are matched with a trained adult volunteer tutor, and there is no charge for this service. For more information about tutoring assistance or to volunteer to become a tutor, contact Project CARE at ext. 2383.

For the purposes of compliance with Section 511 of Public Law 101-166 (Stevens Amendment), approximately 36% of the FY15 funding for Adult Education came from federal sources. The total amount of federal funding received in FY15 was \$390,051.

COMMUNITY AND CONTINUING EDUCATION

Community and Continuing Education non-credit programs reflect the latest industry and real-world development trends and offer exciting learning opportunities for our diverse community. These non-credit classes focus on students' specific interests, and allow them to reach a personal goal, whether that is employment, entertainment, or social engagement, in a short amount of time.

Community Education programs target students who are looking to develop their interests and hobbies, like Ceramics, Yoga, or Auto Maintenance. Morton College offers a college placement test preparation class, Summer STEAM programs for young learners and Skills for Daily Living program for adults with mild to moderate intellectual disabilities.

Continuing Education program offers non-credit certificates for job seekers in industries with high-demand positions, including Healthcare, Hospitality, and Logistics & Transportation. Students who earn an employer-recognized certificate are much more likely to find steady employment in the industry of their choice. The certificate courses are also for professionals already working in the field who are looking to advance their careers

REGISTRATION

In person: Admission & Registration Office Building B, 1st floor

Online: <http://web-adv.morton.edu> Select Community Service Self-Service. Insert Course Code.



Relax. Smile. Breathe.

Yoga Class

FIT 001 01: Tuesdays & Thursdays, Mar. 24- May 14, 8:00am - 9:00am

FIT 001 02: Mondays & Wednesdays, Mar. 23- May 13, 6:00pm - 7:00pm

FEE: \$69

REGISTRATION:

in person: Admission & Registration Office Building B, 1st floor

online: <http://web-adv.morton.edu> Select Community Service Self-Service.

Course codes: FIT 001 01 or FIT 001 02

For more information, contact Irina Cline at x 2383 or irina.cline@morton.edu

• Yoga FIT 001

Through group and individual yoga routines, postures are practiced to align, strengthen and promote flexibility in the body. Breathing techniques and meditation are also integrated. The class puts an emphasis on simplicity, repetition, and ease of movement. Full-body relaxation and balance are the goals, as the students make a full circuit of the body's range of motion with standing postures, twists, backbends, forward folds, and hip openers.

FIT-001 Yoga

01	Lab	Tu Th	8:00am-9:00am	Vais Gymnasium (Building E)
			3/24 - 5/14	
02	Lab	M W	6:00pm-7:00pm	240C (Student Union)
			3/23 - 5/13	

• **ACCUPLACER Review for Language Arts** **TST 002**

This class will focus on Language Arts skills needed for the ACCUPLACER(college placement test). It will review reading comprehension strategies, sentence relationships, sentence structure and construction shifts.

TST-002 ACCUPLACER Review for Language Arts

01	Lab	W	6:00pm-8:30pm	174C
			2/12 – 3/11	
02	Lab	W	6:00pm-8:30pm	174C
			4/22 - 5/20	

• **ACCUPLACER Review for Mathematics** **TST 003**

This class will focus on Mathematics skills needed for the ACCUPLACER(college placement test). The elementary algebra review will include integers, rational numbers, absolute value, algebraic expressions, rational roots, exponents and more.

TST-003 ACCUPLACER Review for Math

01	Lab	Tu	6:00pm-8:30pm	333C
			2/11– 3/10	
02	Lab	Tu	6:00pm-8:30pm	333C
			4/21 - 5/19	

• **Auto Maintenance** **MEC 001**

This course covers the operation of various auto systems with an emphasis on preventive maintenance. Students will have the chance to work on their own automobile in the college's auto shop.

MEC-001 Auto Maintenance

01	Lab	Sa	8:30am-11:30am	108D
			2/29 - 5/2	
02	Lab	M	6:00pm-9:00pm	108D
			3/30 - 5/18	

• **Ceramics** **CFT 002**

Students will create and design their own pottery using hand-built and wheel-thrown techniques in a class appropriate for entry-level artists. Glazing and some decorating will also be covered. Come to class with an apron or smock, and be prepared to HAVE SOME FUN!

CFT-002 Ceramics

01	Lab	Th	6:30pm-8:30pm	104D
			3/26 - 5/14	
02	Lab	W	12:00pm-2:00pm	104D
			3/4 - 4/29	

• **Basic Life Support (BLS)/ Cardiopulmonary resuscitation (CPR)** **HCE 001, HCE 002: BLS RENEWAL ONLY**

The basic life support instructor-led course teaches both single-rescuer and team basic life support skills for application in both prehospital and in-facility environments, with a focus on High-Quality CPR and team dynamics. Price of the class includes the textbook.

HCE-001 Basic Life Support - CPR

01	Seminar	F	9:00am-1:00pm	TBA
			1/31	
02	Seminar	M	4:00pm-8:00pm	TBA
			2/24	

03	Seminar	Th	9:00am-1:00pm	TBA
			3/26	
04	Seminar	Tu	4:00pm-8:00pm	TBA
			4/21	
035	Seminar	W	9:00am-1:00pm	TBA
			5/13	

HCE-002 BLS-CPR Renewal

01	Seminar	M	4:00pm-8:00pm	TBA
			3/23	
02	Seminar	W	9:00am-1:00pm	TBA
			5/6	

• **Skills for Daily Living** **SND 004**

This course is designed to help students with mild to moderate learning delays develop and expand life enrichment skills. The class will be student driven; instructors will address various academic, social and fitness skills based on those enrolled in the class.

SND-004 Skills for Daily Living

05	Seminar	M Tu W	11:00am-2:00pm	277C
			1/13 - 1/29	
06	Seminar	M Tu W	11:00am-2:00pm	277C
			2/10 - 2/26	
07	Seminar	M Tu W	11:00am-2:00pm	277C
			3/9 - 4/1	
08	Seminar	M Tu W	11:00am-2:00pm	277C
			4/13 - 4/29	
09	Seminar	M Tu W	11:00am-2:00pm	277C
			5/11 - 5/27	



ServSafe®
INSTRUCTOR
& PROCTOR

FOOD SERVICE SANITATION MANAGER CERTIFICATION



FSS 001 01: Wednesdays, Feb. 26, 9am-2pm & Mar. 4, 9am-3pm

FSS 001 02: Wednesdays, Apr. 8, 9am-2pm & Apr. 15, 9am-3pm

FSS 001 03: Wednesdays, May 13, 9am-2pm & May 20, 9am-3pm

REGISTRATION

in person: Admission & Registration Office Building B, 1st floor

online: <http://web-adv.morton.edu> **Select Community Service Self-Service**
(Course Codes FSS 001 01, FSS 001 02, FSS 001 03)

For more information, contact Irina Cline at x 2383 or irina.cline@morton.edu

• Pharmacy Technician HCR 001

The Pharmacy Technician Training course is an introductory course that is designed to teach students the fundamentals and specifics of becoming a pharmacy technician. The course includes practice on mathematics concepts used by pharmacy technicians. An externship module is also included.

HCR-001 Pharmacy Tech Training

01 Lec Tu 6:00pm-9:45pm

3/24 - 7/14

Externship: 7/28 – 9/28

176C

• Veterinary Assistant VET 001

The Veterinary Assistant Program will teach students how to care for sick and injured animals in a veterinarian office, clinic or animal hospital. Students will learn client relations, office and hospital procedures, animal nursing, exam room procedures (hospital sanitation, weight/ tpr (temperature, pulse, respiration), animal handling and restraining and preventative care protocols, surgical prep and assisting, laboratory procedures, radiology and pharmacology. This is a NAVTA (National Association of Veterinary Technicians in America) approved Veterinary Assistant program.

VET-001 Veterinary Assistant

01 Lec M W 6:00pm-9:45pm

3/23 - 8/12

Externship: 8/26 – 10/26

176C

• Food Service Sanitation Certification FSS 001

This course will give students the education needed to receive a certification as a food service sanitation manager. With this certification one will be able to ensure that all food safety practices are being maintained at all times during the handling of food and its surfaces. This certificate is a national certificate that meets the requirements in the state of Illinois and others throughout the country.

FSS-001 Food Service Sanitation Certification

01 Lec W 9:00am-2:00pm (2/26), 9:00am-3:00pm (3/4) 176C

2/26 - 3/4

02 Lec W 9:00am-2:00pm (4/8), 9:00am-3:00pm (4/15) 176C

4/8 - 4/15

03 Lec W 9:00am-2:00pm (5/13), 9:00am-3:00pm (5/20) 176C

5/13 - 5/20

• Forklift Operator Training MEC 002
Location: Equipment Depot, 821 Shore Drive, Burr Ridge, IL

All forklift (AKA powered industrial truck) operators must receive safety training in 22 sections covering both truck related and workplace related topics. This class will provide all that through interactive presentations, hand-on skill evaluations and a final examination. This training meets all OSHA requirements.

MEC-002 Forklift Operator Training01 Seminar Tu 8:00am-12:00pm
Equipment Depot, Room 100

1/28

02 Seminar Tu 8:00am-12:00pm
Equipment Depot, Room 100

2/25

03 Seminar Tu 8:00am-12:00pm
Equipment Depot, Room 100

3/24

04 Seminar Tu 8:00am-12:00pm
Equipment Depot, Room 100

4/28

05 Seminar Tu 8:00am-12:00pm
Equipment Depot, Room 100

5/26

For more information and course details contact: Irina Cline, 708.656.8000 X 2383, irina.cline@morton.edu

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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 e-mail and the password you selected during enrollment.

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INSTRUCTOR-FACILITATED ONLINE LEARNING

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

BUSINESS COURSES

Accounting Fundamentals

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

Administrative Assistant Fundamentals

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

Managing Customer Service

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.

Principles of Sales Management

Master the art of managing sales teams from a sales pro.

Introduction to QuickBooks

Learn how to quickly and efficiently gain control over the financial aspects of your business.

Distribution and Logistics Management

Improve your company's ability to deliver on time and on budget, while increasing customer satisfaction.

Introduction to Business Analysis

Master powerful techniques to improve your decision-making skills at work.

Real Estate Law

Learn the basics of real estate law, including investing, title searching, and mortgages.

Introduction to Peachtree Accounting

Get the training you need to perform everyday accounting tasks using Peachtree Accounting software.

Mastery of Business Fundamentals

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

Project Management Fundamentals

Gain the skills you'll need to succeed in the fast-growing field of project management.

Understanding the Human Resources Function

Learn to handle human resource functions to ensure the best possible results.

Employment Law Fundamentals

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

Total Quality Fundamentals

Give yourself a strong foundation in total quality management.

Fundamentals of Supervision and Management

Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts.

High Speed Project Management

Learn to deal with the realities of managing projects at supersonic speeds despite truncated timeliness, inadequate staffing, and skimpy budgets.

Purchasing Fundamentals

Improve your company's bottom line by mastering the fundamentals of purchasing.

Business and Marketing Writing

Write great marketing copy to improve your company's image and your chances of getting hired or promoted.

START YOUR OWN BUSINESS

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.

Marketing Your Business on the Internet

E-commerce expert helps you develop an Internet marketing plan for your business.

Secrets of the Caterer

Learn cooking and business secrets from a professional caterer.

Wow, What a Great Event!

Looking for a fun new career coordinating special events? Learn proven techniques from a master event planner.

Growing Plants for Fun and Profit

An industry professional teaches you everything you need to prosper in the backyard nursery business.

INSTRUCTOR-FACILITATED ONLINE LEARNING

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Publish It Yourself: How to Start and Operate Your Own Publishing Business

Convert manuscripts into income by producing and selling books like the pros.

Start Your Own Consulting Practice

Find out how you can earn income by sharing your training or knowledge with others.

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.

Creating a Successful Business Plan

Turn your business ideas into a solid plan for financing and long-term success.

Start Your Own Arts and Crafts Business

Learn how to start your own arts and crafts business from a professional artist.

GRANT WRITING/ NONPROFITS

Starting a Nonprofit

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

Introduction to Nonprofit Management

Develop the skills and strategies you need to become an integral part of one of the 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.

Get Grants!

Learn how to develop successful, fundable grants from experts in the field.

A to Z Grantwriting

Learn how to research and develop relationships with potential funding sources, organize grantwriting campaigns, and prepare proposals.

Writing Effective Grant Proposals

Learn to prepare grant proposals that get solid results for your favorite organization or charity.

Advanced Grant Proposal Writing

Gain a full understanding of the criteria funders use to determine whether your grant proposal gets funded or rejected.

Becoming a Grant Writing Consultant

Increase your income while working from home by starting a grant writing consulting business.

CAREER IDEAS

Become a Veterinary Assistant

Practicing veterinarian prepares you to work in a veterinary office or hospital.

Real Estate Investing

Build and protect your wealth by investing in real estate.

Get Paid to Travel

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

Fundamentals of Technical Writing

Learn the skills you need to succeed in the well-paying field of technical writing.

Introduction to Criminal Law

An in-depth look at criminal law and the real world of prosecutors, defense attorneys, and the paralegals who work closely with them.

Legal Nurse Consulting

Begin a new career by helping attorneys understand and resolve medical cases and claims.

Paralegal Preparation

Prepare for a career as a paralegal by learning terminology, processes, and other basics (course 1 of 6).

Publish It Yourself: How to Start and Operate Your Own Publishing Business

Convert manuscripts into income by producing and selling books like the pros.

Become an Optical Assistant

Learn what it takes to become an optical assistant and discover why it's one of today's most popular and fascinating career opportunities.

INSTRUCTOR-FACILITATED ONLINE LEARNING

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Become a Physical Therapy Aide

Prepare for a rewarding career as a valued member of the physical therapy team.

PERSONAL DEVELOPMENT Listen to Your Heart, and Success Will Follow

Design a life that makes you happy by learning how you can use work to express yourself and share your interests and talents.

Grammar Refresher

Gain confidence in your ability to produce clean, grammatically correct documents and speeches.

Twelve Steps to a Successful Job Search

World-renowned author and career advisor shows you how to get the job you want quickly and easily and in any economy.

Individual Excellence

Master 12 career-enhancing skills including goal setting, time management, personal organization, and creativity.

Leadership

Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal life.

Computer Skills for the Workplace

Gain a working knowledge of the computer skills you'll need to succeed in today's job market.

Merrill Ream Speed Reading

Acclaimed speed reading expert teaches you how to save yourself time by reading faster with better comprehension.

PERSONAL ENRICHMENT Get Assertive!

Find out how you can stop others from intimidating you or treating you poorly.

Goodbye to Shy

Become more confident in social, professional, and romantic situations.

Get Funny!

Use humor to disarm, befriend, motivate, inspire, and inform others.

Achieving Success with Difficult People

Learn how to have more successful relationships with difficult bosses, co-workers, students, neighbors, or relatives.

Healing Through Hypnosis

Learn to use hypnotic suggestion on yourself and others with amazing results.

Keys to Effective Communication

Lost for words? Don't be! Learn to build rapport, trust, warmth, and respect through conversation.

Handling Medical Emergencies

Every second counts during a medical emergency. Learn how to respond if someone needs your help.

TEST PREP

GED Preparation

Want to pass the GED? This course will help you develop the skills you'll need to succeed.

Prepare for the GED Language Arts, Writing Test

Prepare for the GED test on language arts and writing.

Prepare for the GED Math Test

Master the skills you'll need to pass Test 5 in the GED test series.

SAT/ACT Preparation - Part 1

Get your best possible score on the verbal and reasoning sections of the new SAT exam.

SAT/ACT Preparation - Part 2

Do your best on the quantitative section of the new SAT.

GMAT Preparation

Discover powerful test-taking techniques and methods for improving your score on the GMAT.

GRE Preparation - Part 1

Discover powerful strategies for success in the verbal and analytical sections of the GRE.

GRE Preparation - Part 2

Learn a variety of useful techniques for tackling the math section of the GRE.

LSAT Preparation - Part 1

Learn about law school entrance procedures, develop analytical reasoning skills, and improve your test-taking skills.

INSTRUCTOR-FACILITATED ONLINE LEARNING

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

LSAT Preparation - Part 2

Improve your logical reasoning and reading comprehension skills; discover proven approaches for selecting correct exam answers.

DIGITAL PHOTOGRAPHY

Discover Digital Photography

An informative introduction to the fascinating world of digital photography equipment.

Photoshop Elements

I and II are now available!

Master the most advanced features of Photoshop Elements for Windows and take your photo editing skills to the next level!

Making Movies with Windows XP

Turn your home videos into entertaining movies that you can share with others by e-mail, the Web, CD, and DVD.

Photographing People With Your Digital Camera

Expert shows you how to take beautiful pictures of adults, children, and babies.

ENTERTAINMENT

Music Made Easy

Learn the fundamentals of music theory. Be able to read, write, and play simple music.

Drawing for the Absolute Beginner

Gain a solid foundation in drawing and become the artist you've always dreamed you could be!

Get Paid to Travel

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

FAMILY & FRIENDS

Luscious, Low-Fat,

Lightning-Quick Meals Discover how easy it can be to prepare meals that are both delicious and nutritious!

Genealogy Basics

Begin an exciting and fascinating exploration of your roots.

Assisting Aging Parents

Be prepared to handle the challenges of aging while learning to cherish the transition.

Ready, Set, Read!

A learning specialist shows you how to raise a successful reader and writer.

Enhancing Language Development in Childhood

Enrich the lives of your children by helping them become proficient speakers and thinkers.

Understanding Adolescents

Unlock the secrets of the adolescent mind to improve relations.

Get Paid to Travel

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

LANGUAGES

Speed Spanish I

II and III are now available!

Learn six easy recipes to glue Spanish words together into sentences, and you'll be speaking Spanish in no time.

Instant Italian

Learn Italian from the comfort of your home in this fun and enjoyable online course.

Grammar for ESL

If English is your second language, this course will teach you the principles you'll need to succeed.

Writing for ESL

Learn how to write in English more effectively to succeed in college and at work.

Conversational Japanese

Whether you want to learn conversational Japanese for travel or just for fun, you'll find this course makes it easy and enjoyable for beginners to master the essentials of the Japanese language.

ART, HISTORY, MATH, & MORE

Everyday Math

Gain confidence in your basic math skills and start using math to your advantage.

Introduction to Algebra

Understand how algebra is relevant to almost every aspect of your daily life, and become skilled at solving a variety of algebraic problems.

INSTRUCTOR-FACILITATED ONLINE LEARNING

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Teaching Science: Grades 4-6

Increase your effectiveness as a science teacher for children in fourth through sixth grades.

Teaching Math: Grades 4-6

Reinvent math instruction for grades 4-6 by bringing hands-on learning, inexpensive manipulatives, and real-world connections into your classroom.

LAW & LEGAL CAREERS

Business Law for Small Business Owners

Learn how to successfully protect your small business and solve most of the legal problems that may arise.

Introduction to Criminal Law *2 courses available!*

An in-depth look at criminal law and the real world of prosecutors, defense attorneys, and paralegals.

Evidence Law

Prepare for a career as a law clerk or legal secretary by learning how to help busy attorneys gather and evaluate evidence and prepare for trial.

Winning Strategy for the Courtroom

Learn what it takes to win in civil court from an attorney who has won hundreds of cases.

Constitutional Law: Bill of Rights

Understand the challenges facing the maintenance of guaranteed freedoms in the modern world.

Legal Nurse Consulting

If you're a nurse, this course will help you prepare for a new career helping attorneys understand and resolve medical cases and claims.

Employment Law Fundamentals

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

Workers' Compensation

Gain essential skills and a solid understanding of one of the fastest-growing areas in law.

Paralegal Preparation

Prepare for a career as a paralegal by learning terminology, processes, and other basics (course 1 of 6).

LSAT Preparation - Course 1 of 2

Learn about law school entrance procedures and improve your test-taking skills.

Real Estate Law

Learn the basics of real estate law, including investing, title searching, and mortgages.

PERSONAL FINANCE

Real Estate Investing

Build and protect your wealth by investing in real estate.

Where Does All My Money Go?

Learn how to get control of your money once and for all.

Listen to Your Heart, and Success Will Follow

Design a life that makes you happy by learning how you can use work to express yourself and share your interests and talents.

Convenient, Affordable, and Effective.

Take ed2go courses from the comfort of your home or office at the times that are most convenient for you.

Personal Finance

Protect your assets and discover how best to achieve all your financial goals.

Stocks, Bonds, and Investing: Oh, My!

Make wise investment decisions so you have enough to live comfortably through your retirement.

The Analysis and Valuation of Stocks

Discover valuable techniques that show you step-by-step how to research and value stocks.

Introduction to Stock Options

Learn how stock options can help you profit in any type of market.

Keys to Successful Money Management

Certified financial planner shows you how most wealthy people build their fortunes.

Introduction to Microsoft Excel

Work with numbers? You need to know Excel. Learn the secrets of this powerful application.

HEALTH CARE

Become a Physical Therapy Aide

Prepare for a rewarding career as a valued member of the physical therapy team.

INSTRUCTOR-FACILITATED ONLINE LEARNING

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Become an Optical Assistant

Learn what it takes to become an optical assistant and discover why it's one of today's most popular and fascinating career opportunities.

Medical Terminology: A Word Association Approach

Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.

Human Anatomy and Physiology

Learn how our organ systems work together to allow us to process sensations, think, communicate, grow, move, and reproduce.

Become a Veterinary Assistant

Practicing veterinarian prepares you to work in a veterinary office or hospital.

Handling Medical Emergencies

Every second counts during a medical emergency. Learn how to respond if someone needs your help.

Legal Nurse Consulting

Begin a new career by helping attorneys understand and resolve medical cases and claims.

Certificate in End of Life Care

(26 contact hours) Understand the needs of individuals living with debilitating or terminal illnesses.

Certificate in Gerontology

(30 contact hours) Earn a certificate proving you have the skills required to meet the health care needs of a rapidly aging population.

Introduction to Natural Health and Healing

Learn how to promote wellness, balance, and health in all aspects of your daily life.

TEACHING

Teaching Writing: Grades 4-6

In this teacher-training course, you'll learn from an experienced educator how to motivate and assist developing writers.

Teaching Math: Grades 4-6

Reinvent math instruction for grades 4-6 by bringing hands-on learning, inexpensive manipulatives, and real-world connections into your classroom.

Solving Classroom Discipline Problems

Veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline.

Survival Kit for New Teachers

Veteran instructor shares the secrets for success in your first years of teaching.

Differentiated Instruction in the Classroom

Improve your ability to teach diverse learners with real-world examples from elementary, middle, and high school classrooms.

The Classroom Computer

Learn how to use the classroom computer to increase learning and motivate students.

Using the Internet in the Classroom

Discover how you can use the Internet to make teaching easier for you and more relevant to your students.

Creating a Classroom Web Site

Learn how to create a classroom Web site and how having one can make you a more effective and dynamic teacher.

Guided Reading: Strategies for the Differentiated Classroom

Learn creative ways to bring differentiated instruction and guided reading to life in your classroom.

Integrating Technology in the Classroom

Take your teaching to another level with these fun new ways to incorporate technology into your lesson plans.

Creating the Inclusive Classroom: Strategies for Success

In this professional development course for teachers, you'll get the training you need to reach the diverse mix of students you face every day—learning proven strategies that turn diversity into opportunity.

Ready, Set, Read!

Learning specialist shows you how to develop successful readers and writers.

Microsoft Excel in the Classroom

Discover how Excel can help you improve your effectiveness as a teacher.

INSTRUCTOR-FACILITATED ONLINE LEARNING

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Microsoft Word 2007 in the Classroom

Harness the power of the most popular word processing program on the market and become a more productive and creative teacher.

Microsoft PowerPoint in the Classroom

Motivate your students and enrich your lessons by bringing PowerPoint into your classroom.

Singapore Math Strategies: Model Drawing for Grades 1-6

In this professional development course for teachers, you'll get the training you need to start teaching model drawing, the powerful Singapore Math strategy that gives word problems a visual context.

Teaching Students With Autism: Strategies for Success

Help your students with high-functioning autism and Asperger's Syndrome unlock their potential in the classroom.

Response to Intervention: Reading Strategies That Work

Learn response to intervention (RTI) strategies that ensure the struggling readers in your classroom get the help and education they need.

Working Successfully With Learning Disabled Students

Learn how to successfully meet the diverse needs of the learning disabled students in your classroom.

WRITING

Writeriffic: Creativity Training for Writers

Banish writer's block forever with these tricks from the published writer's toolbox.

Grammar Refresher

Gain confidence in your ability to produce clean, grammatically correct documents and speeches.

Write Your Life Story

Give your family and friends an inspirational autobiography.

Advanced Fiction Writing

Explore advanced fiction writing techniques with a published novelist.

The Keys to Effective Editing

If you aspire to be an editor, this course will teach you the fundamentals of top-notch editing for both fiction and nonfiction.

Introduction to Journaling

Discover how journaling can help you explore your dreams, values, and beliefs, survive unwanted change, succeed in your career, and express your creativity.

Write Fiction Like a Pro

Author teaches you how professional writers use story outlines to structure any type of story.

The Craft of Magazine Writing

If you're a determined new writer, this class will provide you with the skills you need to get published.

Beginner's Guide to Getting Published

Published writer shows you how to give yourself the credibility you need to get your works published.

Research Methods for Writers

Learn the most efficient and effective methods to conduct research for any writing project.

Fundamentals of Technical Writing

Learn the skills you need to succeed in the well-paying field of technical writing.

A Writer's Guide to Descriptive Settings

Develop your eye for detail and improve your writing with vivid descriptions, memorable settings, and believable characters.

Forensic Science For Writers

Learn the secrets behind forensic science and add new characters, depth, and marketability to your fiction.

Beginning Writer's Workshop

Get a taste of the writer's life and improve your writing skills in this introduction to writing creatively.

Travel Writing

Profit from your experiences in exotic lands (or your own backyard) by learning how to write and sell travel articles and books.

Effective Business Writing

Develop powerful written documents that draw readers in and keep them motivated to continue to the end.

INSTRUCTOR-FACILITATED ONLINE LEARNING

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Writing for Children

Published children's author shows you how to touch the hearts of children by creating books for them.

BASIC COMPUTER LITERACY Keyboarding

Use the computer program FasType for Windows to learn the basic skills of touch-typing.

Navigating the Internet

Master the ins and outs of the Internet with this informative behind-the-scenes look.

Introduction to Windows XP

Learn how Windows XP makes it easy to work with text, pictures, audio, video, and more.

Introduction to Linux

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

Computer Skills for the Workplace

Gain a working knowledge of the computer skills you'll need to succeed in today's job market.

Introduction to PC Security

What you don't know can really hurt you. Learn what you can do to protect yourself.

COMPUTER APPLICATIONS

Introduction to Microsoft Word

Learn how to create and modify documents with the world's most popular word processor.

Intermediate Microsoft Word

Take advantage of Word's publishing capabilities to create eye-catching documents.

Advanced Microsoft Word

Learn how to create and use macros, shortcuts, form letters, mailing labels, queries, and more.

Introduction to Microsoft Access (Intermediate course available)

Store, locate, print, and automate access to all types of information.

Introduction to Microsoft Excel (Intermediate course available)

Discover the secrets to setting up fully formatted worksheets quickly and efficiently.

Advanced Microsoft Excel

Increase your potential and maximize your value by becoming an expert Microsoft Excel user.

Introduction to PowerPoint

Build impressive slide presentations filled with text, images, video, audio, charts, and more.

Introduction to Microsoft Publisher

Create brochures, newsletters, and Web sites with ease.

Introduction to Microsoft Outlook

Communicate and manage information better and faster.

Introduction to Microsoft Project

Use the ultimate project planning and control tool to its fullest.

Introduction to Microsoft Visio

Learn how to design professional-looking diagrams with Microsoft Visio.

Introduction to Microsoft Office Accounting Professional

Learn how to use Microsoft Office Accounting Professional 2008 from a Certified Public Accountant who specializes in small-business accounting.

Design Projects for Adobe Illustrator

Learn the basics of Adobe Illustrator with design projects that let you practice as you learn.

Introduction to Illustrator CS3

In this class, you'll get the training you need to create infinitely scalable vector images using Adobe Illustrator CS3, one of the best illustration programs on the market.

Introduction to Oracle

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

Introduction to QuickBooks

Learn how to quickly and efficiently gain control over the financial aspects of your business.

Performing Payroll in QuickBooks

Discover the secrets of effortlessly setting up and processing your payroll.

QuickBooks for Contractors

Harness the power of QuickBooks Premier Contractor Edition for increased success.

Introduction to Photoshop

Learn the basics of using Adobe Photoshop to create images and edit photos.

INSTRUCTOR-FACILITATED ONLINE LEARNING

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Intermediate Photoshop CS3 ***(CS2 intermediate course available)***

Have fun taking your Photoshop CS3 skills to the next level of creativity and productivity.

Introduction to CorelDraw

Learn how CorelDRAW can help you create dazzling logos and other artwork for print or the Web.

Introduction to Dreamweaver

Silicon Alley veteran shows you how to harness the power of the industry standard tool for Web designers.

Introduction to Adobe InDesign CS3

You'll get hands-on desktop publishing training and come away knowing how to use this page layout software to design and create professional quality letterhead, business cards, brochures, PDF files that play movies, and more.

WEB DESIGN

Intermediate Dreamweaver

Take your Adobe Dreamweaver skills to the next level under the tutelage of a proven Web development expert.

Creating Web Pages

Learn the basics of HTML so you can design, create, and post your very own site on the Web.

Introduction to Dreamweaver

Silicon Alley veteran shows you how to harness the power of the industry standard tool for Web designers.

Introduction to Microsoft FrontPage

Find out how FrontPage makes it easy to create and upload professional Web sites without programming.

Designing Effective Websites

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

Achieving Top Search Engine Positions

Learn proven, step-by-step strategies to achieve the highest possible position with the major search engines.

Creating Web Graphics with Photoshop CS3

Learn how to use Photoshop to create graphics for the Web.

Introduction to Flash

Learn how to create exciting interactive animations from a working Flash designer and author.

Drawing for the Absolute Beginner

Gain a solid foundation in drawing and become the artist you've always dreamed you could be!

Creating a Classroom Web Site

Learn how to create a classroom Web site and how having one can make you a more effective and dynamic teacher.

WEB PROGRAMMING

Introduction to Java Programming

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

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 CSS and XHTML

Learn to create state-of-the-art Web sites using modern CSS and XHTML techniques.

Introduction to Perl Programming

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

Creating User Requirements Documents

Learn to discover and document precisely what your customer wants and help ensure your success as a developer.

High-Speed Project Management

Discover a breakthrough model for managing truncated timelines, short-staffed project teams, skimpy budgets, and crippling risks.

Introduction to ASP.NET

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

Introduction to PHP and MySQL

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

COMPUTER PROGRAMMING

Introduction to C++ Programming

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

Introduction to C# Programming ***(Intermediate course available)***

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

INSTRUCTOR-FACILITATED ONLINE LEARNING

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Intermediate C# Programming

Learn to write Graphical User Interface programs in the C# Programming Language.

Introduction to Visual Basic 2008

Discover how to write VB programs that can access and modify a database.

Introduction to Alice 2.0 Programming

Learn the principles of object-oriented computer programming while creating rich, interactive three-dimensional worlds filled with characters, sound, and other exciting elements.

Introduction to SQL

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

Introduction to Database Development

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

Introduction to Perl Programming

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

CERTIFICATION PREP

Basic CompTIA® A+ Certification Prep

Prepare for the CompTIA® A+ exam and begin a rewarding career in the fast-growing PC repair field (course 1 of 3).

CompTIA Security+ Certification Prep

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

CompTIA® Network+ Certification Prep

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

NETWORKING/ TROUBLESHOOTING

Introduction to PC Troubleshooting

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

Introduction to Networking (Intermediate course available)

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

Wireless Networking

Industry expert shows you how to plan, deploy, and connect to wireless networks.

INSTRUCTOR-FACILITATED ONLINE LEARNING

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

NEW RELEASES

Teaching ESL/EFL Reading

Discover practical techniques and methods for teaching reading in any ESL or EFL environment that will help you become a more confident and effective reading teacher.

Performing Payroll in QuickBooks 2009

Learn to use QuickBooks 2009 to create paychecks, pay tax liabilities, and produce dazzling payroll reports.

Practical Ideas for the Adult ESL/EFL Classroom

Learn ESL teaching strategies for fostering a more successful learning environment for your adult ESL/EFL students, as well as how to create activities that build a bridge from the classroom to the real world.

What's New in Microsoft Office 2007

Learn the most important new features of Microsoft Office Word, Excel, PowerPoint, and Access 2007, including the totally new Ribbon and tab user interface that replaces menus and toolbars from earlier versions.

Homeschool With Success

Discover how to homeschool your children in a way that ensures they get what they need both academically and socially.

Easy Classroom Podcasting

In this professional training course for teachers, you'll learn how to make a podcast that creates a memorable learning experience for your students.

Making Age an Asset in Your Job Search

This course is a guide for older workers looking to make a career change, find employment opportunities, or learn strategies that give them the best chance of getting hired.

Intermediate Microsoft Word 2007

Learn more advanced features of Microsoft Word 2007, which enable you to create an index, a list of figures, and a table of contents, do desktop publishing, perform a mail merge, and use time-saving macros.

Intermediate Microsoft Access 2007

Expand your Microsoft Access 2007 skills to build better, more user-friendly Access databases.

Photographing Nature with Your Digital Camera

Learn how to use your digital camera to take stunning nature photos, including landscapes, flowers, animals, and even macro shots.

Photoshop Elements 7 for the Digital Photographer

In this Adobe Photoshop Elements 7 class, you'll learn the secrets to successfully editing photos and bringing out the best in your images!

Introduction to Visual Basic 2008

Learn to create Windows applications using the popular and easy-to-master Visual Basic 2008.

ONLINE CAREER TRAINING PROGRAMS

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Online Career Training Programs

Online Learning Anytime, Anywhere...Just a click away!

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.

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 in the course fee
- Payment plans available

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.

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.

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.

AutoCAD 2009

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

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 (PM) exam.

Programs are available in the following areas:

- Business and Professional
- Healthcare and Fitness
- Management and Corporate
- Media and Design
- Hospitality and Gaming
- Skilled Trades and Industrial
- IT and Software Development

BUSINESS AND PROFESSIONAL

Certified Alternative Dispute Resolution Specialist—240 hrs

This online Alternative Dispute Resolution Certificate (ADR) program is offered in partnership with IADR GLOBAL. Dispute Resolution is a rapidly growing field and a process commonly used in federal and local government agencies, corporations, non-profit and for profit agencies as well as in private ADR practices.

Certified Bookkeeper—120 hrs

The Certified Bookkeeper Online Training Program helps professional bookkeepers earn prestigious American Institute of Professional Bookkeepers (AIPB) certification.

Certified Global Business Professional—400 hrs

The Certified Global Business Professional Online Training Program prepares you for the credential exam by educating you in four areas: global management, global marketing, supply chain management, and trade finance.

Certified Mediator—120 hrs

This comprehensive online training will provide you with the core skills necessary for the practice of mediation.

Certified National Pharmaceutical Representative—120 hrs

Learn the skills necessary to become a certified pharmaceutical sales representative. The program covers pharmacology, medical terminology, physiology, and regulations for selling pharmaceuticals.

Chartered Tax Professional—180 hrs

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.

Chartered Tax Professional for California Residents—200 hrs

With this innovative online California Chartered Tax Professional Certificate Program, you can become qualified as a California Tax Preparer through the California Tax Education Council (CTEC), and start working and earning money while completing your program.

Entrepreneurship: Start-Up and Business Owner Management—360 hrs

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!

Grant Writing—300 hrs

Learn to write grant proposals that get funded in this nationally recognized Grant Writing online training program.

Legal Secretary—350 hrs

Master the skills you need to be a legal secretary and prepare for the National Association of legal Professionals (NALS) Accredited legal secretary (ALS) exam.

Marketing Design Certificate—420 hrs

Focuses on design for marketing and business—creating logos, ads, communications, and more. You'll learn Photoshop, Illustrator, and Microsoft PowerPoint while gaining fundamental technical and aesthetic skills.

www.gatlineducation.com/morton or 887-221-5151

ONLINE CAREER TRAINING PROGRAMS

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Non-Profit Management—300 hrs

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 budgeting.

Paralegal—300 hrs

The Paralegal Online Training Program will prepare you for success in this growing career field. You'll learn about the American legal system, how to conduct legal research and interviews, how to perform legal analyses, and more. Your training will prepare you to become a legal secretary or paralegal and to take the certification exam.

Pay Per Click Marketing—150 hrs

Pay-per-click marketing refers to a specific type of advertising where you pay a search engine every time a potential customer clicks on your ad. The program covers search-engine marketing, Internet advertising, using Google's AdWords program, keyword marketing, building ads, conducting research, and more.

Professional Bookkeeping with QuickBooks 2010—140 hrs

Master basic bookkeeping and accounting skills using QuickBooks 2010.

Professional Bookkeeping with QuickBooks 2010, Software Included—140 hrs

Master basic bookkeeping and accounting skills using QuickBooks 2010. QuickBooks Pro 2010 software and the textbook *Bookkeeping Made Simple* are included in the cost of the program.

Payroll Practice and Management—80 hrs

Become knowledgeable in all facets of payroll rules and regulations; join one of the fastest-growing career fields today.

Purchasing and Supply Chain Management—300 hrs

Develop essential managerial skills, and learn how to effectively manage all aspects of the purchasing process, including procurement, distribution, supply chain management, and more, with the skills you'll learn in this online program.

Records Management Certificate—180 hrs

This comprehensive program will help you establish a successful records management program, including electronic, magnetic, and paper media.

Search Engine Marketing—250 hrs

Learn the essential components for understanding this unique and growing career field, including search engine optimization, pay-per-click marketing, and Web site copywriting.

Search Engine Optimization—150 hrs

The Search Engine Optimization Online Training Program will teach you how to increase a Web site's traffic by improving its rankings with search engines.

Technical Writing—80 hrs

This program is designed for anyone who wishes to develop their technical writing abilities to a professional level. You'll learn research methods, audience considerations, style, drafting and revision techniques, how to work in a collaborative environment, and more.

HEALTHCARE AND FITNESS

Administrative Dental Assistant—150 hrs

Learn how to perform the administrative tasks essential for managing the business aspects of a dental practice.

Administrative Medical Specialist with Medical Billing and Coding—300 hrs

Get the skills you need to become an administrative medical specialist, medical billing specialist, or a medical coder.

Administrative Medical Specialist with Medical Billing and Coding + Medical Terminology—360 hrs

Become an administrative medical specialist, medical billing specialist, or a medical coder. You'll learn the essential skills, as well as mastering medical terminology.

Advanced Coding for the Physician's Office—80 hrs

Take the next step in your career and prepare for the Certified Procedural Coding national certification exam with the help of this online training program.

Advanced Hospital Coding and CCS Prep—80 hrs

This program will utilize your existing knowledge of medical terminology and healthcare sciences. Increase your coding skills and prepare to take the official certification exam to become a Certified Coding Specialist.

Advanced Personal Fitness Trainer—400 hrs

This advanced certificate program will further your personal training education by teaching you to incorporate specialized resistance training, functional movements, and nutritional programs for your clients.

Clinical Dental Assistant—240 hrs

The Clinical Dental Assistant Online Training Program will provide you with the skills you need to become a dental assistant. After you've completed this program, you'll be ready to pursue certification as a dental assistant by passing the radiology and infection control portions of the Dental Assisting National Board examination.

Emergency Management Training for First Responders—300 hrs

Emergency management is one of the fastest-growing professions. Learn the skills you need to get started in this field.

ONLINE CAREER TRAINING PROGRAMS

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Fitness Business Management—200 hrs

Learn how to manage a personal training program, department, or facility as a strategic business with this program.

ICD-10 Medical Coding: Preparation and Instruction for Implementation—200 hrs

Prepare for and implement the changes that ICD-10 will bring to the medical coding system.

Medical Billing and Coding—240 hrs

Prepare for a career as a medical billing and coding professional.

Medical Billing and Coding + Medical Terminology—300 hrs

The Medical Billing and Coding + Medical Terminology Program will prepare you for an entry-level position doing medical billing or coding, while also teaching you proper medical terminology and spelling.

Medical Terminology—60 hrs

Get the education you need to get started in the medical field. This program will teach you proper medical terminology and spelling.

Medical Transcription—240 hrs

Learn to transcribe medical reports in hospitals, offices, or from home with the most popular transcription program in the country for entry-level training.

Medical Transcription + Medical Terminology—300 hrs

Start a new career as a medical transcriptionist with the training provided in this program, which also includes medical terminology training.

Nutrition for Optimal Health, Wellness, and Sports—200 hrs

Learn to develop individual nutrition programs for clients, patients, or personal use.

Personal Fitness Trainer—250 hrs

Learn how to apply your client's health history, goals, and abilities, as well as integrating exercise science curriculum and practical training techniques, into a systematic model you can use to progress your clients through different training levels and phases.

Personal Training and Group Exercise Training for Older Adults—200 hrs

Gain the knowledge you need to develop safe and effective exercise programs for older adults.

Pharmacy Technician—300 hrs

Pharmacy technicians support licensed pharmacists in providing health care to patients. Train to enter this rapidly growing field with this respected online program.

Veterinary Assistant—240 hrs

Prepare for a new career as a Veterinary Assistant as you learn how to care for animals and assist the veterinarian during examinations.

Women's Exercise Training and Wellness—200 hrs

Develop safe and effective exercise programs for women using the skills you'll learn in the Women's Exercise Training and Wellness Online Program.

HOSPITALITY AND GAMING

Casino Blackjack Dealer—100 hrs

The Casino Blackjack Dealer Online Training Program will teach you everything you need to know to work in a casino as a blackjack dealer.

Casino Poker Dealer—100 hrs

The Casino Poker Dealer Online Training Program prepares you to work as a dealer for casino table games, including seven card stud, Omaha, and Texas hold'em.

Certified Wedding Planner—300 hrs

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.

Event Management and Design—300 hrs

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.

Travel Agent Training—200 hrs

Learn the basic skills needed to operate a computer reservation system for airlines, travel agencies, cruise lines, hotel, or as a home-based agent, and get started in a career in the travel industry.

IT AND SOFTWARE DEVELOPMENT

3ds max—300 hrs

Learn to use 3ds Max to design, develop, and create 3D animation.

Forensic Computer Examiner—150 hrs

The Forensic Computer Examiner Online Training Program will train you to thoroughly examine digital media and to clearly document, control, prepare, and present examination results. This program will prepare you for the Certified Computer Examiner test.

Help Desk Analyst: Tier 1 Support Specialist—80 hrs

Train for a challenging, rewarding career in technical support. This program will teach you to focus on the business needs of the customer, establish credibility, and provide excellent customer service and support!

ONLINE CAREER TRAINING PROGRAMS

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

RFID (Radio Frequency Identification) on the Web™—70 hrs

RFID on the Web will give you the knowledge to successfully implement and support an RFID system and to pass the CompTIA RFID+ Certification exam.

Web Database Developer—267 hrs

The Web Database Developer Online Training Program will teach you to incorporate database design, development, and deployment into e-commerce sites, dynamic Web sites, and business-to-business data collaboration.

Webmaster—150 hrs

The Webmaster Online Training Program will teach you to design, develop, and maintain Web sites.

MANAGEMENT AND CORPORATE

Lean Mastery—60 hrs

Eliminate waste from your business by learning and implementing the principles of lean business.

Management for IT Professionals—390 hrs

Learn leadership skills that will help you succeed as a manager in the IT field.

Management Training—360 hrs

If you are 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.

Project Management—40 hrs

The Project Management Online Training Program will help you improve your project management skills and prepare you for certification as a Project Management Professional.

Project Management with Microsoft Project 2007—100 hrs

Improve your project management skills while preparing for certification as a Project Management Professional, and learn how to use Microsoft Project 2007 software as you prepare for the Microsoft Project professional certification exam.

Project Management with Microsoft Project 2007, Standard Edition Software Included—100 hrs

Improve your project management skills while preparing for certification as a Project Management Professional, and learn how to use Microsoft Project 2007 software as you prepare for the Microsoft Project professional certification exam. Tuition includes the required Microsoft Project 2007, Standard edition software.

Six Sigma Black Belt—200 hrs

The Six Sigma Black Belt Online Career Training Program provides you with an in-depth look at the Six Sigma Black Belt problem-solving methodology, deployment, and project development approaches.

Six Sigma Green Belt—100 hrs

The Six Sigma Green Belt Online Training Program encompasses all aspects of running a Six Sigma Green Belt business, including management, service delivery, design, production, and customer satisfaction.

Understanding Earned Value Management—30 hrs

In this program, you'll learn to objectively measure your project performance using earned value concepts.

MEDIA AND DESIGN

Digital Arts Certificate—420 hrs

The Digital Arts Online Training Program will help you develop technical skills and creative artistry in digital photography, imaging, and illustration. This program covers Adobe Photoshop and Illustrator and more.

Fine Arts Certificate—420 hrs

This program will provide you with a foundation in art theory and technique. Modules in theory, digital photography, and drawing are complemented by electives that offer an array of options for self-expression.

Game Art Certificate—420 hrs

The Game Art Online Training Program will help you build technical and artistic skills in 3D modeling, texturing, lighting, and animation using Autodesk Maya and Photoshop. Challenging, practical projects will help you develop a high-quality portfolio of game art.

Graphic Design with Photoshop CS4—200 hrs

Learn the fundamental principles of design and Adobe Photoshop; gain the skills you need to work as a graphic designer.

Graphic Design With Photoshop CS5 Training—200 hrs

Prepare for a career in graphic design by mastering Photoshop cs5, the world's most popular application for creating and editing graphic images.

Graphic Design With Photoshop CS5 Training, Software Included—200 hrs

Prepare for a career in graphic design by mastering Photoshop cs5, the world's most popular application for creating and editing graphic images. Photoshop CS5 software license is included in the program fee.

Multimedia Arts Certificate—420 hrs

The Multimedia Arts Online Training Program gives you the conceptual, technical, and visual design skills required to create multimedia applications and environments. You'll explore Adobe Photoshop, Flash, and After Effects, as well as digital video editing.

ONLINE CAREER TRAINING PROGRAMS

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

Residential Interior Designer—120 hrs

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.

Video Game Design and Development—500 hrs

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

Web Design Certificate—420 hrs

Learn to use Adobe Photoshop, Dreamweaver, Fireworks, and Flash to create stunning Web sites.

SKILLED TRADES AND INDUSTRIAL

Biofuel Production Operations—400 hrs

The Biofuel Production Operations Online Training Program will give you the education you need to work as a biofuel production operator, inspecting and repairing equipment, operating computer systems, and handling lab equipment.

Carpentry—80 hrs

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.

Certified Architectural Glass Technician—170 hrs

Prepare for a career as an architectural glass technician and gain the skills you need to take the National Glass Association's Glass Installer Certification Exam.

Certified Auto Glass Technician—120 hrs

Master the skills you need to become a professional auto glass technician, and prepare for the National glass Association's Auto Glass Installer Certification Exam.

Certified Window and Door Installer—120 hrs

Train for a career as a residential window and door installer as you gain the skills you need to prepare for the InstallationMasters™ Certification Exam, offered through the National Glass Association in partnership with InstallationMasters™.

Chemical Plant Operations—400 hrs

Prepare for an entry-level position in a chemical plant with the Chemical Plant Operations Online Training Program.

Freight Broker/Agent Training—150 hrs

Become a part of the exciting trucking, freight logistics, and transportation industries! This program will teach you everything you need to know to start your own freight business or become a freight agent.

Home Inspection Certificate—200 hrs

Learn about standards of practice, defects recognition, inspection guidelines, reporting methodologies, and liability management as you prepare to become a home inspector.

HVAC Technician—320 hrs

The only HVAC Technician training program of its kind on the Web, this program will prepare you for a career as a heating, ventilation, air conditioning, or refrigeration installer or technician.

Natural Gas Plant Operations—400 hrs

For decades to come, natural gas will be produced and consumed in the United States, creating an ongoing demand for natural gas plant operators. This online program provides the fundamental technical background you need to get started in this field.

Oil Refinery Operations—400 hrs

Learn the skills you need to start work as an in-demand oil refinery operator.

Paper Mill Operations—400 hrs

This program will give you the skills you need to gain entry-level employment as a paper mill operator.

Power Plant Operations—400 hrs

Learn the skills you need to gain entry-level employment as a power plant operator.

Pulp Mill Operations—400 hrs

Become a pulp mill operator with the skills you learn in this program.

ONLINE CAREER TRAINING PROGRAMS

Every course on this page includes an expert instructor. All can be taken from the convenience of your home or office.

SUSTAINABLE ENERGY AND GOING GREEN

Building Analyst Quick Start Program—60 hrs

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.

Certified Green Supply Chain Professional—60 hrs

Help your company achieve its environmental goals with the Certified Green Supply Chain Professional Online Training Program. Gain the skills you'll need to make a green impact on global sourcing, material management, procurement and buying, transportation and logistics, and new product development.

Certified Indoor Air Quality Manager—16 hrs

Are you a facility manager, building engineer, or health and safety officer who wants to improve the indoor air quality of your building? If so, the Certified Indoor Air Quality Manager Program is for you.

Certified Indoor Environmentalist—32 hrs

Would you like to become an indoor air quality or green building consultant? Would you like to better understand how to create a healthy home or building by preventing, diagnosing, and resolving indoor environmental problems? The Certified Indoor Environmentalist Program will help you take the next step in your career.

Performing Comprehensive Building Assessments—30 hrs

This program will give you a thorough understanding of the building assessment process, focusing on the skills you need to professionally conduct visual building inspections, perform diagnostic testing, determine improvement opportunities, and prepare a work scope that will guide the homeowner's decision-making process for making the improvements.

Principles of Green Buildings—30 hrs

The Principles of Green Buildings (PGB) program explains the science that individuals in the building, remodeling, or trade industries need to know in order to make buildings perform more efficiently.

Senior Certified Sustainability Professional—110 hrs

Are you prepared for an exciting career as a leader in the green collar economy? The Senior Certified Sustainability Professional Online Training Program will prepare you to set the course and coordinate an enterprise's sustainability strategy.

Solar Power Professional—120 hrs

Learn the fundamentals of photovoltaic solar powered energy systems and gain the knowledge you'll need for an entry level position with a dealer, installer, or other photovoltaic industry company.

Wind Energy Apprentice—240 hrs

This entry-level Wind Energy Apprentice program prepares you for a career in the wind energy industry.

WORKSHEET

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00a						
9:00a						
10:00a						
11:00a						
Noon						
1:00p						
2:00p						
3:00p						
4:00p						
5:00p						
6:00p						
7:00p						
8:00p						
9:00p						
10:00p						

FINAL

FINAL COURSE SCHEDULE						

I WOULD LIKE MORE INFORMATION!

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ E-mail address: _____

- New Student Information Form
- Course schedule
- Morton College catalog
- Scholarships and financial aid
- Project CARE
- Adult Volunteer Literacy Program
- Continuing Education and Community Service Courses
- Sports or extracurricular activities
- Scheduling a campus visit
- Other _____

Please check all that apply:

Do you plan to attend Morton College?

If so, when:

o FALL _____ (Year) o SPRING _____ (Year) o SUMMER _____ (Year)

Name of high school attended: _____

Year of graduation: _____ Last school attended: _____

Your Feedback

Morton College is your community college and we know how important it is to you. We welcome your suggestions for courses, seminars and other activities. Please indicate below any ideas for additional courses you would like to see offered.

Did You Know?

New classes are added to our schedule throughout the semester. We also offer several one-time only seminars for the fall and spring semesters.

For the most up-to-date information, visit morton.edu or call (708) 656-8000, Ext. 2346.

MAIL THIS FORM TO:
Office of Admissions and Records
3801 South Central Avenue • Cicero, IL 60804

DIRECTIONS TO MORTON COLLEGE

BY CAR

Eisenhower Expressway (Interstate 290) East and Westbound, exit Austin Boulevard or Laramie Avenue and head south to Pershing Road. Stevenson Expressway (Interstate 55) North and Southbound, exit Central Avenue and head north.

BY BUS

Pace Bus Routes 314, 315 and 316 stops at Morton College. Pace Route 305 continues as 316 at the CTA Blue Line Cicero Station before heading to Morton College. The routes do connect with the CTA's Pink, Blue and Green lines, go to www.pacebus.com for real-time information.

BY TRAIN

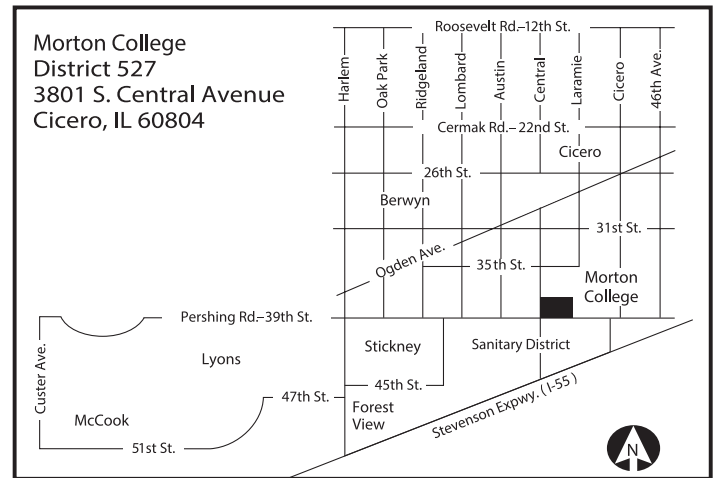
Metra (Burlington Northern) from Chicago's Union Station stops at Cicero Avenue (26th Street and Cicero Avenue in Cicero) and LaVergne Avenue (Windsor and Ridgeland avenues, Berwyn). Go to www.pacebus.com or www.metrarail.com for real-time information.

BY AIR

Midway Airport is five miles south of Morton College. O'Hare International is 17 miles northwest of Morton College.

FOR MORE INFORMATION

- Pace Bus: pacebus.com
- CTA: yourcta.com
- Metra: metrarail.com



SPRING 2020 SEMESTER CALENDAR

Faculty Seminar Day (No Classes)	January 9
Semester Begins	January 13
Martin Luther King Day (College Closed)	January 20
100% Tuition Refund	8 calendar days from the start of the course
50% Tuition Refund	9-16 calendar days from the start of the course
President's Day (No Classes)	February 17
Pulaski Day (College Closed)	March 2
Midterm Week	March 8 - 14
Spring Break (No Classes)	March 15 - 21
Graduation Petition Deadline spring semester	April 1
Spring Recess (College Closed)	April 10 - 12
Classes Resume	April 13
Last Day to Withdraw	May 1
Final Exam Week	May 8 - 14
Commencement	May 15
Final Grades Due	May 18
Memorial Day (College Closed)	May 25



AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY POLICY

Morton College does not discriminate on the basis of race, color, religion, national origin, gender, sexual orientation, age, marital status or disability in its educational, admissions or employment practices. For more information contact:

Title IX Coordinator/504 Coordinator
3801 S. Central Avenue
Cicero, IL 60804
(708) 656-8000, Ext. 2298

ACCIÓN AFIRMATIVA /IGUALDAD DE OPORTUNIDADES

Morton College no discrimina por motivos de raza, color, religión, origen nacional, género, orientación sexual, edad, estado civil o de la discapacidad en sus centros de enseñanza, admisiones o las políticas de empleo. Para mas información, comuníquese con:

Title IX Coordinator/504 Coordinator
3801 S. Central Avenue
Cicero, IL 60804
(708) 656-8000, Ext. 2298

SEX OFFENDER REGISTRATION STATEMENT

Pursuant to applicable state and federal laws pertaining to sex offender registration, sex offenders who by law must register with law enforcement officials who are students and/or employees of Morton College must also register with the Morton College Campus Police Department. The Morton College Campus Police Department is a keeper of information regarding registered sex offenders who are Morton College students and/or employees. Please direct all inquiries regarding information about said registered sex offenders, to Frank Marzullo, Vice President of Administrative Services.

MORTON COLLEGE
3801 S. Central Avenue
Cicero, Illinois 60804-4398

(708) 656-8000
morton.edu



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