STAFF DIRECTORY
MEET OUR P3 TEAM

ADMINISTRATIVE STAFF

MAXIE S. FLORES
Administrative Services Manager
mflores4@utep.edu

GEORGINA GONZALEZ
Administrative Services Coordinator
ggonzalez17@utep.edu

LILLIAN J. GARCIA
Accountant I
ggonzalez17@utep.edu

YOLANDA LIRA
Account Specialist I
ylira2@utep.edu

ELIZABETH A. PIÑON
Account Specialist I
eapinon@utep.edu

GEORGINA GONZALEZ
Administrative Services Coordinator
ggonzalez17@utep.edu

COMMUNITY ENRICHMENT PROGRAMS FOR ADULTS & YOUTH

LILIANA OAXACA
Program Manager
loaxaca@utep.edu

MIRJANA BABIC
Program Coordinator
mbabic@utep.edu

SYLVIA MONSISVAIS
Program Coordinator
smonsisvais@utep.edu

ENGLISH LANGUAGE INSTITUTE

GOVINDASAMY PARTHIBAN
Program Manager
gparthiban@utep.edu

CLAUDIA CORNEJO
Program Coordinator
ccornejo@utep.edu

GRAPHICS AND MARKETING

LILIANA CARBAJAL
LIZETTE AGUILERA
LYNETTE NEVAREZ-URIAS
MARIANA TORRES
MIGUEL LOPEZ
NAYELIE TORRES
NICHOLAS VILLARREAL
RICK RODRIGUEZ
STEPHANIE BALDERAS

P3 STUDENT ASSISTANTS

ANNMARIE DE LA ROSA
ARIANA CAMPOS
CECILY L. PIÑON
DAVID J. PARADIS
GERMAN A. GARAY
JAZMIN HERNANDEZ
KARLA CHAVEZ
KIMBERLY BALDERAS
KIMBERLY MARTINEZ

LILIANA CARBAJAL
LIZETTE AGUILERA
LYNETTE NEVAREZ-URIAS
MARIANA TORRES
MIGUEL LOPEZ
NAYELIE TORRES
NICHOLAS VILLARREAL
RICK RODRIGUEZ
STEPHANIE BALDERAS

P3 TEACHER ASSISTANT

ANTEISTA BANUELOS

WE’RE MOVING
BUT NOT TOO FAR!

STAY TUNED TO OUR P3 FACEBOOK OR VISIT US AT PPP.UTEP.EDU FOR UPDATES ON OUR OFFICE RELOCATION.
THIS SPRING
DISCOVER THE MINER IN YOU AT P3!

Explore our Super Saturdays One-Day Camps and Mini Miner Mania Spring Break Camps.

Now that the weekend is here, your kids will need something to do. Why not bring them to UTEP for P3’s Super Saturdays One-Day Camps? They will get the opportunity to spend the day on campus, participating in a variety of age-appropriate activities. There are many topics to choose from and the camps run from 9 a.m. to 1 p.m. or 9 a.m. to 4 p.m.

Join us for a fun, hands-on, educational one-day camp to get ahead of the game in school. Our camps provide an exciting weekend addition to keep your kids busy and engaged.

Here are a couple of the Super Saturday One-Day Camps offered for this spring 2017 session:
- Empowering Youth - Skill Development Camp (Ages 11-15) NEW – March 3
- Chemistry Kids! (Ages 6-12) – March 10
- Start-Up for Kidz - Business World in a Day (Ages 6-12) – March 17
- Mini Medical School! (Ages 6-12) – March 24
- Discovering Drawing (Ages 8-12) – April 21
- Space Invaders! (Ages 6-12) – May 5

To view a complete selection of Super Saturday One-Day camps, go to page 34.

Here are a few of the Mini Miner Mania Spring Break Camps offered for this spring 2017 session (starting on March 12):
- Mini Art Explorers (Grades 1-2)
- Virtual Reality: Creating your Own Virtual World for Youth (Grades 3-5) NEW
- Swimming Classes - Beginner, Intermediate & Advanced (Grades 3-12)
- Math, Phonics and Art Fun (Grades Pre-K & Kinder)
- French Camp (Grades 3-5) NEW
- Teen Spotlight Theatre Camp (Grades 6-8)
- Engineering Amazing Race (Ages 10-14) NEW
- SAT Math Preparation (Grades 9-12)

For more information about our Spring Break camps, go to pages 35 and 36.

For registration assistance, call us at (915) 747-5142 or visit ppp.utep.edu.

Our P3 Spring youth camps are limited in size, and spaces are assigned on a first-come, first-serve basis. Grade-level requirements are given in terms of the grade the student entered this last Fall 2017 session.

Camps are subject to cancellation due to insufficient enrollment.

Professional and Public Programs (P3) is a proud part of the University of Texas at El Paso family, and as such, is always looking for opportunities to provide support to the University’s student body.

For this Spring session, P3 provided the opportunity to design the cover pages for the Spring 2018 Course Catalog to one of our former P3 undergraduate student assistants.

P3 would like to give our appreciation to Lizette Aguilera Macedo (UTEP Alumni and Fall 2017 graduate, with a BA in Marketing and a BFA in Graphic Design), whose cover design is featured on this edition of our course catalog.

We wish her a successful professional career and thank her for the tremendous service she provided to both the English Language Institute and Marketing Department over the last 4 years.

GO MINERS!
# TABLE OF CONTENTS

## CORPORATE CUSTOMIZED TRAINING  . . . 7

## CBT–GENERAL INFORMATION  . . . . 8

## CORPORATE BUSINESS AND TRAINING  . . . . 9-15

### Environmental - OSHA  . . . . 9
- OSHA 521 – Guide to Industrial Hygiene
- OSHA 3095 – Electrical Standards
- OSHA 2045 – Machinery and Machine Guarding Standards
- OSHA 2015 – Hazardous Materials
- OSHA 501 – Trainer Course in OSHA Standards for General Industry

### Fitness and Health  . . . . 10-11
- FREE Information Seminar: Personal Fitness Trainer Certification
- FREE Information Webinar: Personal Fitness Trainer Certification
- Live Course: Personal Fitness Trainer Certification
- Online Course: Hybrid/Blended Certified Personal Trainer - NEW
- Pharmacy Technician Training with Externship - NEW
- Medical Billing and Coding Program - NEW
- Clinical Medical Assistant with Clinical Externship - NEW

### Human Resources  . . . . 11
- SHRM-CP/SHRM-SCP Exam Preparation Program
- Essentials of Human Resources

### Lean Six Sigma/Project Management  . . . . 11
- Lean Six Sigma White Belt
- Lean Six Sigma Yellow Belt
- Lean Six Sigma Green Belt

### Legal  . . . . 13
- Paralegal Certificate Course

### Project Management  . . . . 13
- FREE Informational Seminar: A Guide to Project Management and Lean Six Sigma Series
- Project Management Professional Certificate

### Skilled Professional Series  . . . . 13-15
- The Mindset for Small Business Success
- Follow-up Like a Boss
- Passing the Baton... Succession Management
- Clear, Confident & Compelling: Communication Strategies for Women in Business - NEW
- Entrepreneurial Leadership for Small Business Growth
- Creating High Performance Teams (HPT)
- Supervisory Skills... A Work in Progress
- Kaizen Workshop
- Enhance Your Oratory Skills
- ÜBER Customer Service - The Business Measurement to Service Excellence - NEW
- Diplomacy & Tact... Conquering Your Negotiation Skills
- Design for 3D Printing - NEW

### ONLINE COURSES  . . . . 16-17
- Career Step Online Education and Training Solutions
- Ed2Go Enrichment Courses
- Ed2Go Certificate Courses
- Edu2.com
- JER Online Workforce Certificates and Courses
- The Center for Legal Studies (CLS)
- W.I.T.S. Educational Excellence for Fitness Professionals
- VESi – Virtual Education Software Continuing Education for Teachers

### LANGUAGE & CULTURAL STUDIES  . . . . 18-20

#### LANGUAGES  . . . . 18

- **Arabic**  . . . . 18
  - Conversational Arabic I & II

- **Chinese**  . . . . 18-19
  - Introductory Chinese
  - Fundamental Chinese I
  - Fundamental Chinese II
  - Intermediate Chinese
  - Mandarin Chinese

- **French**  . . . . 19
  - Basic French and Culture

- **German**  . . . . 19
  - Conversational German
  - Conversational German: Level II

- **Italian**  . . . . 19
  - Conversational Italian: Basic - NEW
  - Conversational Italian: Intermediate - NEW
  - Conversational Italian: Advanced - NEW

- **Japanese**  . . . . 19
  - Japanese for Beginners: Level A, B, and C - NEW
  - Japanese (Intermediate): Level A and B - NEW

- **Korean**  . . . . 19
  - Basic Korean

- **Polish**  . . . . 19
  - ABC of Polish Language and Culture

- **Portuguese**  . . . . 19
  - Conversational Portuguese for Beginners
  - Conversational Portuguese for Upper Beginners - NEW

- **Sign Language**  . . . . 20
  - Sign Language

- **Spanish**  . . . . 20
  - Conversational Spanish I, II and III
  - Spanish I and II

- **Languages for Youth**  . . . . 20
  - Mandarin Chinese for Youth (Grades 3-8)
  - French Camp (Grades 3-5) - NEW
  - Spanish for Youth (Grades 1-2)
  - Introduction to Japanese (Ages 8-14)

### ENGLISH LANGUAGE INSTITUTE  . . . . 21-24

#### ELI Core Program  . . . . 22
- ELI: Intensive English Program - Spring I & II
- TOEFL iBT Preparation Course (Internet-based Test)

#### Core – Afternoon  . . . . 23
- ELI: Intensive English Conversation - Level I to V
- TOEFL iBT Preparation Course (Internet-based Test)

#### Evening  . . . . 23-24
- ELI: Intensive English Program Spring I 2018 - Basic

#### English for Academic Purposes  . . . . 24
- English for Academic Purposes: Level I & II
- English Conversation: Level I, II & III
- English Exchange
- Grammar - Elements of Sentences
- Pronunciation of English & Accent Reduction: Level I, II & III
- Social Conversation 101
- TOEFL iBT Preparation Course (Internet-based Test) Spring I & II 2018

#### Weekend  . . . . 24
- ELI - Academic Listening and Note Taking
- ELI - Intensive English Conversation
- ELI - Intensive English Program
- ELI - Learn English through Music and Song
- ELI - Focus on Business English
- ELI - Practical English Writing
- Grammar - Elements of Sentences
- TOEFL iBT Preparation (Internet-based Test)

### COMMUNITY ENRICHMENT

#### ADULTS  . . . . 25-30

- **Aquatics**  . . . . 25
  - Swimming Classes: Beginner and Intermediate - NEW
Strokes and Endurance - NEW
Triathlon Class
Water Aerobics
Adult Swimming and Conditioning
Swimming Classes: Beginner, Intermediate & Advanced

Art ........................................... 25
Introduction to Drawing
Intermediate Drawing - NEW

Cooking ..................................... 26
French Cuisine - Cook for Pleasure! - UPDATED
Make Authentic Italian Pizza - UPDATED
The Art of Homemade Italian Pasta - UPDATED
Cupcakes Galore

Crafts and Hobbies ..................... 27
Introduction to Jewelry Beading - NEW
Introduction to Sewing - NEW
Tasting Wine (Ages 21 & older)
Intermediate Sewing: Level I - NEW
Intermediate Sewing: Level II - NEW

Fit 4 Life .................................. 26-27
Circuit Training
Ultra Strength and Conditioning Fitness
Kendo, Iaido and Japanese Swordsmanship
Pilates - BILINGUAL
BOOT CAMP - Strengh Training for Everyone
Boxing and Conditioning
Kickboxing - 45 Minutes’ Workout
Spinning
Low Impact Zumba Class - UPDATED
Jiu Jitsu - NEW
Triathlon Class
Golf for Adults - OFF CAMPUS

Health and Wellness ..................... 28
T’ai Chi Chuan
Yoga
Cardio T’ai Chi and Weight Loss
Yoga & Weight Loss
Reflexology
Flow Yoga - NEW
Improve Your Health 15 Minutes a Day! - NEW
Introduction to Meditation and Mindfulness Techniques - NEW
Empowerment Health & Wellness: Education Training Program - NEW

Money Matters ............................ 28-29
The Millionaire Mind Set
Building Your Financial Portfolio on $25 a Month (Or Less) - NEW

Music, Dance and Theatre .............. 29
Piano Performance - Level I
Classic Guitar - UPDATED
Silver Salsa! - NEW
Violin Class - Level I
The Art of Close Up Magic - NEW
Belly Dance Love & Workout - NEW
Learn How to Play Guitar - UPDATED

Personal and Professional Enhancement .... 29
CPR and First Aid Certification
Destroying the Glass Ceiling - NEW
The Art of Public Speaking - NEW

Photography .............................. 29-30
Portrait Photography - UPDATED
Introduction to Digital Photography and Photoshop Foundations of Photography
Introduction to Photoshop Intermediate Photoshop Advanced Digital Photography

Reading and Writing ..................... 30
How to Proofread and Edit Your Own Work - NEW
How to Keep the Reader's Interest - NEW
Understanding Copyright
Narrative Poetry - NEW
Preserving Family Legends, Lore, and Legacies - NEW
Everything You Want to Know About Publishing
Avoiding the Pitfalls of Writing - UPDATED

Safety and Self-Defense .................. 30

COMMUNITY ENRICHMENT

YOUTH ...................................... 31-38

Aquatics .................................... 31
Tadpoles: Introduction Swimming Classes for 3 & 4 Year Olds (Must be accompanied by parent or guardian)
Frogs: Beginner to Intermediate Swimming Classes (Ages 4-7)
Dolphins: Beginner to Intermediate Swimming Classes (Ages 5-10)
 Stingrays: Intermediate to Advanced Swimming Classes (Ages 5-12)
Sharks: Advanced Swimming Class (Ages 9-17)
 Stingrays: Intermediate to Advanced Swimming Class (Ages 5-17)
Sea Lions: Stroke Skills Class (Ages 9-17)

Artistic Expression ...................... 31
Let's Get Craftin'! (Grades 1-2)
Pens, Pencils, n’ Paint (Grades 3-5)

Digital Technology ..................... 31-32
Electroning Game Design - Platform Games (Ages 7-14) - NEW
Engineering Sounds: Musical Adventures (Ages 4-6) - NEW
Kidz Tech - [Coding] (Grades 3-5)
Teens Tech - [Coding] (Grades 6-8)

Fitness Fun ................................. 32
Teen Empowerment Sports (Ages 11-14)
Youth Empowerment Sports (Ages 8-12)
Preparing for Basketball with Coach Samaniego - Recreational (Ages 8 to 11)
Tumbling (Ages 3 & 4)
Tumbling (Ages 5 & up)
Youth Boxing & Conditioning (Ages 11-17)
Golf for Juniors (Ages 7-12) - OFF CAMPUS
Jiu - Jitsu for Kids (Ages 6 to 12)
Preparing for Basketball with Coach Samaniego - Competitive (Ages 12 to 14) - NEW

Life Skills and Hobbies .................. 32
Babysitter Certification (Ages 11-17)

Mastering Math ........................... 32-33
Fundamental Math! (Grades K-2)
Improving Math Skills! (Grades 3-5)
Understanding Middle School Math (Grades 6-8)

Music, Dance and Theatre .............. 33
Children’s Theatre Class (Ages 5 to 7)
Intro to Guitar (Beginner) (Ages 6-11)
Intro to Guitar (Beginner) (Ages 12-17)
Teens’ Theatre Class (Ages 13-17)
Guitar II (Intermediate to Advance) (Ages 9-17)
Youth Theatre Class (Ages 8-12)

Reading .................................... 33
Analyzing the Structures of Reading (Grades 3-5)
Reading to Succeed (Grades K-2)
Reading & Writing Skills for Middle School (Grades 6-8)

Super Science ............................. 33
Engineering - Agent of Change (Ages 7-14) - NEW
Junior Engineering: Wings, Wheels & Sails (Ages 4-6) - NEW
Mini Veterinary School! (Ages 6-12)
Pop, Sizzle, Boom Science! (Ages 6-12)
Wacky Science Lab! (Ages 6-12)

Test Preparation .......................... 33
SAT Reading/Writing Preparation (Entering Grades 9-12)
SAT Math Preparation (Entering Grades 9-12)

Super Saturday
One-Day Camps ......................... 34-35

Mini Miner Mania
Spring Break Camps ..................... 35-37

Extended Care ............................ 37
Supervised Lunchtime Care ............ 37

GENERAL INFORMATION ............. 38
Are you looking for an experience that will make a difference in the lives of others?
Do you enjoy working with youth?
If you answered yes to both questions, then P3 has the summer job for you!

Our summer assistant positions require maturity, a good sense of judgment, positive energy, accountability and the ability to communicate with children and staff. Applicants should be flexible, friendly, & reliable.

For more information contact Socorro Herrera at 915-747-5142.

P3’s 12 Days of Giving*

Daily drawings happening between December 4th - 21st

Every post which you Like, Share, Comment & Retweet will enter you to win one of our daily drawings.

*Offer is only valid for daily Facebook posts and Twitter tweets. Winners will be notified via social media at the end of each workday and will only have 12 hours to reply and claim the giveaway. Prize giveaways will be ready for pick up at our offices at Kelly Hall, Suite 102.

Get a chance to win some of our daily fabulous prizes!

For more information call 915-747-5142 or visit us online at ppp.utep.edu.

JUST FOR YOU!

ENJOY APPRECIATION DAYS JANUARY 2-31

10% OFF ON US

Restrictions apply*

Enter promo code 18J4U

*All other Corporate & Business Training, English Language Institute Core Program, Aquatic (for youth and adults) and online courses are excluded. Cannot be applied to any other discounts. Discount only applies toward online registrations done between Tuesday, January 2nd at 9 a.m. and Wednesday, January 31st at 12 midnight MT.
CORPORATE CUSTOMIZED TRAINING
FOR BUSINESS AND INDUSTRIES

MAKE A PLAN
Invest in your company’s best asset, your employees.

PARTNER WITH OUR CORPORATE CUSTOMIZED TRAINING TEAM – WE TAKE A PERSONAL APPROACH.
Let our team of experts help your organization plan & design customized learning solutions that optimize performance & increase productivity and return on investment!

Professional and Public Programs “Corporate Customized Training” services will help you design key learning solutions and strategies to assure the success of your organization. We will take out the guesswork by developing result-driven content that meet your unique needs and align your employees’ skills with your business goals.

Expect focused, measurable results!

We are extremely flexible as our primary goal is to properly train your employees at your convenience.

We provide:
1. Needs analysis and assessment.
2. Curriculum design & development.
3. Instructional design & delivery.

Take a few minutes to share your training needs with us by completing our training needs assessment, available online at ppp.utep.edu.

Scroll down and click on CUSTOMIZED TRAINING.

Click on the “Assessment Survey” button, complete and submit.

CONTACT US TODAY TO START BUILDING A SOLUTION-BASED LEARNING EXPERIENCE!
CALL 915.747.6649
or contact:
Liliana Oaxaca, Program Manager
loaxaca@utep.edu

CORPORATE WELLNESS PROGRAM

The aim of the UTEP Professional & Public Programs (P3) Corporate Wellness Program is to help foster a healthier, happier, more productive and reliable workforce. We offer a flexible variety of classes and seminars, all of which can be held on-site at your workplace. Our pricing model is per participant and subscription-based; our customers find this model flexible, cost-effective and easy to implement. We will work closely with you to determine what best fits your needs and budget.

Our current offerings include:
1. Tai Chi offers corporate employees an effective, affordable, enjoyable way to manage stress. Tai Chi is moving meditation and its slow fluid movements are designed to increase the flow of energy leading to a relaxed mind and body capable of focusing on meeting goals with efficiency.
2. Yoga is another simple and effective way to promote physical activity and improve mental health. Research shows that when yoga is practiced at work, the physical, emotional and mental tension reducing techniques are immediately transferred to the workplace.
3. Workplace Wellness Seminars are becoming more and more popular. Adding a wellness seminar to your work day can help your employees improve their health and overall performance. Some topics include:
   • Workplace Nutrition
   • Eating Healthy
   • Workplace Stress Management

Contact:
Liliana Oaxaca, Program Manager
loaxaca@utep.edu

Or call 915.747.5142

register at ppp.utep.edu • 915.747.5142
REGISTRATION INFORMATION
By Phone: Call (915) 747-5142 Monday - Friday from 8 a.m. to 5 p.m.; Visa, MasterCard, American Express and Discover are accepted forms of payment.
Mail: Mail your registration form with a check, money order, credit card information, or purchase order to UTEP Professional and Public Programs; Kelly Hall, Suite 102; 500 West University Avenue; El Paso, TX 79968-0602. Please make checks payable to UTEP Online: Find the class you want and register securely online at www.ppp.utep.edu, 24 hours a day. For assistance, please call (915) 747-5142.
In Person: Visit our offices located at Kelly Hall, Suite 102, Monday - Friday from 8 a.m. to 5 p.m.
Early Registration: Early registration fees end two weeks prior to start of class date.

COURSE OFFERINGS & FEES
Professional and Public Programs is committed to offering quality programs at affordable prices. Course fees are based on an estimated minimum number of students. Professional and Public Programs is self-sustaining and course fees cover all expenses. No support is received from state or local taxes. All courses are prepaid courses.

CONFIRMING YOUR ENROLLMENT & COURSE LOCATION
When you enroll in a P3 course by phone, mail or online, you will receive a confirmation email; however, you may also request your confirmation be sent by mail. If you do not receive your enrollment confirmation within 48 hours of the course start date, please call (915) 747-5142 during office hours. If there are any changes to the class, you will be promptly notified.

SPECIAL ACCOMMODATIONS/NEEDS
If you have a disability and require special accommodations, please call (915) 747-5142. Please contact our office three weeks prior to start of a class.

COURSE CANCELLATION POLICY
In order to ensure courses reach their minimum number of participants, we highly recommend you register early. P3 reserves the right to cancel any class that does not meet the minimum enrollment required or in case of any unforeseen circumstances. Registrants will be notified of course cancellations by phone and e-mail. Refunds will be processed automatically for courses canceled by Professional and Public Programs. NOTE: P3 reserves the right to change the location, day, time and instructor.

PAYMENT OPTIONS FOR LIVE LECTURE COURSES
Professional and Public Programs (P3) has a new Pre-Payment Plan designed to make registration payments even easier for your educational needs. In order to utilize this payment service, you must first enroll in a P3 live course, either in person at 102 Kelly Hall (located on the UTEP Campus) or by phone at (915) 747-5142. This free payment plan will allow you to make payments up to 5 days before the course is scheduled to begin, allowing the course to be paid in full before the start date. Please note that any class not paid in full prior to the 5-day start date will incur a $25 processing fee and result in the participant being dropped from the class.

FINANCING OPTIONS
The Sallie Mae Smart Option Student Loan and other private loans are available for selected courses with registration fees greater than $500. These interest-free payment plans allow you to spread out the registration fees cost over the course duration. Plans are administered directly by Sallie Mae. Visit www.salliemae.com/00366198 for more information.

PRIVATE LOAN OPTIONS
Private student loans are not part of the federal student loan program and require a credit check. You may borrow from any lender you choose; however, some private loans are only eligible for credit courses and do not cover continuing education classes. Borrowing fees and coverage vary between lenders, so compare costs and choose the program that’s right for you.

THIRD PARTY BILLING
Professional and Public Programs will accept third party billing on behalf of a participant as a form of payment. The participant must submit a letter of credit from his/her employer, in which the employer agrees to make payment for the participant’s registration fees. The letter must state that the employer will make payment upon receipt of an invoice from P3. It must also state that payment is not contingent upon the participant’s course grades. Please contact (915) 747-5142 or ppp@utep.edu for more information.

MILITARY SPOUSE CAREER ADVANCEMENT ACCOUNT SCHOLARSHIP - MYCAA
The MyCAA Scholarship is a workforce development program that provides up to $4,000 of tuition assistance to eligible military spouses. P3 accepts MyCAA funding for approved live and online certificate courses. To ensure your eligibility for the MyCAA Scholarship, call a Spouse Education & Career Opportunities - SECO Career Counselor at 1 (800) 342-9647 or visit the MyCAA Spouse Portal online at https://aiportal.acf.mil/mycaa and provide the required Spouse Profile information. Click on UTEP to view your course options.

VOCATIONAL REHABILITATION FUNDING FOR DISABLED VETERANS (CH. 31)
The Department of Veterans Affairs offers funding for disabled Veterans with a disability of 10% or more. P3 accepts Vocational Rehabilitation Funding for approved live and online certificate courses. To begin the funding process, please visit www.ebenefits.va.gov and register with vonapp or contact your local Vocational Rehabilitation Employment Office. The El Paso/Las Cruces local office number is (915) 772-2195.
Inform your case manager you have chosen to take a UTEP certification course.
NOTE: Not all payment plan options are applicable to all courses.

ED2GO CERTIFICATE COURSES ONLY

REFUND POLICY
Refunds will be issued, minus a 15% cancellation fee per course, cost of materials, and/or lab fees, if a written request is faxed to (915) 747-5538, emailed, or mailed and received three business days prior to the first day of a scheduled course. Refund requests must include your name, daytime telephone number, and the course number or name. This policy applies to all registrations, regardless of the payment method. Phone requests will not be accepted for a refund.

Exceptions for refunds:
• There are no refunds for online courses.
• Other refund policies may apply to Conferences, Customized Training & Services, and other special programs.

NOTE: Please allow 2 to 3 weeks for processing of refunds. No refunds will be given on or after the first class meeting. A $25 fee will be charged for returned or canceled checks.

Send your request via:
E-mail: ppp@utep.edu
Fax: (915) 747–5538
Mail: UTEP Professional and Public Programs
500 West University Avenue
Kelly Hall, Suite 102
El Paso, TX 79968–0602

INCLIDENT WEATHER AND EMERGENCY POLICY
If UTEP is closed due to inclement weather or emergency situations, area radio and TV stations will make an announcement. P3 adheres to the assessment of University officials to close the campus. Please tune in to your local radio stations and TV news stations to learn of campus closures. P3 cannot guarantee that they can contact course participants when the campus is closed due to inclement weather or emergencies.
When in doubt, contact UTEP Police at (915) 747-5611; call P3 for announcements; or visit the UTEP website (www.utep.edu) or Facebook page. Refunds cannot be issued under this policy, but P3 will make every effort to make up canceled courses, on a case-by-case basis.
OSHA 3095
**ELECTRICAL STANDARDS**
(2.6 CEUs / 26 HOURS)

This course covers OSHA Electrical Standards and the hazards associated with electrical installations and equipment. Course topics include single-and three-phase systems, cord-and plug-connected and fixed equipment, grounding, ground fault circuit interrupters, and safety-related work practices. Emphasis is placed on electrical hazard recognition and OSHA Standards, policies, and procedures and applicable portions of the National Electrical Code (NEC). Students will participate in workshops on the safe and correct use of electrical testing equipment.

**18PPOS3095**
Meetings: 4
2/6 – 2/9
T, W and Th 8 a.m. to 5 p.m.
F 8 a.m. to 12 N
Registration Fee: $595

OSHA 501
**TRAINER COURSE IN OSHA STANDARDS FOR GENERAL INDUSTRY**
(3 CEUs / 30 HOURS)

This trainer course is designed for individuals interested in teaching the OSHA 10- or 30-hour General Industry safety and health Outreach training program to their employees and other interested groups. Using the OSHA General Industry Standards as a guide, special emphasis is placed on those topics required in the 10-and 30-hour programs as well as those which are most hazardous. Students are briefed on effective instructional approaches and use of visual aids and handouts. This course allows the student to become a trainer in the OSHA Outreach Training Program, to conduct both 10-and 30-hour General Industry Outreach classes, and to issue cards to participants after verifying course completion.

**Prerequisites:**
- Completion of the OSHA #511 - Standards for General Industry (copy of completion certificate required).
- Five (5) years of general industry safety and health experience. A degree in occupational safety and health, a Certified Safety Professional (CSP) or a Certified Industrial Hygienist (CIH) designation may be substituted for two (2) years of work related experience. Experience must be documented on the Prerequisite Verification Form and submitted to our office 7 business days prior to the class:

**Email:** OSHA@uta.edu
**Fax:** (817) 272-2556
**Mail:** The University of Texas at Arlington
OSHA Training Institute Education Center
140 West Mitchell Street, Box 19197
Arlington, TX 76019

**18PPOS501**
Meetings: 4
5/8 – 5/11
T, W, Th and F 8 a.m. to 5 p.m.
Registration Fee: $695
**FREE INFORMATIONAL WEBINAR:**
PERSONAL FITNESS TRAINER CERTIFICATION
(0 CEUs / 1 HOUR)

Want to learn more about the Personal Fitness Trainer Certification Course? Join our live webinar and talk with a veteran instructor about the course industry. Can’t make the date/time? Register anyway and we will send you a recording once it is complete.

18PPT1000  Meetings: 1
2/1  Th 10 a.m.
Registration Fee:  FREE
Registration Website:  
http://tinyurl.com/Orientation-2-18

**PERSONAL FITNESS TRAINER CERTIFICATION**
(3 CEUs / 30 HOURS)

Certified Personal Trainer – LIVE COURSE

Become a successful Certified Personal Trainer with an option to complete an employer internship that can walk you into jobs! This challenging course is for candidates wanting live instruction with in-depth, hands-on practical lab to master the essential career skills and knowledge. Learn key topics like biomechanics, exercise physiology, fitness testing, equipment usage, health assessment and hands-on practical training labs with role playing drills on assessing clients, programming, performing proper exercises, presentation skills and more.

**Level 1** - Certified Personal Trainer Certificate - Proof of CPR/AED needed to obtain certificate.
**Level 2** - Advanced Level 2 Certified Personal Trainer Certificate - 30 hour employer internship included at no additional cost to receive certificate.

A textbook is required and not included in the course fee. Please call (888) 330-9487 or visit www.witseducation.com to order and start reading.

**Note:** CPR-Automated External Defibrillator certification is required to receive the certificate.

18PPT2000  Meetings: 8
2/3 – 3/24  Sa 9 a.m. to 4 p.m.
No class on 3/17 – Spring Break
Early Registration Fee: $685
Registration Fee: $699

**ONLINE COURSE:**
HYBRID/BLENDED CERTIFIED PERSONAL TRAINER
(3 CEUs / 30 HOURS)

Get all the information needed to start an exciting fitness career & become a Certified Personal Trainer. The hands on practical labs are still with a veteran LIVE teacher while the mentored lectures are on 10 minute video clips and compiled with quizzes, discussion boards and more to master the information. Topics will include exercise physiology, kinesiology and more. This unique course will help you experience and master the essential career hands on skills at a local fitness center as part of this collegiate program.

A **FREE exam voucher** to test for the **Level 1 Certified Personal Trainer** and **FREE Digital Badge** (credential distinction) is included.

A textbook is required and not included in the course fee. Please call (888) 330-9487 or visit www.witseducation.com to order and start reading.

**Note:** CPR-Automated External Defibrillator certification is required to receive the certificate.

18PPT2002  Meetings: 8
2/3 – 3/24  Curriculum is online
No class on 3/17 – Spring Break
Early Registration Fee: $685
Registration Fee: $699

---

**FREE INFORMATIONAL SEMINAR:**
PERSONAL FITNESS TRAINER CERTIFICATION
(0 CEUs / 1 HOUR)

Want to learn more about the Personal Fitness Trainer Certification Course? Join our live webinar and talk with a veteran instructor about the course industry. Can’t make the date/time? Register anyway and we will send you a recording once it is complete.

18PPT1001  Meetings: 1
1/25  Th 6 p.m.
Registration Fee:  FREE

---

**EVER THINK ABOUT HOW LEADERSHIP IMPACTS YOUR WORKFORCE?**

For more information about our Skilled Professional Series and Leadership Development, go to pages 13 to 15.

---

**STAY CONNECTED**

facebook.com/ppp.utep
twitter.com/utepp3
UTEP P3 Professional & Public Programs

Share your experience with us.

We appreciate hearing about your experience with our courses, tell us your story through our social media channels.
MEDICAL BILLING AND CODING PROGRAM
(8 CEUs / 80 HOURS)

This combined 80 hour billing and coding course offers the skills needed to solve insurance billing problems, how to manually file claims (using the CPT and ICD-10 manual), complete common insurance forms, trace delinquent claims, appeal denied claims and use generic forms to streamline billing procedures. The course covers the following areas: CPT (Introduction, Guidelines, Evaluation and Management), specialty fields (such as surgery, radiology and laboratory), ICD-10 (Introduction and Guidelines) and basic claims processes for medical insurance and third party reimbursements. Students will learn how to find the service and codes using manuals, (CPT, ICD-10 and HCPCS).

Note: Upon successful completion of this program, students would be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination.

18PPHC6001 Meetings: 24
3/5 – 5/16 M and W 6 to 9:30 p.m.
Sa (4/7 and 5/5) 9 a.m. to 3 p.m.
No class on 3/26 and 3/28
Early Registration Fee: $1899
Registration Fee: $1999

MEDICAL BILLING AND CODING PROGRAM
(8 CEUs / 80 HOURS)

This combined 80 hour billing and coding course offers the skills needed to solve insurance billing problems, how to manually file claims (using the CPT and ICD-10 manual), complete common insurance forms, trace delinquent claims, appeal denied claims and use generic forms to streamline billing procedures. The course covers the following areas: CPT (Introduction, Guidelines, Evaluation and Management), specialty fields (such as surgery, radiology and laboratory), ICD-10 (Introduction and Guidelines) and basic claims processes for medical insurance and third party reimbursements. Students will learn how to find the service and codes using manuals, (CPT, ICD-10 and HCPCS).

Note: Upon successful completion of this program, students would be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination.

18PPHC6001 Meetings: 24
3/5 – 5/16 M and W 6 to 9:30 p.m.
Sa (4/7 and 5/5) 9 a.m. to 3 p.m.
No class on 3/26 and 3/28
Early Registration Fee: $1899
Registration Fee: $1999

PHARMACY TECHNICIAN PROGRAM
WITH CLINICAL EXTERNSHIP
(8 CEUs / 80 HOURS)

This comprehensive 80 hour program will prepare students to work in retail or other pharmacy-related settings, and take the Pharmacy Technician Certification Board’s (PTCB) exam. Course content includes pharmacy medical terminology, the history of pharmacy, pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions, and defining drugs (by generic and brand names). Through classroom lecture and hands-on labs, students will review dosage calculations, drug classifications, the “top 200 drugs,” l.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parental nutrition (TPN), dispensing of prescriptions, inventory control, billing and reimbursement.

Note: Textbooks are included in the fee for this course.

18PPHC4001 Meetings: 23
3/5 – 5/30 M and W 6 to 9:30 p.m.
No class on 3/26, 3/28 and 5/28
Early Registration Fee: $1899
Registration Fee: $1999

PHARMACY TECHNICIAN PROGRAM
WITH CLINICAL EXTERNSHIP
(8 CEUs / 80 HOURS)

This comprehensive 80 hour program will prepare students to work in retail or other pharmacy-related settings, and take the Pharmacy Technician Certification Board’s (PTCB) exam. Course content includes pharmacy medical terminology, the history of pharmacy, pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions, and defining drugs (by generic and brand names). Through classroom lecture and hands-on labs, students will review dosage calculations, drug classifications, the “top 200 drugs,” l.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parental nutrition (TPN), dispensing of prescriptions, inventory control, billing and reimbursement.

Note: Textbooks are included in the fee for this course.

18PPHC4001 Meetings: 23
3/5 – 5/30 M and W 6 to 9:30 p.m.
No class on 3/26, 3/28 and 5/28
Early Registration Fee: $1899
Registration Fee: $1999

CLINICAL MEDICAL ASSISTANT
WITH CLINICAL EXTERNSHIP
(14 CEUs / 140 HOURS)

This program is intended for students who want to prepare for an exciting, challenging and rewarding career in healthcare. This program will train students to assist physicians by performing functions related to the clinical responsibilities of a medical office. Instruction includes, among other things, preparing patients for examination and treatment, routine laboratory procedures, diagnostic testing, technical aspects of phlebotomy and the cardiac life cycle. Students will review important topics including phlebotomy, pharmacology, the proper use and administration of medications, taking and documenting vital signs, cardiology including proper lead placements, a professional workplace behavior, ethics and the legal aspects of healthcare. This program includes 140 hours of classroom lecture and hands on labs and a clinical externship opportunity at a local healthcare provider. To be eligible for the clinical rotation, students must successfully complete the 140 hour program, submit to a thorough background check, drug screening and meet other requirements.

Note: Upon successful completion of this program, students would be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination.

18PPHC5001 Meetings: 36
3/6 – 6/14 T and Th 6 to 9:30 p.m.
Alternative - Sa 9 a.m. to 4:30 p.m.
No class on 3/13 and 3/15
Early Registration Fee: $2599
Registration Fee: $2799

WE’RE MOVING TO MEMORIAL GYM
Stay tuned to our social media channels or visit us at ppp.utep.edu for updates on our office relocation.
LEARN SIX SIGMA EXAM PREPARATION PROGRAM

(5.2 CEUs / 52 HOURS)

This class gives human resource (HR) practitioners an effective review of the HR body of knowledge on which the SHRM-CP (Certified Professional) and SHRM-SCP (Senior Certified Professional) examinations are based. This intensive review course will help participants prepare for the content areas covered on the Society for Human Resource Management (SHRM) exam.

Note: Textbooks are included in the fee for this course.

Certificate of Completion: If you have any questions regarding the SHRM-CP and SHRM-SCP exams, please visit www.shrm.org or call SHRM at 1(800) 283-7476.

18PPHR3007
Meetings: 13
2/3 – 5/12
Sa 9 a.m. to 1 p.m.
Early Registration Fee: $1200
Registration Fee: $1300

ESSENTIALS OF HUMAN RESOURCES

(1.5 CEUs / 15 HOURS)

The SHRM Essentials of Human Resources is an introductory course offering a comprehensive overview of the key aspects of Human Resources (HR). It gives participants foundational knowledge and introduces them to behavioral competencies that are essential for business success. It is ideal for those who are just starting out in HR profession, performing HR duties, or are looking for an effective way to boost their employee-management skills. In addition, the following topics will be discussed: Talent Acquisition, Total Rewards, Learning and Development, Performance Management, and Employment Law.

Note: Textbooks are included in the fee for this course.

18PPHR1000
Meetings: 5
2/10 – 3/10
Sa 9 a.m. to 12 N
Early Registration Fee: $550
Registration Fee: $575

LEARN SIX SIGMA

Lean Six Sigma (LSS) is a proven business management strategy that helps organizations operate more efficiently. It combines the Lean 14 principles for reducing waste and increasing performance, with Six Sigma tools and techniques for improving and sustaining quality.

Note: The sequence of leveled belt courses (White, Yellow and Green) increase in difficulty as you progress through them. Graduates will receive a certificate at the end of each course level.

LEARN SIX SIGMA WHITE BELT

(0.6 CEUs / 6 HOURS)

Participants will gain an overview of the Lean 14 Principles based on the Toyota Production System, and the Six Sigma Methodology based on The Six Sigma Handbook. At the completion of this course, graduates will receive an LSS White Belt Certificate.

18PPM3201
Meetings: 1
2/24
Sa 9 a.m. to 4 p.m.
Early Registration Fee: $199
Registration Fee: $225

LEARN SIX SIGMA YELLOW BELT

(1.2 CEUs / 12 HOURS)

Gain a more comprehensive understanding of the Lean 14 Principles, based on the Toyota Production System, and Six Sigma DMAIC Methodology. Students will gain exposure to problem identification and solution techniques. Lean and Six Sigma (LSS) places an emphasis on integrated continuous improvement environment. At the completion of this course, graduates will receive an LSS Yellow Belt Certificate.

18PPM4201
Meetings: 2
3/3 – 3/10
Sa 9 a.m. to 4 p.m.
Early Registration Fee: $399
Registration Fee: $425

LEARN SIX SIGMA GREEN BELT

(4.2 CEUs / 42 HOURS)

This intensive course provides participants with an in-depth knowledge of the Lean 14 Principles based on the Toyota Production System, and the Six Sigma Methodology based on The Six Sigma Handbook. The prescriptive DMAIC steps will give students in tools and knowledge in improving quality speed and complexity in business operations. Students will engage in hands-on projects, discussions and examples, which enhance the curriculum provided in the course.

Note: Textbooks are included in the fee for this course.

18PPM5005
Meetings: 7
4/7 – 5/19
Sa 9 a.m. to 4 p.m.
Early Registration Fee: $1200
Registration Fee: $1300

This course provided me with an amazing understanding of the tools available to improve processes at work... this was time well spent.

- Sergio, former Corporate and Business Training Lean Six Sigma Yellow Belt student
LEGAL
The following course is in partnership with:

PARALEGAL CERTIFICATE COURSE
(8.4 CEUs / 84 HOURS)

This intensive, nationally acclaimed program is designed for beginning as well as advanced legal workers. Train to interview witnesses, investigate complex fact patterns, research the law, prepare legal documents and assist in preparing cases for courtroom litigation. There are no prerequisites to take the course. This program will help improve office efficiency, productivity, billable hours and new marketable job skills.

Note: Textbooks are not included. All textbooks and resources, including WESTLAW access, are available for separate purchase from The Center for Legal Studies by calling 1 (800) 522-7737 or by using the secure online order form at www.legalstudies.com.

PROJECT MANAGEMENT

FREE INFORMATIONAL SEMINAR:
A GUIDE TO PROJECT MANAGEMENT AND LEAN SIX SIGMA SERIES
(0 CEUs / 3 HOURS)

This seminar highlights the need for one to develop project management knowledge/skills for optimum business results. This free seminar focuses on the Project Management Professional (PMP) baseline, UTEP’s Lean Six Sigma (LSS) program, Lean 14 Principals and the Six Sigma DMAIC Methodology.

Discount: Students who attend will receive $25 off the White and Yellow Belt courses, $50 off the Green Belt course and $50 off the Project Management Professional Certificate class.

Note: To have discount applied, please register by calling (915) 747-5142.

PROJECT MANAGEMENT PROFESSIONAL CERTIFICATE
(5.4 CEUs / 54 HOURS)

Project management is a highly competitive profession that requires a high level of expertise, recognized credentials and utilization of proven best practices in the work environment. Learn the core competencies while preparing for The Project Management Institute (PMI®) certification exam. This is the number one choice for government agencies, colleges and universities in the U.S. This course teaches the five process groups and ten knowledge areas of PMBOK®, 5th edition (PMI code of ethics and professional conduct), while also reviewing general management topics.

This course qualifies you for the 35 training contact credit hours requirement necessary to register for the PMI® Certified Associate Program Management (CAPM), Project Management Professional (PMP) exam, toward maintaining your current PMI® PMP certification, and/or for experienced project managers wanting to brush up on their education.

Note: Textbooks are included in the fee for this course.

SKILLED PROFESSIONAL SERIES

THE MINDSET FOR SMALL BUSINESS SUCCESS
(1.2 CEUs / 12 HOURS)

This course will review concepts of business growth that will give entrepreneurs a critical perspective in operating a business. It will also highlight models of systems, as well as areas where the business owner’s focus can be placed to reduce chaos, and bring order and harmony to their growing business. In addition, roles of the entrepreneur, manager and technician will be distinguished. The course will present models of systems so that owners can grow their own systems with confidence.

Note: Textbooks are included in the fee for this course.

INSTRUCTORS NEEDED!
Professional and Public Programs is always looking for qualified and enthusiastic educators who can teach our corporate and business training courses. For more information, contact our Corporate & Business Training Program Manager at 915-747-6649.
I was presented with techniques to optimize my communication skills...These tools have enhanced my ability to better develop and present proposals, relay important information, delegate work in a manner that is more efficient...and contribute towards a positive dynamic of the work place.

- Sergio, former Corporate and Business Training Supervisory Skills workshop student
DIPLOMACY & TACT… CONQUERING YOUR NEGOTIATION SKILLS

(0.6 CEUs / 6 HOURS)

Learn to identify the five key elements regarding negotiation skills. Additionally, learn how to deal with tough negotiators, protect yourself from hidden pressures, and ultimately, develop your ability to obtain a successful negotiation.

18PPPD2015 Meetings: 1
5/11 F 9 a.m. to 4 p.m.
Registration Fee: $125

TECHNOLOGY

DESIGN FOR 3D PRINTING

(1.5 CEUs / 15 HOURS) NEW

Do you own a desktop 3D printer? Are you looking to buy or use one? Desktop 3D printers are a great tool for students, entrepreneurs, and hobbyists to create unique products. Through this course, students will learn the guidelines of design for 3D printing in order to maximize their creativity and potential. Students will learn about 2 of the most utilized 3D printing technologies in the market; stereolithography (SL) and fused deposition modeling (FDM).

Note: For more information about this course, please call (915) 747-5142.

18PPTC1001 Meetings: 5
2/3 – 3/3 Sa 9 a.m. to 12 N
Registration Fee: $300
ED2GO ENRICHMENT COURSES AND CERTIFICATE COURSES

In partnership with P3, Ed2go offers over 300 hundred online courses in sought after skills. Professional development and personal enrichment courses will be led by instructors in an interactive learning environment. Enhance your skills with courses that start monthly and span a convenient 6-12 week format. Prices start as low as $89.

Register for courses today in the areas of:

- Accounting Fundamentals
- Introduction to SQL
- Microsoft Excel
- Grammar Refresher
- A to Z Grant Writing
- Speed Spanish
- Project Management Fundamentals
- Beginning Writers Workshop
- Effective Business Writing
- Creating WordPress Websites
- Computer Skills for the Workplace
- Performing Payroll in QuickBooks
- Real Estate Law
- Money Management
- Learn to Buy and Sell on eBay
- Introduction to Google Analytics
- Photoshop CC for the Digital Photographer
- VISIT OUR WEBSITE FOR MORE COURSE OFFERINGS

Ed2go certification courses are offered in the following fields:

- Lean Six Sigma Green/Black Belt
- Healthcare
- Fitness
- Information Technology
- Software Development
- Media and Design
- Business
- Hospitality
- Skilled Trades
- Sustainable Energy
- VISIT OUR WEBSITE FOR MORE COURSE OFFERINGS

CAREER STEP ONLINE EDUCATION AND TRAINING SOLUTIONS

Professional and Public Programs at UTEP has partnered with Career Step to offer online training for in-demand careers. Tens of thousands of new jobs are expected in these career fields. Start training for a better future.

- Healthcare IT
- Pharmacy Technician with Healthcare Billing
- Pharmacy Technician with Healthcare Administration
- Pharmacy Technician with Healthcare Administration and Billing
- Medical Office Manager
- Professional Medical Coding and Billing with PCS
- Professional Medical Coding and Billing ICD-10
- Medical Transcription and Editing
- Medical Administrative Assistant with EHR
- Computer Technician
- Veterinary Assistant
- Pharmacy Technician
- Executive Assistant
- Medical Administrative Assistant
- Medical Billing
- ICD-10 for ICD-9 Coders

Programs offer open enrollment so you can get started now with an online curriculum that’s available 24/7 with unlimited instructor support, affordable tuition and payment plans. Call (915) 747-5142 or visit CareerStep.com/ppputep to get started. MyCAA applicants call 1 (800) 246-7837 ext. 8414.

Check out our course symbol key on next page. Visit our website at ppp.utep.edu for more online course offerings.


NEW
VIRTUAL EDUCATION SOFTWARE
CONTINUING EDUCATION FOR TEACHERS

VESi partners with accredited colleges and universities to provide interactive continuing education courses for teachers and higher education students. Rely on the expert instruction of e-learning to complete a degree, advance your career, or complete state re-licensure requirements.

Course topics include:
- Advanced Classroom Management
- Behavior is Language
- Child Abuse
- Early Childhood
- Typical & Atypical Development
- Educational Assessment
- Learning Disabilities
- Reading & Writing in Content Area
- Talented & Gifted
- Teaching Elementary Math

VISIT OUR WEBSITE FOR MORE COURSE OFFERINGS
ARABIC

Conversational Arabic I
This course is an introduction to modern standard Arabic, and as such, will focus on developing proficiency in formal spoken and standard written Arabic. This course will begin with learning sound systems, scripts, as well as cover a wide array of topics. Students will improve upon and develop their understanding of Arabic vocabulary, grammar, and general communicative competence.

18PLAA0000  |  Fee: $119  |  Meetings: 10
2/6 - 3/9  |  Tu and F 6 to 8 p.m.

Conversational Arabic II
Through this course, students will continue to develop all four major language building skills (speaking, reading, writing and listening), while adding in more complex structure and cultural backgrounds to be able to effectively communicate in real life situations. Students will also explore the differences between standard Arabic and some of the dialects used in different regions of the Arab world.

18PLAA0001  |  Fee: $119  |  Meetings: 10
3/19 - 4/19  |  M and Th 6 to 8 p.m.

CHINESE

NOTE: Returning students may call (915) 747-5142 to get your 5% discount.

Introductory Chinese
This course is a great opportunity to start learning Chinese (mandarin). Students will learn to speak elementary Chinese, including pronunciation, common greetings, how to read and write, and a few basic Chinese characters. Students will also be exposed to Chinese traditions and culture through cultural and academic activities.

Once a student (child age 5 to adults) is signed up for the program, maximum effort of participation and attendance is expected. Students who are older (18+) will be put in a separate section from those who are younger; this is not applicable to guardians who register with their child for the same class. In addition, students will be promoted to a higher level after one semester of study with satisfactory performance.

Prerequisite: Introductory Chinese or equivalent knowledge of Chinese (approved by the instructor).

18PLAC0001  |  Fee: $173  |  Meetings: 13
1/21 - 5/6  |  Su 9 a.m. to 12 N
Note: No class on 3/11, 3/18 and 4/1

Fundamental Chinese II
Students will progress in their understanding Chinese (mandarin), by engaging with it on a higher level. They will learn to speak Chinese, including pronunciation, common greetings, social etiquette and simple conversation. Students will also be exposed to Chinese traditions and culture through cultural and academic activities.

Once a student (child age 5 to adults) is signed up for the program, maximum effort, participation and attendance are expected. In addition, students will be promoted to a higher level after one semester of study with satisfactory performance.

Prerequisite: Fundamental Chinese I or equivalent knowledge of Chinese (approved by the instructor).

18PLAC0002  |  Fee: $173  |  Meetings: 13
1/21 - 5/6  |  Su 9 a.m. to 12 N
Note: No class on 3/11, 3/18 and 4/1

Intermediate Chinese
Students at this level should be comfortable in speaking to each other in Chinese. Through this course, they will learn more vocabulary and emphasis will be in reading and writing Chinese. Students will also be exposed to Chinese traditions and culture through cultural and academic activities.

Once a student (child age 5 to adults) is signed up for the program, maximum effort of participation and attendance is expected. In addition, students will be promoted to a higher level after one semester of study with satisfactory performance.

Prerequisite: Fundamental Chinese II or equivalent knowledge of Chinese (approved by the instructor).

18PLAC0003  |  Fee: $173  |  Meetings: 13
1/21 - 5/6  |  Su 9 a.m. to 12 N
Note: No class on 3/11, 3/18 and 4/1
Advanced Chinese
Students at this level should be fluent and speaking to each other in Chinese. Through this course, they will learn more vocabulary and emphasis will be in reading and writing Chinese. In addition, they will practice reading longer Chinese articles. Students will also be exposed to Chinese traditions and culture through cultural and academic activities. Once a student (child age 5 to adults) is signed up for the program, maximum effort of participation and attendance is expected. Students will be promoted to a higher level after one semester of study with a satisfactory performance.

Prerequisite: Intermediate Chinese or equivalent knowledge of Chinese (approved by the instructor).

Mandarin Chinese
The introductory course is designed for those with little to no previous Mandarin training. Students will learn basic communication skills in Mandarin, such as introducing yourself, engaging in casual conversation, making appointments and much more. Take your grammar to the next level and expand the amount of characters you can read and write through this interactive course!

FRENCH
Basic French and Culture
During this course, students will learn how to greet people, introduce themselves, express simple courtesies, order food in a restaurant and ask for directions. Additionally, students will learn the days, months, seasons, and how to tell time. French social and cultural topics will also be discussed.

GERMAN
Conversational German
This class is designed to familiarize students with simple sentence structures (applicable to real life situations), give participants the ability to engage in simple conversations, and will also provide the opportunity to learn about German culture.

Conversational German Level II
This course is a continuation of Conversational German Level 1. Students will expand upon their basic conversation skills to enhance their understanding of vocabulary, numbers, time, and other aspects of life, such as being able to describe yourself and situations around you.

ITALIAN
Conversational Italian: Basic
This fun introductory course explores Italian language, culture, customs and daily life. Because it is a foreign language course, students will be expected to commit a significant amount of effort in order to understand the course material.

Conversational Italian: Intermediate
Continue to build upon your enjoyment of the Italian language through this intermediate course. Students will further build upon their conversational skills, understanding of idiomatic expressions and verb tenses. In addition, students will be able to enjoy Italian films such as La Dolce Vita, as well as communicate in key Italian cities, such as Rome or Florence.

JAPANESE
Japanese for Beginners
In this intensive and highly interactive Japanese beginner course, students will learn the basics of the Japanese language (grammar, vocabulary and conversation topics), as well as explore various aspects of Japanese culture. As you progress in the Japanese language, you will be able to enroll in the three beginning levels of the language.

Japanese – Intermediate
In this intensive and highly interactive Japanese Intermediate course, students will learn the continuation of level ABCs of the Japanese language (grammar, vocabulary and conversation topics), as well as explore various aspects of Japanese culture. As you progress in the Japanese language, you will be able to enroll in the four intermediate levels of the language.

KOREAN
Basic Korean
This class is designed to teach basic reading, writing and conversational skills in Korean (Hangul) through the standard Seol dialect. This Korean program is designed to cover (in just one semester) the skills that are taught to native speakers (up to second grade). In addition, and emphasis is placed on learning about Korean culture, history, morality, and ethics.

POLISH
ABC of Polish Language and Culture
This course develops 3 abilities of communication for the Polish language: audition, speaking and reading. The students will develop their basic speaking and listening skills with indispensable vocabulary and conversational practice in everyday situations. This course also provides basic knowledge about Poland’s history and culture.

PORTUGUESE
Conversational Portuguese for Beginners
This course is an introductory course for students with little-to-no knowledge of the Portuguese language. It focuses on greetings, personal information, ordering food, shopping, introductory grammatical structures, as well as on Brazilian culture.

Conversational Portuguese for Upper Beginners
This Brazilian-portuguese course provides a foundation of the Portuguese language. It focuses on greetings, personal information, ordering food, shopping, introductory grammatical structures, as well as on Brazilian culture.
LANGUAGES

SIGN LANGUAGE
Sign Language
In this introductory sign language course, students will learn basic sign language elements, such as vocabulary, everyday greetings and numbers. In addition, they will practice essential vocabulary and phrases in order to communicate properly with basic signs.

Conversational Spanish I
This basic course will help students learn to converse in everyday Spanish in a very quick and easy manner. It pays special attention to the alphabet, pronunciation, vocabulary, basic grammar, expressions and much more.


18PLAN1210 | Fee: $80 | Meetings: 10
2/3 - 4/21 | Sa 10:45 a.m. to 12:15 p.m.
No class on 3/17 and 3/31

Conversational Spanish II
This course builds upon concepts learned in Conversational Spanish I, with a more in-depth focus on grammar, oral exercises, dialogues, idioms and expressions.


Prerequisite: Conversational Spanish I or equivalent knowledge of Spanish (approved by the instructor).

18PLAS2815 | Fee: $119 | Meetings: 10
2/5 – 3/7 | W and M 6 to 8 p.m.

Conversational Spanish III
This highly interactive course will help students increase their fluency and comprehension of Spanish by integrating the use of complex language structures, as well as by improving their ability to express more abstract concepts. By the end of the course, students should be able to speak at a high-intermediate level.


Prerequisite: Conversational Spanish II or equivalent knowledge of Spanish (approved by the instructor).

18PLAS2817 | Fee: $119 | Meetings: 10
4/25 – 5/30 | M and W 6 to 8 p.m.

Spanish I
This course is designed for students with no previous knowledge of Spanish. Students will learn basic grammar and vocabulary for everyday situations, together with some cultural aspects of the language. By the end of this course, students should be able to conduct brief conversations in Spanish.


18PLAS3014 | Fee: $119 | Meetings: 10
2/6 - 3/8 | Th and Tu 6 to 8 p.m.

Spanish II
This class is a continuation of Spanish I. Students will continue to work on reading, writing, listening and speaking, with a focus on idiomatic expressions, vocabulary building and verb tenses. Student participation is required and will consist of Spanish conversations in the present and past tense.


18PLAS3016 | Fee: $119 | Meetings: 10
3/20 - 4/19 | Tu and Th 6 to 8 p.m.

Spanish for You (AGES 6-8)
In this introductory course, students will learn basic Spanish language elements, such as vocabulary, phrases, and much more. In addition, students will learn how to communicate numbers, colors, shapes, days of the week and more.

18PLYS511A3 | Fee: $80 | Meetings: 5
3/12 - 3/16 | M, Tu, W and F 1 to 4 p.m.

CHINESE
Mandarin Chinese for You (AGES 8-14)
This elementary course is designed to help children with little to no previous understanding of the Mandarin language. Students will learn simple grammar, how to introduce themselves, and much more.

18PLYC13A4 | Fee: $80 | Meetings: 5
3/12 - 3/16 | M, Tu, W, Th and F 1 a.m. to 12 N

FRENCH
French Camp (AGES 8-14)
This class is designed to immerse students in French language and culture, through a series of interactive and fun activities. A focus will also be placed on enhancing the student’s reading, writing and listening skills.

18PLYF13P4 | Fee: $80 | Meetings: 5
3/12 - 3/16 | M, Tu, W, Th and F 1 to 4 p.m.

JAPANESE
Introduction to Japanese (AGES 8-14)
In this introductory course, students will learn the basics of the Japanese language, as well as explore Japanese culture.

18PLYJ0001 | Fee: $119 | Meetings: 5
2/3 - 4/21 | Sa 10 a.m. to 12 N
No class on 3/17 and 3/31

LANGUAGES AND CULTURE STUDIES

INSTRUCTORS NEEDED!
Professional and Public Programs is always looking for qualified and enthusiastic educators who can teach Language courses. For more information, contact our Community Enrichment Program Manager at 915-747-5106.
Through our optimal organization structure our students experience education in an environment that is “alive” with engagement and active learning. The English Language Institute’s courses are divided in the following categories:

**ENGLISH LANGUAGE INSTITUTE**

**CORE**
- ELI: Core Intensive English Program Spring I 2018 18PELI1000
- ELI: Core Intensive English Program Spring II 2018 18PELI1002
- TOEFL iBT Preparation Course (Internet-based Test) 18PELI3600 18PELI3602

**AFTERNOON CLASS**
- TOEFL iBT Preparation Course (Internet-based Test) 18PELI2TOEFL

**EVENING**
- Pronunciation of English and Accent Reduction Level I – 18PELI2810 Level II – 18PELI2811 Level III – 18PELI2812
- English for Academic Purposes (EAP) Level I – 18PELI1116 Level II – 18PELI1117
- English Conversation Level I – 18PELI2801 Level II – 18PELI2802 Level III – 18PELI2803
- Grammar – Elements of Sentences 18PELI1005
- TOEFL iBT Preparation Course (Internet-based Test) Spring I 2018 – 18PELI3601 Spring II 2018 – 18PELI3603
- Social Conversation 101 18PELI2901

**WEEKEND**
- ELI: Intensive English Conversation 18PELI4005
- Grammar – Elements of Sentences 18PELI1005
- TOEFL iBT Preparation Course (Internet-based Test) 18PELI3004
- ELI: Intensive English Program 18PELI4004
- ELI – Learn English through Music & Song 18PELI6002
- ELI – Academic Listening and Note Taking 18PELI1006
- ELI - Practical English Writing 18PELI9010
- ELI – Focus on Business English 18PELI9004

**HOW TO APPLY TO THE ENGLISH LANGUAGE INSTITUTE (ELI):**

1. Visit us at [ppp.utep.edu](http://ppp.utep.edu)
2. Scroll down and click on ENGLISH LANGUAGE INSTITUTE
3. Complete and submit your application form and supporting documents by the application deadline as listed in the Calendar and Fees document.
4. Registration fees must be paid before application can be processed. After your application is processed, you will receive an email from ELI within 5 to 14 days on the status of your application.

Admission to the ELI is not the same as admission to The University of Texas at El Paso (UTEP). If you wish to obtain admission to the University, you must apply directly to UTEP.

Register Online: ppp.utep.edu • Phone: 915.747.5142 • Onsite: Kelly Hall, Suite 102 • Mail: P3, Kelly Hall, Suite 102, 500 West University Ave., El Paso, TX, 79968-0602.
ENGLISH LANGUAGE INSTITUTE
LANGUAGE & CULTURAL STUDIES

YOU MUST BE 16 & OLDER TO REGISTER FOR THE FOLLOWING COURSES, EXCEPT WHERE INDICATED OTHERWISE.

ELI CORE SPRING PROGRAM

ELI: Core Intensive English Program
Spring I and Spring II

This program is designed to help learners gain a functional command of English in grammar, listening, speaking, reading and writing. It caters to the beginning English speaker as well as advanced students seeking to enter a higher-education program. Our Spring programs run as intensive 8 week sessions. New students will be placed in appropriate levels according to their performance on a placement test.

Classes meet Monday through Thursday, from 8 a.m. to 1:20 p.m. In addition to core courses (21 hours a week), students may register for elective courses for an additional fee. Electives take place Monday through Friday from 1:30 to 2:45 p.m., evening classes take place Monday through Friday from 6 to 8 p.m. and Saturday from 9 a.m. to 12 noon.

The Intensive English Program offers the following:

- Individualized attention
- Highly skilled instructors
- Exam preparation for the Test of English as a Foreign Language (TOEFL)

NOTE: Prospective students must register in order to take the placement test by submitting all necessary documents. International applicants who require an I-20 Form must submit all the required documents to the ELI by the submission deadline found in the calendar and fees section on the Professional & Public Programs website at ppp.utep.edu.

Spring I 2018

Intensive 8 week sessions.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Fee</th>
<th>Meetings</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PELI1000</td>
<td>$980</td>
<td>31</td>
<td>1/16 – 3/8 M, Tu, W and Th 8 a.m. to 1:20 p.m.</td>
</tr>
</tbody>
</table>

Placement test will be administered on Wednesday, January 10th at 9 a.m. in Miners Hall. Likewise, the program orientation will take place on Thursday, January 11th at 9 a.m. in Miners Hall (unless otherwise noted).

Spring II 2018

Intensive 8 week sessions (Spring II curriculum continues from Spring I).

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Fee</th>
<th>Meetings</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PELI1002</td>
<td>$980</td>
<td>32</td>
<td>3/19 – 5/10 M, Tu, W and Th 8 a.m. to 1:20 p.m.</td>
</tr>
</tbody>
</table>

Placement test will be administered on Wednesday, March 7th at 2 p.m. in Miners Hall. Likewise, the program orientation will take place on Thursday, March 8th at 2 p.m. in Miners Hall (unless otherwise noted).

TOEFL iBT Preparation Course (Internet-based Test)

This course is designed to prepare students for the internet-based test (iBT) of English as a Foreign Language (TOEFL). Successful completion of the TOEFL iBT is required for admission into American undergraduate and/or graduate programs.

It will cover all knowledge and skills evaluated by the TOEFL iBT, such as: listening and reading comprehension, vocabulary, English language structure and essay writing skills. In addition, test-taking strategies will be addressed to help students make the most of their time when taking the test.

NOTE: Registration for the following courses is required in order to take the placement test.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Fee</th>
<th>Meetings</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PELI2600</td>
<td>$1112*</td>
<td>31</td>
<td>1/16 – 3/8 M, Tu, W and Th 8 a.m. to 1:20 p.m.</td>
</tr>
</tbody>
</table>

Placement test will be administered on Wednesday, January 10th at 9 a.m. in Miners Hall. Likewise, the program orientation will take place on Thursday, January 11th at 9 a.m. in Miners Hall (unless otherwise noted).

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Fee</th>
<th>Meetings</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PELI3602</td>
<td>$1112*</td>
<td>32</td>
<td>3/19 – 5/10 M, Tu, W and Th 8 a.m. to 1:20 p.m.</td>
</tr>
</tbody>
</table>

Placement test will be administered on Wednesday, March 7th at 2 p.m. in Miners Hall. Likewise, the program orientation will take place on Thursday, March 8th at 2 p.m. in Miners Hall (unless otherwise noted).

* Textbook included as part of the course fee.

INSTRUCTORS NEEDED!

P3 is always looking for qualified and enthusiastic educators who can teach English as a Second Language courses. For those interested, please send your resume to our ELI Program Manager via e-mail at gparthiban@utep.edu.

Thank you for your service Ms. Asad. I love the way that you teach, and you’re such a great example to follow, since you’re also from another country. The last time I tried to speak English, I had trouble; but now, I feel as if I can have a conversation with anybody. God bless your family, job and anything else that you do.

- Jorge G., former ELI student
ELI: Core Intensive English Conversation

Would you like to speak English with confidence? This course will improve your conversational English skills, including pronunciation and listening. Developing confidence in your ability to speak English is the primary emphasis, however, the course also focuses on vocabulary, student presentations and discussions of current affairs.

Level I
18PELI2000 | Fee: $119 | Meetings: 10 | 1/29 – 2/13 | M, Tu, W and Th 1:30 to 2:45 p.m.

Level II
18PELI2001 | Fee: $119 | Meetings: 10 | 2/19 – 3/6 | M, Tu, W and Th 1:30 to 2:45 p.m.

Level III
18PELI2002 | Fee: $119 | Meetings: 10 | 3/19 – 4/3 | M, Tu, W and Th 1:30 to 2:45 p.m.

Level IV
18PELI2003 | Fee: $119 | Meetings: 10 | 4/9 – 4/24 | M, Tu, W and Th 1:30 to 2:45 p.m.

Level V
18PELI2004 | Fee: $119 | Meetings: 10 | 4/25 – 5/10 | M, Tu, W and Th 1:30 to 2:45 p.m.

TOEFL iBT Preparation Course (Internet-based Test)

This course is designed to prepare students for the internet-based test of English as a Foreign Language (TOEFL iBT).

It will cover all knowledge and skills evaluated by the TOEFL iBT, such as: listening and reading comprehension, vocabulary, English language structure and essay writing skills. In addition, test-taking strategies will be addressed to help students make the most of their time when taking the test.

18PELI200EFL | Fee: $119 | Meetings: 10 | 1/23 – 2/22 | Tu and Th 1:30 to 2:45 p.m.

EVENING

ELI: Intensive English Program

Spring I 2018 – Intermediate

This intensive 27 session program is designed to build upon the Basic Intensive Program, as well as help intermediate English speakers gain a greater command of English in listening, speaking, reading and writing. In this highly interactive course, students will improve their pronunciation skills needed for daily conversation, grammar, reading and writing comprehension.

18PELI11004 | Fee: $250 | Meetings: 27 | 3/19 – 5/2 | M, Tu, W and Th 6 to 8 p.m.

English for Academic Purposes (EAP)

English for Academic Purposes (EAP) is an English language course specifically focused on helping international students acquire advanced competencies in academic English (reading, writing, listening and speaking). This course will teach students the conventions of research, composition, and documentation necessary to produce rigorous academic and professional work. This course assumes a fairly advanced level of English proficiency, and as such, is not suitable for beginner-level English students.

Level I
18PELI1116 | Fee: $250 | Meetings: 15 | 1/22 – 3/19 | M and W 6 to 8:30 p.m.

No classes from 3/12 to 3/15 – Spring Break

Level II
18PELI1117 | Fee: $250 | Meetings: 15 | 3/21 – 5/9 | M and W 6 to 8:30 p.m.

English Conversation: Level I

Linguists have found that people learn a second language more quickly when in a relaxed atmosphere. We will put you in a state of ease, as you learn to converse in English. This course is for those with basic English skills. You will learn how to make small talk, end a conversation, order food in a restaurant, speak to co-workers in a business setting and more.

18PELI2801 | Fee: $119 | Meetings: 10 | 1/17 – 2/19 | M and W 6 to 7:30 p.m.

English Conversation: Level II

For those who want to sharpen their conversational skills, this intermediate to the advanced level course in English as a second language expands on speaking and listening skills for effective communication in English by emphasizing the use of common idioms, role-play and short debate.

18PELI2802 | Fee: $119 | Meetings: 10 | 2/21 – 4/2 | M and W 6 to 7:30 p.m.

No classes from 3/12 to 3/15 – Spring Break

Grammar - Elements of Sentences

This course provides students with an overview of basic English sentence structures, such as word order, simple and progressive verb tenses, and much more. Additionally, students will begin to recognize certain English sentence patterns when observing other’s communication and prose.

18PELI1115 | Fee: $129 | Meetings: 10 | 1/23 – 2/22 | Tu and Th 6 to 7:30 p.m.

No classes from 3/12 to 3/15 – Spring Break

Pronunciation of English & Accent Reduction: Level I

In this course, students will strengthen their listening, speaking and pronunciation skills. The course emphasizes phonological rules (much like grammar rules), phonetic environments, stress, rhythm and inflection. This class is highly interactive.

18PELI2810 | Fee: $129 | Meetings: 10 | 1/23 – 2/22 | Tu and Th 6 to 8 p.m.

Pronunciation of English & Accent Reduction: Level II

Students will continue to build on their listening, speaking and pronunciation skills learned in Level I. The course emphasizes higher level phonological rules, phonetic environments, stress, rhythm and inflection. Students will learn how to self-monitor and improve their English pronunciation in this highly interactive class.

18PELI2811 | Fee: $129 | Meetings: 10 | 2/27 – 4/5 | Tu and Th 6 to 8 p.m.

No classes from 3/12 to 3/15 – Spring Break

Check out our complete selection of evening and weekend courses. See next page for a complete course selection for the Spring 2018 semester.

Facebook: facebook.com/ELIP3UTEP
Twitter: twitter.com/P3ELIUTEP
Instagram: instagram.com/P3ELI

stay connected
Through this course, students will develop a system to make the most of their time when taking the test. Proper sentence structure, and vocabulary. Test-taking strategies will be addressed to help students develop conversational English skills, including pronunciation and listening. Emphasis is placed on developing confidence in your ability to speak English. The course focuses on vocabulary, student presentations, and discussions upon current affairs.

**ELI - Intensive English Program**

This intensive 15 session program is designed to help beginning English speakers gain a basic command of English in listening, speaking, and writing. In this highly interactive course, students will focus on grammar, reading and writing comprehension, as well as practice pronunciation for daily conversation. 

**ELI - Learn English through Music & Song**

Explore American culture and the beauty of the English language through the lyrics of the greatest song writers of the 20th and 21st centuries. Learn to identify themes, rhetorical devices, figurative language, motifs, and the implicit meaning behind the lyrics of the American songbook. Also, students are welcome to bring their instruments to class to further strengthen their English language skills.

**ELI - Focus on Business English**

This course is designed for high-advanced learners who need to polish their English listening and speaking skills for use in a business environment. The course emphasizes grammatical accuracy, vernacular choices, genre-specific vocabulary, as well as pronunciation drills for focused improvements and intonation practice. Class sessions will involve detailed articulation work to provide practical opportunities to rehearse the language.

**ELI - Practical English Writing**

This course is designed for ESL students planning to live and/or work in an English-speaking environment. This course addresses simple and core competencies, such as writing a message or thank-you note, then builds to more advanced skills, such as creating a resume or bibliography. Overall, you will develop the basic writing skills needed to function and succeed in everyday life (home, job and school).

**TOEFL iBT Preparation Course (Internet-based Test)**

This course is designed to prepare students for the internet-based test (iBT) of English as a Foreign Language (TOEFL). Successful completion of the TOEFL iBT is required for admittance into American undergraduate and/or graduate programs.

This course will improve your conversational English skills, including pronunciation and listening. Emphasis is placed on developing confidence in your ability to speak English. The course focuses on vocabulary, student presentations, and discussions upon current affairs.

**Grammar - Elements of Sentences**

This provides students with an overview of basic English sentence structures, such as word order, simple and progressive verb tenses and much more. Additionally, students will begin to recognize certain English sentence patterns when observing other’s communication and prose.

**TOEFL Preparation (Internet-based Test)**

This course is designed to prepare students for the internet-based test (iBT) of English as a Foreign Language (TOEFL). Successful completion of the TOEFL iBT is required for admittance into American undergraduate and/or graduate programs. This course will cover all knowledge and skills evaluated by the TOEFL iBT, such as: listening and reading comprehension, vocabulary, English language structure and essay writing skills. In addition, test-taking strategies will be addressed to help students make the most of their time when taking the test.

**Weekend Events**

**ELI - Academic Listening & Note Taking**

Through this course, students will develop a system for note-taking and learn how to use their notes to answer comprehensive questions seen in writing assignments. A variety of reading and writing exercises will be used to help students build upon these important educational skills.

**ELI Refund Policies:**

a) **Refunds for ELI Core Program:**
A participant who chooses to drop a course three days or more prior to the first class meeting can be issued a full refund of the registration, less a $75 processing fee.

b) **Refunds for ELI Evening/Weekend Courses:**
A participant who chooses to drop a course three days or more prior to the first class meeting can be issued a full refund, less a $15 processing fee.

c) **Credit Vouchers for ELI Core Program:**
A participant who chooses to withdraw from a course within one to two business days prior to the first class meeting will be issued a credit voucher, less a $75 processing fee.

d) **Credit Vouchers for ELI Evening/Weekend Courses:**
A participant who chooses to withdraw from a course within one to two business days prior to the first class meeting will be issued a credit voucher, less a $15 processing fee.
COMMUNITY ENRICHMENT – ADULTS

SPECIAL DAYS OFF (no class) AND HOLIDAYS ARE LISTED ON YOUR CONFIRMATION RECEIPT AND THE P3 WEBSITE (ppp.utep.edu).

AQUATICS – LIMITED SPACE

REGISTRATION WILL BE CLOSED TWO BUSINESS DAYS PRIOR TO THE BEGINNING OF THE CLASS.

FOR POOL ACCESS INFORMATION OR TO REGISTER, PLEASE CALL (915) 747-5142 OR VISIT OUR OFFICES IN KELLY HALL, SUITE 102, MONDAY TO FRIDAY, 8 A.M. TO 5 P.M.

P3 POOL ID CARD

All swimming pool participants must purchase a P3 Pool ID Card to enter the Student Recreation Center. The P3 Pool ID Card is offered for a one-time fee of $15 and can be used for future paid swimming courses as long as it is for the same person. P3 Pool ID Cards are activated and usable ONLY during the time and schedule of the purchased course.

Swimming Classes: Beginner and Intermediate

This course is designed for those who want to improve their strokes, turns and starts. In addition, proper technique and endurance will be addressed.

**18PCAQ1000** | Fee: $67 | Meetings: 8
1/22 – 2/14 | W and M 7:30 to 8:30 p.m.

**18PCAQ1001** | Fee: $67 | Meetings: 8
2/26 – 3/28 | M and W 7:30 to 8:30 p.m.

**18PCAQ1002** | Fee: $67 | Meetings: 8
4/9 – 5/2 | M and W 7:30 to 8:30 p.m.

Swimming Classes: Beginner, Intermediate, and Advanced

This course is designed for those with an interest in learning the basics of swimming and those interested in improving upon their current performance. All sessions will be suited to the comfort and skill level of each individual swimmer. Beginning swimmers will practice basic skills, such as breathing, floating, strokes, etc. Intermediate swimmers will learn strokes and how to perform endurance-based exercises. Advanced swimmers will learn the basics of competitive swimming and emphasize optimum performance in the water.

**18PCAQ1315** | Fee: $95 | Meetings: 8
1/17 – 3/7 | W 7:30 to 8:30 p.m.

**18PCAQ1316** | Fee: $83 | Meetings: 7
3/21 – 5/2 | W 7:30 to 8:30 p.m.

**Adult Swimming and Conditioning**

This class is designed for those with an interest in learning the basics of swimming and those interested in improving upon their current performance. All sessions will be suited to the comfort and skill level of each individual swimmer. Beginning swimmers will practice basic skills, such as breathing, floating, strokes, etc. Intermediate swimmers will learn strokes and how to perform endurance-based exercises. Advanced swimmers will learn the basics of competitive swimming and emphasize optimum performance in the water.

**18PCAQ1315** | Fee: $95 | Meetings: 8
1/17 – 3/7 | W 7:30 to 8:30 p.m.

**18PCAQ1316** | Fee: $83 | Meetings: 7
3/21 – 5/2 | W 7:30 to 8:30 p.m.

**Water Aerobics**

This water aerobics class will employ a variety of training concepts while emphasizing safety and proper technique. Working against the resistance of the water will help you tone and shape your figure, reduce stress and improve overall self-confidence. You are not required to know how to swim; the only requirement is a swimsuit.

**18PCCHF4100** | Fee: $57 | Meetings: 8
2/6 - 4/3 | Tu 6:30 to 8:30 p.m.

**18PCCHF4101** | Fee: $57 | Meetings: 8
2/8 - 4/5 | Th 6:30 to 8:30 p.m.

**Triathlon Class**

Triathlon Class is for beginning to intermediate-level athletes interested in getting in shape or trying a new sport. Classes will begin with a swimming class on stationary bikes, followed by a running portion, then finished off with an energetic swim. Participants may opt to enter and compete in a triathlon at the end of the course.

**Required materials:** running shoes, a swim suit and goggles.

**18PCCHF4100** | Fee: $57 | Meetings: 8
2/6 - 4/3 | Tu 6:30 to 8:30 p.m.

**18PCCHF4101** | Fee: $57 | Meetings: 8
2/8 - 4/5 | Th 6:30 to 8:30 p.m.

**No class on 3/13**

**Adult Swimming and Conditioning**

This class is designed for those with an interest in learning the basics of swimming and those interested in improving upon their current performance. All sessions will be suited to the comfort and skill level of each individual swimmer. Beginning swimmers will practice basic skills, such as breathing, floating, strokes, etc. Intermediate swimmers will learn strokes and how to perform endurance-based exercises. Advanced swimmers will learn the basics of competitive swimming and emphasize optimum performance in the water.

**18PCAQ1000** | Fee: $67 | Meetings: 8
1/22 – 2/14 | W and M 7:30 to 8:30 p.m.

**18PCAQ1001** | Fee: $67 | Meetings: 8
2/26 – 3/28 | M and W 7:30 to 8:30 p.m.

**18PCAQ1002** | Fee: $67 | Meetings: 8
4/9 – 5/2 | M and W 7:30 to 8:30 p.m.

**Art**

**Introduction to Drawing**

This course focuses on the fundamentals of basic drawing. Students will receive hands-on-training, while creating an image of their choice. They will also paint in a group and can take home their artwork, once finished. All materials are provided.

**18PCAR3510** | Fee: $59 | Meetings: 2
2/10 - 2/17 | Sa 9 a.m. to 1 p.m.

**Intermediate Drawing**

This course focuses on the fundamentals of basic drawing. Students will receive hands-on-training, while creating an image of their choice. They will also paint in a group and can take home their artwork, once finished. All materials are provided.

**18PCAR3511** | Fee: $59 | Meetings: 2
4/7 - 4/14 | Sa 9 a.m. to 1 p.m.
CRAFTS AND HOBBIES

Introduction to Jewelry Beading
Have fun designing and creating unique jewelry through this interactive and fun course. Learn about the different types of beads, metals, stringing materials and fabrics used in single and multi-strand designs. Ultimately, students will become familiar enough with the tools at their disposal, that they are able to continue beading as a hobby or business.

Required materials: Selection of beads, metals, stringing materials and fabrics

Intermediate Sewing – Level I
This class teaches students how to sew a fold-over pillow, as well as (if time permits) a table runner for a dining room table.

Required materials: 30 inches of fabric for a for a 12 inch pillow; or 54 inches of fabric for a 16 inch pillow. It is suggested that either cotton, linen, silk, thin synthetic leather, polyester, duck canvas, velvet or upholstery fabric be purchased.

Intermediate Sewing – Level II
This class teaches students how to create and design an over-sized clutch bag. To make it personalized to individual tastes, students will be allowed to choose the color, zipper teeth size, as well as any additional decorations they may wish to install.

Required materials: Thin synthetic leather, silk, suede or upholstery. Note: 18 inches of fabric are needed for the bag, as well as an additional 18 inches for the lining. In addition, a 14 inch zipper is needed. A clip on tassel or other decoration may also be purchased, but it is not required.

French Cuisine - Cook for Pleasure! – UPDATED
This course teaches students how to prepare popular French sweets, pastries and street food. Some of the dishes covered include: quiche lorraine, savory petit beurre and crocque madame. All materials are included.

Make Authentic Italian Pizza – UPDATED
This course teaches students how to bake authentic Italian pizza at home. Additional discussions will be made upon the various types of yeasts, flours and toppings, dough kneading, raising, etc. All materials are included.

The Art of Homemade Italian Pasta – UPDATED
This course covers the basics of rolling fresh pasta. Students will also learn how to cook plain and stuffed pasta, match corresponding sauces, prepare filling and much more. All materials are included.

Cupcakes Galore
Create easy and great looking cupcakes with frosting and fondant. Learn to mix colored frostings, create multicolor cupcakes, fondant flowers and much more.

Required materials: 6 cupcakes, frosting spatula, miscellaneous tips of choice, plastic frosting bag.

Intermediate Sewing – Level II
This class teaches students how to create and design an over-sized clutch bag. To make it personalized to individual tastes, students will be allowed to choose the color, zipper teeth size, as well as any additional decorations they may wish to install.

Required materials: Thin synthetic leather, silk, suede or upholstery. Note: 18 inches of fabric are needed for the bag, as well as an additional 18 inches for the lining. In addition, a 14 inch zipper is needed. A clip on tassel or other decoration may also be purchased, but it is not required.

Intermediate Sewing – Level I
This class teaches students how to sew a fold-over pillow, as well as (if time permits) a table runner for a dining room table.

Required materials: 30 inches of fabric for a for a 12 inch pillow; or 54 inches of fabric for a 16 inch pillow. It is suggested that either cotton, linen, silk, thin synthetic leather, polyester, duck canvas, velvet or upholstery fabric be purchased.

Intermediate Sewing – Level II
This class teaches students how to create and design an over-sized clutch bag. To make it personalized to individual tastes, students will be allowed to choose the color, zipper teeth size, as well as any additional decorations they may wish to install.

Required materials: Thin synthetic leather, silk, suede or upholstery. Note: 18 inches of fabric are needed for the bag, as well as an additional 18 inches for the lining. In addition, a 14 inch zipper is needed. A clip on tassel or other decoration may also be purchased, but it is not required.
Loads of fun! 8 classes at 20% discount. 4/16-5/12
18PCHF3400 | Fee: $83 | Meetings: 8
M and W 6:15 to 7:15 p.m.
No class on 3/13 and 3/15
18PCHF3401 | Fee: $77 | Meetings: 12
M and W 6:15 to 7:15 p.m.
No class on 5/28

Kickboxing - 45 Minutes’ Workout
This 45 minute kickboxing workout is designed to build positive self-esteem. You will be provided the opportunity to develop skills necessary for improving cardiovascular fitness and safety awareness. You will also develop muscular strength, flexibility, agility, rhythm, coordination and good body posture.

Note: This course will consist of mild contact and require the use of 16 oz. boxing gloves and a mouthpiece. Please wear comfortable workout clothes.

=request 18PCHF3500 | Fee: $39 | Meetings: 8
2/5 - 2/28  M and W 6:15 to 7:15 p.m.
No class on 3/13 and 3/14
18PCHF3501 | Fee: $39 | Meetings: 8
3/5 - 4/4  M and W 6:15 to 7:15 p.m.
No class on 3/13 and 3/14
18PCHF3502 | Fee: $39 | Meetings: 8
4/16 - 5/9  M and W 6:15 to 7:15 p.m.

Spinning
This course provides a motivating non-competitive cardio (aerobic) workout, which people can control and move at their own pace.

Note: Please bring a towel and water.

18PCHF5000 | Fee: $49 | Meetings: 8
2/5 - 2/28  W and M 6 to 7 p.m.
No class on 3/13 and 3/14
18PCHF5001 | Fee: $49 | Meetings: 8
3/5 - 4/4  W and M 6 to 7 p.m.
No class on 3/13 and 3/14
18PCHF5002 | Fee: $49 | Meetings: 8
4/16 - 5/9  W and M 6 to 7 p.m.

Low Impact Zumba Class – UPDATED
Zumba is a whole-body, dance-based workout that incorporates Latin and international rhythms to help you get fit while having fun.

18PCHF0002 | Fee: $53 | Meetings: 8
2/5 - 2/28  M and W 7 to 8 p.m.

Jiu Jitsu NEW
Through this course, students will learn the basics of jiu jitsu in a safe and monitored environment. Jiu jitsu is a martial art, which emphasizes controlling opponents through the use of joint locks, various body holds and positioning. In addition, it helps students develop self-defense techniques, build confidence, as well as provides a great cardiovascular workout.

18PCHF7000 | Fee: $55 | Meetings: 10
2/6 – 3/8  Tu and Th 7 to 8 p.m.
No class on 3/12
18PCHF7001 | Fee: $55 | Meetings: 10
3/27 – 4/26  Tu and Th 7 to 8 p.m.

Triathlon Class
Have you ever wanted to compete in a triathlon? This class is for beginning to intermediate-level athletes interested in getting in shape or trying a new sport. Classes will begin with a spinning class on stationary bikes, followed by a running portion, then finished off with an energetic swim. Participants may opt to enter and compete in a triathlon at the end of the course.

Required materials: running shoes, a swim suit and goggles.

18PCHF4100 | Fee: $57 | Meetings: 8
2/6 - 4/3  Tu 6:30 to 8:30 p.m.
No class on 3/13
18PCHF4101 | Fee: $57 | Meetings: 8
2/8 - 4/5  Th 6:30 to 8:30 p.m.
No class on 3/15

Golf for Adults OFF CAMPUS
In this course, participants will learn the fundamentals of a proper golf swing, while also improving upon their technique and scores (through the use of video analysis), as well as gain an overview on the rules of the game. Golf clubs are available, if needed, and range balls can be purchased at the driving range.

18PCHF3312 | Fee: $79 | Meetings: 3
4/5 - 4/19  Th 6 to 7:30 p.m.
**HEALTH AND WELLNESS**

**T’ai Chi Chuan **

T’ai chi chuan is a centuries-old Chinese martial art practiced for both its defensive and health benefits. In this course, students will learn yang and chen style long form, as well as the cannon first and weapon forms (Broadsword, Narrowsword, Fan, and much more). Associated benefits include: reduced blood pressure levels, stress, and an overall increase to personal balance, breathing and circulation.

**Note:** Students must wear comfortable clothing and t’ai chi or athletic shoes.

**Flow Yoga **

This class mindfully integrates movement and breath. Postures are linked together in a continuous, challenging and creative flow that combines strength and flexibility while toning the body and clearing the mind. Students are encouraged to move at their own pace and learn to listen to their body, as they discover their inner strength.

**Yoga & Weight Loss**

In this class, participants will work on yoga poses for muscle strength, flexibility, calorie burning and improved metabolism. They will also learn breathing exercises for relaxation awareness in an effort to help develop dieting choices, stress management and sleep patterns.

**Reflexology**

Reflexology is an ancient holistic therapy that relaxes and reduces pain, by increasing endorphin production. It is great for pre and post-surgery, diabetes, cancer relaxation, carpal tunnel and much more. Students will learn systemic Chinese medicine acupressure techniques to clear up internal blockages, as well as improve one’s overall body, mind and spirit. Hands on therapy will be involved.

**Cardio T’ai Chi and Weight Loss**

Cardio T’ai Chi is a holistic exercise used to improve overall mental and physical health, along with cardiovascular and pulmonary functions. This exercise coordinates movements with the individuals’ mind and breath. Participants will enjoy increased flexibility, balance, fine-motor control skills, suppleness and improved circulation.

**Empowerment Health & Wellness: Education Training Program **

Obtain a holistic approach to nutrition, education and physical fitness through this engaging and interactive course. This course urges and teaches students how to achieve their wellness goals, by looking at big picture factors which impact us daily. Some of the topics to be discussed include: how to achieve and maintain ideal body weight, healthy and simple recipes, how increase energy levels, build confidence and much more.

**MONEY MATTERS**

The Millionaire Mind Set

This course places an emphasis on success building strategies. Areas that will be discussed include: self-awareness, management and doubt; overcoming stress, organizational politics, and much more. Lectures are enhanced by classroom activities and video presentations.

**Building Your Financial Portfolio on $25 a Month (Or Less) **

This class will teach students how to invest in safe, secure growth stocks that are historically proven. In addition, students will learn how to bypass their broker to increase profits, evaluate the current state of the

**Improve Your Health 15 Minutes a Day! **

Improving our health should be something easy and do-able. In this workshop you will learn how great health can be achieved.

**Note:** no actual physical activity will be done during the course.

**Introduction to Meditation and Mindfulness Techniques **

Mindful meditation advocates for the reduction of stress by inducing the relaxation response, which in turn, lowers one’s heart rate, reduces anxiety, and encourages positive thought patterns and attitudes, and much more.
economy, and overall, enhance their finances through the techniques discussed.

Note: Textbook is included in the fee of this course.

18PCMM2370  |  Fee: $69  |  Meetings: 1
3/7          |           | W 6 to 9 p.m.

**MUSIC, DANCE AND THEATRE**

**Piano Performance - Level I**

This course focuses on the fundamentals of music theory and professional keyboard techniques. Topics to be discussed include: note reading, how to play popular songs, hand positioning and technique exercises, chords and scales. Lessons are enhanced by group practice and listening to examples from the textbook.


<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PCPA4000</td>
<td>$120</td>
<td>8</td>
</tr>
<tr>
<td>Sa 9 to 10:30 a.m.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>No class on 3/17</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Classical Guitar UPDATED**

This course is designed for adults interested in learning to play the classical guitar. An emphasis will be placed on learning proper guitar technique, repertoire and style. Students will learn to read music, a basic history of classical guitar, as well as proper posture and tone.

**Required materials:** Acoustic guitar, clip-on tuner, and footstool. Students should purchase guitars appropriate to their size; make sure to ask the salesperson at the music store, when doing so.

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PCPA0169</td>
<td>$77</td>
<td>8</td>
</tr>
<tr>
<td>Sa 10:30 a.m. to 12 N</td>
<td></td>
<td></td>
</tr>
<tr>
<td>No class on 3/17</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Silver Salsa! OFF CAMPUS NEW**

This class would incorporate warmup, stretching, dance numbers such as meringue, cha cha, rumba, salsa, bachata, etc., line dancing numbers, toning and balance routines that are age-appropriate with a final cool down stretch.

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PCPA6000</td>
<td>$81</td>
<td>8</td>
</tr>
<tr>
<td>2/1 – 2/27</td>
<td>Th and Tu 8:30 to 9:30 a.m.</td>
<td></td>
</tr>
<tr>
<td>18PCPA6001</td>
<td>$61</td>
<td>6</td>
</tr>
<tr>
<td>3/6 – 3/29</td>
<td>Th and Tu 8:30 to 9:30 a.m.</td>
<td></td>
</tr>
<tr>
<td>No class on 3/13 and 3/15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18PCPA6002</td>
<td>$81</td>
<td>8</td>
</tr>
<tr>
<td>4/3 – 4/26</td>
<td>Th and Tu 8:30 to 9:30 a.m.</td>
<td></td>
</tr>
<tr>
<td>18PCPA6003</td>
<td>$81</td>
<td>8</td>
</tr>
<tr>
<td>5/1 – 5/24</td>
<td>Th and Tu 8:30 to 9:30 a.m.</td>
<td></td>
</tr>
</tbody>
</table>

**Violin Class - Level I**

Students will learn the fundamentals of violin technique, practice and performance with a focus on basic music notation, theory and engaged active listening. Classes will also involve musical collaboration with the instructor. On completion of this course, the student should be able to successfully perform simple to intermediate violin pieces and small works. Outside classroom practice is expected and required.


<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PCPA5000</td>
<td>$89</td>
<td>8</td>
</tr>
<tr>
<td>2/1 - 2/27</td>
<td>Tu and Th 6 to 7:30 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

**The Art of Close Up Magic NEW**

Entertain friends and family, by learning the amazing process behind magic! Through this course, students will be introduced to basic theory, skills, and methods used in close-up magic. They will learn about sleight of hand, misdirection, presentation, angles, patter, timing and much more. By the end of the course, each student will be able to successfully perform a magic routine.

**Note:** All materials are included.

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PCPA3500</td>
<td>$117</td>
<td>10</td>
</tr>
<tr>
<td>2/6 – 3/8</td>
<td>Tu and Th 6:30 to 7:30 p.m.</td>
<td></td>
</tr>
<tr>
<td>18PCPA3501</td>
<td>$117</td>
<td>10</td>
</tr>
<tr>
<td>4/3 – 5/3</td>
<td>Tu and Th 6:30 to 7:30 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

**Belly Dance Love & Workout NEW**

In this course, students will learn the basic and fundamentals core movements of belly dance for fun, fitness and performance. Students will explore a new fitness style and drills in order to increase self-confidence and a positive body appearance.

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PCPA3200</td>
<td>$43</td>
<td>8</td>
</tr>
<tr>
<td>2/7 – 4/4</td>
<td>W 5:30 to 6:30 p.m.</td>
<td></td>
</tr>
<tr>
<td>No class on 3/14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18PCPA3201</td>
<td>$43</td>
<td>8</td>
</tr>
<tr>
<td>4/11 - 5/23</td>
<td>W 5:30 to 6:30 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

**Learn How to Play Guitar UPDATED**

This course is designed for adults interested in learning to play simple chords and tunes. Students will learn to read music and how to perform basic chords.

**Required materials:** Acoustic guitar, clip-on tuner, and footstool. Students should purchase guitars appropriate to their size; make sure to ask the salesperson at the music store, when doing so.

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PCPA0168</td>
<td>$77</td>
<td>8</td>
</tr>
<tr>
<td>Sa 10:30 a.m. to 12 N</td>
<td></td>
<td></td>
</tr>
<tr>
<td>No class on 3/17</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**PHOTOGRAPHY**

**Portrait Photography UPDATED**

This course discusses lighting and posing techniques used in traditional and contemporary portraiture. Four categories of portrait photography (candid, environmental, construction and post-creative) will be discussed; additionally, the course will include the use of live-models.

**Required materials:** digital camera.

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PCPH0032</td>
<td>$51</td>
<td>3</td>
</tr>
<tr>
<td>1/29 - 2/12</td>
<td>M 6 to 9 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

**Introduction to Digital Photography and Photoshop**

This beginners’ class will teach students the basic techniques and artistry required for good photography. Students will learn about composition, lighting, cameras and lenses, and how to use Adobe Photoshop software. The course will also cover a few advanced Photoshop techniques, with an emphasis on using the science of photography to express artistry.

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>18PCPH1000</td>
<td>$93</td>
<td>6</td>
</tr>
<tr>
<td>1/30 - 3/6</td>
<td>Tu 6 to 8 p.m.</td>
<td></td>
</tr>
<tr>
<td>18PCPH1001</td>
<td>$93</td>
<td>6</td>
</tr>
<tr>
<td>3/19 - 4/23</td>
<td>Tu 6 to 8 p.m.</td>
<td></td>
</tr>
</tbody>
</table>
**How to Readproof and Edit Your Own Work**

The difference between a publishable manuscript and one that will never be published is the amount of editing the manuscript gets. Award-winning author L.C. Hayden will show you how to line-edit and content edit your work to ensure that your manuscript is perfect.

- **18PCPH1002** | Fee: $93 | Meetings: 6
  1/31 - 3/7 | W 6 to 8 p.m.

- **18PCPH1003** | Fee: $93 | Meetings: 6
  3/20 - 4/24 | Tu 6 to 8 p.m.

**Intermediate Photoshop**

This class is a continuation of “Introduction to Photoshop” and “Introduction to Digital Photography and Photoshop.” The format of the course is participant-driven, with the student choosing which techniques and effects they wish to improve upon. Examples of potential topics include: working with layers, color correcting and photo montages.

- **18PCPH1005** | Fee: $50 | Meetings: 3
  2/19 - 3/5 | M 6 to 8 p.m.

**Advanced Digital Photography**

This class is designed for students who already have a solid understanding of digital photography and the working controls and functions of a digital camera. Course materials will place an emphasis on portrait, sports and landscape photography and how lenses, aperture and shutter speed settings can affect a photograph’s appearance.

- **18PCPH1010** | Fee: $50 | Meetings: 3
  3/22 - 4/5 | Tu 6 to 8 p.m.

**SAFETY AND SELF-DEFENSE**

Firearms Courses

These courses are held continually and taught by George Brenzovich, a Texas state-certified LTC instructor, former police officer, and former UTEP collegiate shooting coach and NCRA Rifle coach of the year. Students must be at least 21 years old and be able to satisfy all federal and state regulations allowing firearm purchase and possession. Please contact Socorro Herrera at Professional and Public Programs for more information at 915-747-5142 or by email at ppp@utep.edu.

Firearm courses include:

- **Basic Firearms**: An introduction to and overview of the rifle, pistol and shotgun. The course focuses on safety, selection criteria, ammunition characteristics and firearm use. Instructor will inform student in this class how to select, and use the correct firearm and ammunition. Electronic training devices will be used. NON live firing class. Course fee is $73.

- **Texas License to Carry**: One-day course for first-time license applicants. The first 5 hours of course will be a classroom lecture. The last hour of the course will focus on proficiency skills and shooting on the range.

**About Publishing**

In this course, award-winning author, L. C. Hayden will reveal the inner-workings of the publishing business, as well as the positive and negative aspects associated with different publishing opportunities.

- **18PCWR1210** | Fee: $51 | Meetings: 1
  4/18 | W 6 to 9 p.m.

**Avoiding the Pitfalls of Writing**

In this course, award-winning author L.C. Hayden will discuss how to avoid writer’s block; get started writing; avoid distractions; overcome the fear of rejection; and the perfection syndrome. Handouts will include the booklet, When Death Intervenes and How to Avoid the Pitfalls of Writing.

- **18PCWR0110** | Fee: $73 | Meetings: 1
  5/9 | W 6 to 9 p.m.
AQUATICS - LIMITED SPACE
Take the plunge and learn to swim with P3’s Aquatic Youth Program! The program teaches students swimming techniques in logical and progressive stages, focusing on safety skills in and around the water. It is designed to give students a positive learning experience and self-confidence in the water from a very young age.

Required: Students must bring goggles to class.

REGISTRATION WILL BE CLOSED TWO BUSINESS DAYS PRIOR TO THE BEGINNING OF THE CLASS.

FOR POOL ACCESS INFORMATION OR TO REGISTER, PLEASE CALL (915) 747-5142 OR VISIT OUR OFFICES IN KELLY HALL, SUITE 102, MONDAY TO FRIDAY, 8 a.m. TO 5 p.m.

P3 POOL ID CARD
All swimming pool participants must purchase a P3 Pool ID Card to enter the Student Recreation Center. The P3 Pool ID Card is offered for a one-time fee of $15 and can be used for future paid swimming courses as long as it is for the same person. P3 Pool ID Cards are activated and usable ONLY during the time and schedule of the purchased course.

TADPOLES: Introduction Swimming Classes (AGES 3 & 4)
(Must be accompanied by parent or guardian)
In this course, swimmers will learn the basics of swimming with help of their Guardian. Swimming basics will include the following: jumping in, going under water, supported front and back floating, rolling over, and much more.

NOTE: For ages 3 and 4, a parent or guardian must accompany each child in the water!

18PYAQ1000 | Fee: $89 | Meetings: 7
1/27 - 3/10 | Sa 9 to 9:45 a.m.
18PYAQ1001 | Fee: $89 | Meetings: 7
3/24 - 5/5 | Sa 9 to 9:45 a.m.

FROGS: Beginner to Intermediate Swimming Classes (AGES 5-10)
In this course, swimmers will develop and build upon the following: gliding, freestyle with side breathing, backstroke, breast stroke, retrieving underwater objects, and much more.

Requirement: Swimmers should be able to comfortably complete a front stroke, as well as be able to swim on their back.

18PYAQ1020 | Fee: $89 | Meetings: 7
1/27 - 3/10 | Sa 11 to 11:45 a.m.
18PYAQ1021 | Fee: $89 | Meetings: 7
3/24 - 5/5 | Sa 11 to 11:45 a.m.

STINGRAYS: Intermediate to Advanced Swimming Classes (AGES 9-17)
In this course, swimmers will develop and build upon the following: alternating breathing, stride jump, elementary backstroke, sidestroke, breaststroke, turning at a wall, and much more.

Requirement: Swimmers should be able to complete a front and back stroke effectively.

18PYAQ1030 | Fee: $89 | Meetings: 7
1/27 - 3/10 | Sa 12 N to 12:45 p.m.
18PYAQ1031 | Fee: $89 | Meetings: 7
3/24 - 5/5 | Sa 12 N to 12:45 p.m.

DOLPHINS: Beginner to Intermediate Swimming Classes (AGES 5-10)
In this course, swimmers will develop and build upon the following: gliding, freestyle with side breathing, backstroke, breast stroke, retrieving underwater objects, and much more.

Requirement: Swimmers should be able to comfortably complete a front stroke, as well as be able to swim on their back.

18PYAQ1040 | Fee: $89 | Meetings: 7
1/27 - 3/10 | Sa 1 to 1:45 p.m.
18PYAQ1041 | Fee: $89 | Meetings: 7
3/24 - 5/5 | Sa 1 to 1:45 p.m.

SEA LIONS: Stroke Skills Classes (AGES 9-17)
In this course, swimmers will learn the basics of swimming with help of their Guardian. Swimming basics will include the following: jumping in, going under water, supported front and back floating, rolling over, and much more.

Requirement: Swimmers should be able to swim freestyle, backstroke, breaststroke and backstroke, scissor kick and tread water.

18PYAQ1050 | Fee: $89 | Meetings: 7
1/27 - 3/10 | Sa 2 to 2:45 p.m.
18PYAQ1051 | Fee: $89 | Meetings: 7
3/24 - 5/5 | Sa 2 to 2:45 p.m.

ARTISTIC EXPRESSION
Let's Get Craftin'! (GRADES 1-2)
In this course, students will have the opportunity to exercise their craftsmanship and creativity skills by making cool and exciting art crafts/projects. These activities will include using materials like fabric, buttons, wax paper, watercolor, paint, and much more. This arts and crafts course is great for kids who want to create something unique.

18PYAR1000 | Fee: $49 | Meetings: 5
2/3 - 3/3 | Sa 9 to 10:30 a.m.

Pens, Pencils, n' Paint (GRADES 3-5)
In this course, students will learn to draw sceneries and/or landscapes through the use of pens and pencils. The students will also learn the characteristics of perspective drawing to guide them in their drawings. Once they have completed their drawings, they will then paint them as well as use shadow techniques to bring them to life.

18PYAR1005 | Fee: $49 | Meetings: 5
2/3 - 3/3 | Sa 11 a.m. to 12:30 p.m.

DIGITAL TECHNOLOGY
Electroning Game Design - Platform Games (AGES 7-14)
In this course, participants will create their own version of a platform game; the one designated for this course will be set in a dojo, which they will then defend from a ninja attack. Students will use the engineering design process to create a storyboard and outline. After this, they will use Clickteam Fusion 2.5 in order to bring that storyboard and outline to life. At the end of this course, students will take home a Windows-compatible game.

18PKED1000 | Fee: $149 | Meetings: 5
2/3 - 3/3 | Sa 9 a.m. to 12 N
Preparing for Basketball with Coach Samaniego (AGES 8-11)
In this course, participants will engage with basketball drills and conditioning methods in order to play the game of basketball more effectively and efficiently. Students will participate in skill-oriented basketball games and developmental techniques, all while having fun. This course is for participants beginning to learn the game of basketball.
18PYHF5000 | Fee: $47 | Meetings: 5
2/3 - 3/3 | Sa 9 to 10:30 a.m.

Tumbling
Students will be introduced to basic gymnastics skills (rolling, hand support skills and balancing) in a positive, fun and energetic learning environment. Participants will improve upon their locomotor skill development (hopping, skipping and running), and on preschool-early elementary social awareness skills (sharing, taking turns, courtesy, etc.).

Required materials: comfortable clothes, socks and shoes.

(AGES 3 AND 4)
18PYHF1040 | Fee: $43 | Meetings: 6
2/3 - 3/10 | Sa 9 to 10 a.m.
18PYHF1041 | Fee: $35 | Meetings: 5
4/7 - 5/5 | Sa 9 to 10 a.m.

(AGES 5 AND UP)
18PYHF1045 | Fee: $43 | Meetings: 6
2/3 - 3/10 | Sa 10:15 to 11:15 a.m.
18PYHF1046 | Fee: $35 | Meetings: 5
4/7 - 5/5 | Sa 10:15 to 11:15 a.m.

Youth Boxing & Conditioning (AGES 11-17)
Young boxers will learn the fundamentals of boxing, while also building self-confidence, discipline and work ethic. It is often best to learn the sport at an early age, as it implements good habits, while also staying in shape.

18PYHF0001 | Fee: $43 | Meetings: 6
2/3 - 3/10 | Sa 11 a.m. to 12 N

Golf for Juniors (AGES 7-16) OFF CAMPUS
Do you have a budding golf pro at home? Give your son or daughter the opportunity to explore the fundamentals of the golf swing from a modern standpoint. Video analysis of your child’s golf swing will be provided during the course. Golf clubs are available if needed and range balls can be purchased at the driving range.

18PYHF3325 | Fee: $69 | Meetings: 3
4/7 - 4/21 | Sa 9:30 to 11 a.m.

Jiu - Jitsu for Kids (AGES 6-12)
Children will learn the basics of Jiu Jitsu for the purpose of self-defense and building confidence in a safe and monitored environment. Jiu Jitsu is a martial art based on controlling opponents through the use of joint locks, various body holds and positioning. In addition, it serves as a great cardiovascular workout.

18PYHF0010 | Fee: $39 | Meetings: 5
4/7 - 5/5 | Sa 11 a.m. to 12 N

Life Skills and Hobbies

Babysitter Certification (AGES 11-17)
This training helps participants develop leadership skills, learn how to develop a babysitting business, as well as what it takes to be a safe and responsible babysitter. Babysitter, CPR and first-aid certification are included.

Note: Students are encouraged to wear comfortable clothing; however, tank tops are not permitted.

18PYLH7010 | Fee: $75 | Meetings: 2
2/17 - 2/24 | Sa 12 N to 4 p.m.
18PYLH7011 | Fee: $75 | Meetings: 2
4/21 - 4/28 | Sa 12 N to 4 p.m.

Mastering Math

Fundamental Math! (GRADES K-2)
Students will learn the basic foundations of math. They will practice with activities of addition, subtraction, number operations, odds & evens, as well as number charts. Students will also learn fun strategies that will make math easy and understandable.

18PYMT0001 | Fee: $47 | Meetings: 5
2/3 - 3/3 | Sa 9 to 10:30 a.m.
18PYMT0002 | Fee: $47 | Meetings: 5
4/7 - 5/5 | Sa 10:30 a.m. to 12 N

Improving Math Skills! (GRADES 3-5)
This class will help your child develop the math skills required to succeed in the third, fourth and fifth grades. The curriculum will cover whole numbers, decimals, number theory, fractions, probability, and much more. In addition, students in grades four and five will study percentages, while students in grade five will also study algebra.

18PYMT0210 | Fee: $55 | Meetings: 5
2/3 - 3/3 | Sa 11:15 a.m. to 1:15 p.m.
18PYMT0211 | Fee: $55 | Meetings: 5
4/7 - 5/5 | Sa 11:15 a.m. to 1:15 p.m.

Understanding Middle School Math (GRADES 6-8)
This class will help your child develop the math skills required to succeed in the sixth, seventh and eighth grade. Topics that will be discussed include: equation solving, polynomials, graph types, and much more.

18PYMT0215 | Fee: $63 | Meetings: 5
2/3 - 3/3 | Sa 1:30 to 3:30 p.m.
MUSIC, DANCE AND THEATER

Children’s Theatre Class (AGES 5-7)
This course will use theatrical exercises, games, and processes to help develop your child's artistic, expressive and cognitive skills. Students will learn a variety of theatrical techniques that benefit all aspects of their education, including listening skills, reading comprehension, vocabulary and team work.

**Required materials:** Acoustic guitar and guitar pick. Note that students should purchase guitars appropriate to their size. Make sure to ask the salesperson at the music store.

**Intro to Guitar (BEGINNER)**
In this class, participants will learned fundamental skills in reading music, playing chords, and songs. Suitable for beginners to intermediate levels of guitar playing.

**Required materials:** Acoustic guitar and guitar pick. Note that students should purchase guitars appropriate to their size. Make sure to ask the salesperson at the music store.

**Reading**

**Analyzing the Structures of Reading (GRADES 3-5)**
This class enhances a student’s understanding of reading strategies and comprehension. Students will learn to understand and distinguish differences, similarities, as well as draw conclusions on the structure and elements of a passage.

**Reading to Succeed (GRADES K-2)**
In this course, students will work upon their independent reading skills by further understanding the use of phonics and word-attacking techniques. An emphasis will also be placed on effective literacy that engages, motivates, and helps students succeed.

**Reading & Writing Skills for Middle School (GRADES 6-8)**
This class enhances a student’s understanding of reading strategies and comprehension. Participants will engage in different reading and writing exercises to enhance their knowledge of effective writing techniques for future applications.

**Super Science**

**Engineering – Agent of Change (AGES 7-14)**
In this Engineering of Power and Energy camp, students will work in engineering teams to create unique ways to harness, manipulate, and use energy efficiently. They will study directional energy transformation, the relationships between potential energy and kinetic energy, and electrical circuitry.

**Junior Engineering: Wings, Wheels & Sails (AGES 4-6)**
Students in this camp will get their passports and travel to a new country every day using a mode or tool they have engineered themselves to get there. At the end of the course, they will have built various forms of transportation, possess passports that reflect their travels, and have memories of the places they visited.

**Test Preparation**

**SAT Math Preparation (ENTERING GRADES 9-12)**
This class prepares students to succeed on the math section of the SAT examination. In addition to reviewing major math subjects (pre-algebra, algebra and geometry), students will learn about the format of the test, time-saving strategies and how to deal with anxiety through different test preparation strategies. All materials included.

**SAT Reading/Writing Preparation (GRADES 9-12)**
This class prepares students to succeed on the reading/writing section of the SAT examination. Topics, such as the format of the test, strategies on critical reading, memorization and understanding proper writing functions will be discussed. At the completion of this course, students will be able to organize their thoughts, interpret reading passages and use diverse vocabulary. All materials included.

register at ppp.utep.edu • 915.747.5142
Kid’s Fun Cupcakes – Valentines & Spring Designs (AGES 6-12)
Come and join us for this fun camp, wherein students will create Valentine’s Day and spring themed cupcakes. Students will work with coconut, candy hearts, frosting and much more.
Materials required: 6 to 8 cupcakes, a small spatula for frosting, and a container to take home your creations.
18PKLH0039 | Fee: $55 | Meetings: 1
2/10 Sa 9 a.m. to 1 p.m.

Empowering Youth - Skill Development Camp (AGES 11-15) NEW
This camp provides a safe and nurturing environment for youth to learn life-long skills, enhance their self-esteem, self-worth, as well as build character. Participants will learn easy and effective skills to analyze his or her own strengths and weaknesses, set personal goals, address and resolve bullying, protect themselves on social media, and much more.
18PKLH0001 | Fee: $49 | Meetings: 1
3/3 Sa 9 a.m. to 4 p.m.

Zoo Creatures! (AGES 6-12)
Did you know some lizards eat their own skin? Through this course, students will engage in animal study, meet and interact with live animals, and learn about survival adaptations. In addition, students will also investigate animal skulls, study camouflage, and safely learn about defense mechanisms, such as spikes, shells, venom and poison.
18PKSC1000 | Fee: $65 | Meetings: 1
3/3 Sa 9 a.m. to 4 p.m.

Chemistry Kids! (AGES 6-12)
Everything around us is dependent on chemical reactions and atoms! Put your beakers and test tubes to the test, as we experiment with different chemistry-based topics. Students will explore chemical and polymer reactions, acid, states of matter, density of liquids and much more.
18PKSC1001 | Fee: $65 | Meetings: 1
3/10 Sa 9 a.m. to 4 p.m.

Spring Crafty Camp (AGES 6-12)
Stir up your creativity! Through this spring craft camp, participants will create a spring wreath from recyclables, multicolored pot, macrame planter holder, key chain and much more.
18PKLH0040 | Fee: $55 | Meetings: 1
3/3 Sa 9 a.m. to 1 p.m.

Princess Camp - “Be the belle of the ball!” (AGES 5-8)
Your little princess is cordially invited to attend “Princess Camp.” Through this course, students will learn the importance of kindness, respect and good manners, as well as how to properly shake hands, table and tea etiquette, and much more. Each little princess will be crowned by a guest fairytale princess during the coronation ceremony at the end of the course, as well as receive her own tiara, certificate and tote bag.
Required materials: Princess costume or a dress and nice shoes. Students must bring their own lunch, beverages and snacks.
Note: Store-bought cupcakes and pink lemonade will be served in order to practice table etiquette skills. If your child has any food allergies please alert the P3 staff (915-747-5142) during registration.
18PKLH1020 | Fee: $75 | Meetings: 1
3/17 Sa 9 a.m. to 3 p.m.

Start-Up for Kidz – Business World in a Day (AGES 6-12)
This course teaches the basics of entrepreneurship, business, and finance. Students will engage in an exercise in which they start and operate their own business in an effort to build leadership and communication skills. Additionally, students will learn basic business vocabulary, how to create a marketing campaign, as well as reflect upon the modern business process.
18PKLH2000 | Fee: $75 | Meetings: 1
3/17 Sa 9 a.m. to 4 p.m.

Easter Art Eggsspressing (AGES 6-10)
Easter is an anticipated, exciting holiday with egg decorating at the forefront. In this course, students will engage in creating fun and easy Easter themed projects. These projects include egg decoration, creating Easter baskets, as well as marbled, watercolor and painting activities.
18PKAR1000 | Fee: $55 | Meetings: 1
3/24 Sa 9 a.m. to 2:30 p.m.

Mini Medical School! (AGES 6-12)
Join us for a cool camp that brings medicine, science and the importance of health to kids in an exciting and fun way. Aspiring mini doctors will conduct scientific experiments and use some new tools as they learn about the digestive, nervous, cardiovascular, respiratory and skeletal systems. They’ll also learn how to read an X-ray, use a stethoscope, touch real animal brains and much more.
18PKSC1002 | Fee: $65 | Meetings: 1
3/24 Sa 9 a.m. to 4 p.m.

A Mix of Art (AGES 6-10)
In this class, students will learn to use mixed media in art. They will be using various media and mediums including printmaking, collaging, painting, shaving cream, markers, glue, watercolor, etc. while learning about different art techniques. Students will have fun experimenting and mixing several materials for their own unique piece of art.
18PKAR1002 | Fee: $55 | Meetings: 1
4/14 Sa 9 a.m. to 2:30 p.m.

CSI Mystery! (AGES 6-12)
Through this course, students will become cool science detectives and together (with their class) solve a mysterious case. They will learn how to investigate the crime scene, analyzes clues, conduct a shoe print analysis, use crime tape and much more.
18PKSC1004 | Fee: $65 | Meetings: 1
4/14 Sa 9 a.m. to 4 p.m.

Dig Into Dinosaurs! (AGES 6-12)
Students will think like paleontologists and geologists as they explore the world of dinosaurs and investigate real and model fossils, footprints, a simulated dinosaur trackway, and excavate their own mini excavation sites. This camp includes take-home projects and specimens to start a cool student collection.
18PKSC1005 | Fee: $65 | Meetings: 1
4/21 Sa 9 a.m. to 4 p.m.
### Mini Miner Mania Spring Break Camps | March 12-16 *

#### Enterings Grades 3-5

<table>
<thead>
<tr>
<th>Camp</th>
<th>Description</th>
<th>Grade</th>
<th>Cost</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kids Lab!</td>
<td>This camp will teach students about the exciting science behind rockets. Design, build and test your own mini rockets, engineer a way for a payload to return safely to Earth, test soil for Martian life, eat like an astronaut and much more through this engaging camp.</td>
<td>3-5</td>
<td>$65</td>
<td>1/5</td>
</tr>
</tbody>
</table>

#### Enterings Grades 6-8

<table>
<thead>
<tr>
<th>Camp</th>
<th>Description</th>
<th>Grade</th>
<th>Cost</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Virtual World</td>
<td>This camp allows students the opportunity to turn recycled materials into original and fun pieces of art. The activities explored in this camp will motivate students to recycle, as well as get creative and innovative.</td>
<td>6-8</td>
<td>$65</td>
<td>1/5</td>
</tr>
</tbody>
</table>

#### Enterings Grades 9-12

<table>
<thead>
<tr>
<th>Camp</th>
<th>Description</th>
<th>Grade</th>
<th>Cost</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math, Phonics and Art Fun</td>
<td>Explore the circuits and bolts that make up a robot through this fun introductory camp. Junior roboticians will test different robot designs, racing Jigglebots, and even invent their own robot through the recycle of recycled materials.</td>
<td>9-12</td>
<td>$65</td>
<td>1/5</td>
</tr>
</tbody>
</table>

### Recycled Robots! (AGES 6-12)
This camp will teach students about the exciting study of Earth science and geology. Students will learn about all the different types of volcanoes and other Earth-based landforms. In addition, students will complete certain experiments, such as: playdoth plate tectonics, cupcake earth cores, slinky seismic waves, and much more in their studies.

**Space Invaders! (AGES 6-12)**
Become a rocket scientist and blast off in this exciting camp, which delves into space exploration and the science behind rockets. Design, build and test your own mini rockets, engineer a way for a payload to return safely to Earth, test soil for Martian life, eat like an astronaut and much more through this engaging camp.

**Volcanic Eruptions and Foaming Explosions! (AGES 6-12)**
This camp will teach students about the exciting study of Earth science and geology. Students will learn about all the different types of volcanoes and other Earth-based landforms. In addition, students will complete certain experiments, such as: playdoth plate tectonics, cupcake earth cores, slinky seismic waves, and much more in their studies.

### Register at ppp.utep.edu • 915.747.5142

Camps are one week long, Monday through Friday. Starting on March 12 to March 16, 2018.

*See next page for camps’ details and extended care options.*
MINI MINER MANIA SPRING BREAK CAMPS

ART EXPRESSION
Mini Art Explorers (GRADES 1-2)
In this course, students will explore various methods and techniques to create art. They will be encouraged to experiment with different art materials (color pencils, crayons, markers, paint), substances (oil, water, glue, shaving cream), and tools (brushes, scissors, straws, macaroni) to create their own unique pieces of art.
18PKAR11A2 | Fee: $80 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 9 a.m. to 12 N

DIGITAL TECHNOLOGY
Engineering Sounds: Musical Adventures (AGES 4-6) NEW
Through this course, students will explore how different sounds are created. Through the use of Makey Makey and Scratch, students will create interpretations of common musical instruments (drums, piano, guitar, etc.) in the effort to bring their music to life.
18PKED11A1 | Fee: $149 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 1 to 4 p.m.

Virtual Reality: Creating your Own Virtual World NEW
In this camp, students will create an engaging virtual reality experience for the Oculus Rift. They will create a fully functional 3D environment in virtual reality, wherein they can walk, interact, and explore. They will also learn how virtual reality works, how it differs from augmented and mixed reality, and much more.
For Youth (GRADES 3-5) 18PKIT13A3 | Fee: $165 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 9 a.m. to 12 N For Teens (GRADES 6-8) 18PKIT16P2 | Fee: $165 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 1 to 4 p.m.

FITNESS FUN
Swimming Classes - Beginner, Intermediate & Advanced (GRADES 3-12)
This course provides participants a swimming experience through P3’s Aquatic Youth Program. Instruction for the swimming is dependent upon the individual’s personal skill level, and will build and/or enhance one’s personal skill level, safety and self-confidence in the water.
Required materials: Swim wear, workout attire, goggles and a towel.
18PAQ11P3 | Fee: $139 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 1 to 4 p.m.
Youth Multi-Fitness Fun (GRADES 3-5)
In this camp, participants will engage in fitness activities to build upon their current fitness levels.

LUNCH POLICY FOR ALL MINI MINER MANIA SPRING BREAK CAMPS, EXTENDED DAY CARE AND SUPERVISED LUNCHTIME CARE: Students must bring their own lunch, beverages and snacks.

Youth (GRADES 3-5)
18PKPA13P1 | Fee: $80 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 1 to 4 p.m
Teen (GRADES 6-8)
18PKPA16A1 | Fee: $80 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 9 a.m. to 12 N

SUPER SCIENCE
Engineering Amazing Race (AGES 10-14)
In this camp, teams will have to work together to see who is able to travel the farthest around the world. This trek around the world will require students to design and engineer their very own bridge, car, boat, plane, and even a rocket!
18PKED16A3 | Fee: $149 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 9 a.m. to 12 N

Jr. Super Science Kids Lab! (GRADES 1-2)
Come and become immersed in the fantastic world of science. Students will explore a wide variety of sciences, from astronomy to zoology, and many more in between. Reveal secret messages, launch alka-seltzer rockets, break open geodes, fire off indoor fireworks, engage hands-on with animals and much more.
18PKSC11P2 | Fee: $85 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 1 to 4 p.m.

Junior Engineering: Power & Energy (AGES 4-6) NEW
In this camp, students will explore the foundational concepts of potential and kinetic energy by building their very own toys. Additionally, students will explore natural power and energy sources, such as falling water and the sun. Get ready for a shock in this energetic and engaging engineering experience!
18PKED11A1 | Fee: $149 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 1 to 4 p.m

Little Scientist (GRADES PRE-K AND KINDER)
Does your child show an interest in Science? This course will invoke their inner scientist as they will learn about different subjects of science through hands-on on experiments and activities.
18PKSC11K1 | Fee: $85 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 1 to 4 p.m.

Spanish for Youth (GRADES 3-8)
This elementary course is designed to help children with little to no previous understanding of the Mandarin language. Students will learn simple grammar, how to introduce themselves, and much more.
18PLYF13P4 | Fee: $80 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 1 to 4 p.m.

MUSIC, DANCE, THEATER
Youth Spotlight Theatre Camp
This course will help your child develop artistic, expressive and cognitive skills through acting. Students will learn acting techniques and activities using their voices, bodies and emotions. They will work with short scenes and plays which will be showcased at the end of the course.
18PLYS11A3 | Fee: $80 | Meetings: 5 3/12 - 3/16 M, Tu, W, Th and F 9 a.m. to 12 N
Wreck It Engineering (AGES 10-14)  
Smash! Crash! BOOM! Students in this camp will join Wrecking Companies for the week, as they attempt to work their way up the ranks of a company. In addition, students will compete against other wrecking company teams in engineering related challenges, such as building a bridge from balsawood, constructing safety mechanisms, and much more.
18PKED16P3 | Fee: $149 | Meetings: 5  
3/12 - 3/16  M, Tu, W, Th and F 1 to 4 p.m

TEST PREPARATION

SAT Reading/Writing Preparation (GRADES 9-12)  
This class prepares students to succeed on the reading/writing section of the SAT examination. Topics, such as the format of the test, strategies on critical reading, memorization and understanding proper writing functions will be discussed. At the completion of this course, students will be able to organize their thoughts, interpret reading passages and use diverse vocabulary. All materials included.
18PKTS19A1 | Fee: $145 | Meetings: 5  
3/12 - 3/16  M, Tu, W, Th and F 9 a.m. to 12 N

SAT Math Preparation (GRADES 9-12)  
This class prepares students to succeed on the math section of the SAT examination. In addition to reviewing major math subjects (pre-algebra, algebra and geometry), students will learn about the format of the test, time-saving strategies and how to deal with anxiety through different test preparation strategies. All materials included.
18PKTS19P1 | Fee: $145 | Meetings: 5  
3/12 - 3/16  M, Tu, W, Th and F 1 to 4 p.m.

EXTENDED CARE  
For MINI MINER MANIA (weekly camps only)  

Extended Day Care: Morning Only  
Extended care from 7:30 to 9 a.m. Snacks are not included. This course is non-refundable.
18PKECA0001 | Fee: $12 | Meetings: 5  
3/12 - 3/16  M, Tu, W, Th and F 7:30 to 9 a.m.

Extended Day Care: A.M. and P.M.  
Extended care from 7:30 to 9 a.m. (morning session) and from 4 to 5:30 p.m. (afternoon session). Snacks are not included. This course is non-refundable.
18PKECB0001 | Fee: $20 | Meetings: 5  
3/12 - 3/16  M, Tu, W, Th and F 7:30 to 9 a.m. and 4 to 5:30 p.m.

Extended Day Care: Afternoon Only  
Extended care from 4 to 5:30 p.m. Snacks are not included. This course is non-refundable.
18PKP0001 | Fee: $12 | Meetings: 5  
3/12 - 3/16  M, Tu, W, Th and F 4 to 5:30 p.m.

SUPERVISED LUNCHTIME CARE  
All students staying on campus for both the morning and afternoon sessions must register for the supervised lunch hour from noon to 1 p.m. Lunch is not included. This course is non-refundable.
18PKLU0001 | Fee: $10 | Meetings: 5  
3/12 - 3/16  M, Tu, W, Th and F 12 N to 1 p.m.

For more information call 915-747-5142 or visit us online at ppp.utep.edu.
Information
For information on Professional & Public Programs course offerings, policies or registration, call (915) 747–5142, fax (915) 747–5538 or drop by the Professional & Public Programs Office on the UTEP campus, at Suite 102, Monday through Friday, 8 a.m. to 5 p.m.

Registration Confirmation & Room Assignment
A confirmation will be e-mailed to you within 48 hours with all pertinent course information. Classes are located on campus unless noted otherwise. A participation form will be attached to be filled out for each participant. Please bring the completed form to ensure prompt check in.

Course Fees
Professional & Public Programs is committed to offering quality programs at affordable prices. Course fees are based on an estimated minimum number of students. Professional & Public Programs is self-sustaining; course fees cover all expenses. No support is received from state or local taxes.

Participation Guidelines
Participants, or their representatives, who behave in a manner which is disruptive to the learning process, interferes with the well-being of other participants or staff, or causes damage to University or contracted facilities, may be asked not to return to the class.

Special Accommodations/Needs
If you have a disability and require special accommodations, please contact us at (915) 747–5142 or ppp@utep.edu.

Register Early
A course is closed when it reaches maximum enrollment, so please register early. Courses that do not meet the minimum enrollment will be canceled. Registrants will be notified of course cancellations by phone and e-mail. Please provide day and evening phone numbers, as well as an e-mail address, with your registration. Refunds will be processed automatically for courses canceled by Professional & Public Programs. Please allow two to three weeks for processing.

Professional & Public Programs reserves the right to cancel any course. Class locations, dates, times and instructors are subject to change.

Refund/Credit Voucher Policy
To keep cost as low as possible, we have instituted the following refund and credit policy. For your protection, we ask that you carefully review the terms below. Exceptions will not be made.

If you choose to withdraw from a course for any reason, your written request must be received by Professional & Public Programs three business days prior to the first class meeting. A full refund of your registration, less a $15 processing fee per course and cost of materials and/or lab fees, will be given. Please allow two to three weeks for processing. Refund requests must include your name, daytime telephone number, the course number or name, and reason for dropping the course. Telephone requests will not be accepted.

Please note: Certain courses are governed by their own refund policy.

Credit vouchers will be given when you withdraw from a course is within one to two business days prior to the first class meeting. Vouchers must be used toward another class of equal or greater value no later than Aug. 31, 2018. Each voucher will be issued in the amount of the registration, less a $15 processing fee and cost of materials and/or lab fees. Credit voucher requests must include your name, daytime telephone number, and the course number or name. Telephone requests will not be accepted.

Please note: Certain courses are governed by their own voucher policy.

No refunds will be given on or after the first class meeting. A $25 fee will be charged for returned or canceled checks.

Send your request via:
E-mail: ppp@utep.edu
Fax: (915) 747–5538
Mail: The University of Texas at El Paso
       Professional & Public Programs
       Kelly Hall, Suite 102
       500 West University Avenue
       El Paso, Texas 79968–0602

The University of Texas at El Paso does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, veteran status or sexual orientation in the employment or provision of services.

Neither this course catalog nor any part of it may be reproduced, stored in a retrieval system, or transmitted in any form or by any means electronic, mechanical, photocopying, recording or otherwise, without the permission of the Professional and Public Programs at UTEP – Extended University. All information in the Spring 2018 Course Catalog is checked and verified to the best of the department’s ability, however the program cannot be held responsible for any mistake or omission enclosed in the publication.
Continuing Education at UTEP

- Mini Miner Mania Camps
- Corporate & Business Training
- Language and Cultural Studies
- English Language Institute
- Corporate Customized Training
- Online Courses (Non-Academic Credit)
- Community Enrichment for Adults & Youth

CONNECT WITH US
UTEPP3 PROFESSIONAL & PUBLIC PROGRAMS

TWITTER.COM/UTEPP3

FACEBOOK.COM/PPP.UTEP

LIKE US ON FACEBOOK TO RECEIVE SPECIAL OFFERS, GIVEAWAYS, UPDATES ON COURSES AND MORE!