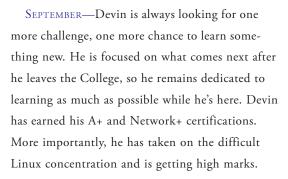
Empire

Writes Back

Volume 18, Issue 3, Fall 2018

Congratulations Students of the Month!

Devin Juley, Jessica Fairfield, and Calista Davis



OCTOBER—Jessica is a quiet, yet dedicated accounting student with a 4.0 GPA and excellent attendance. She has surpassed her graduation key-

boarding speed requirement at 49 wpm. A bright, hard-working student with a genuine interest in the field of accounting, Jessica sets an example for her classmates with her professional appearance and her focus on her coursework. She participates in IMA meetings and fundraisers and serves as membership director.

NOVEMBER—Earning her degree is Calista's top priority and her actions show that to be true because she is always on campus studying! She has even adjusted her work schedule multiple times to accommodate her schooling. Calista is a sponge for learning and has taken classes at all hours of the day and evening to help facilitate the forward movement of her program. Not only is she prepared, she checks in with her peers to make sure they are prepared as well. She picks up new skills quickly and easily.





We Got the Job!

Accounting

Gina Bedrosian Elephant Ear Systems Staff Bookkeeper Trisha Decaillet JH Management, LLC Bookkeeper

Business and Hospitality/Tourism

Angel Echols Dimensions 4 Engineering Front Office Assistant

Josh Kerston First American Home Warranty Claims Resolution Specialist

Michelle Longley Ameritech Financial Client Retention

Ryan Manzano Azure Acres Director of Admissions

Information Technology

Seth Lampert KLH Consulting Junior Field Technician

Legal

Laura Hiatt Albert J. Kubanis, Attorney at Law Legal Secretary



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The School of Law In Brief

2018 Pro Bono Award Recipients

On November 1st, the Sonoma County Bar Association hosted their annual "Pro Bono Awards" luncheon honoring legal community members who volunteer their time in service to the local community and the Courts. Empire honored more than 45 volunteers and awarded two special recognition awards.

- Samantha Vance, JD was recognized for her volunteer work in the Small Claims Advisory clinic.
- Grace De La Torre, JD was a recipient for her work volunteering in Self-Help Access clinic.



In addition, the Sonoma County Superior Courts recognized alumnus Shawn Bunyard, and the Sonoma County Bar Association honored Tracy Chodora, Empire Law's Registrar/Assistant to the Dean, as the 2018 Unsung Hero for "making a difference in other's lives by undertaking self-less acts without anticipation of reward, recognition, praise, or personal gain."



Dean Purtill, the Law faculty, and staff of Empire College extend a huge CONGRATULA-TIONS to July 2018 California Bar Examination passers. Empire will host a swearing-in ceremony at the beginning of December.

Two alums who passed the February exam were admitted to the practice of law in November 2018. On her birthday, Christina Howard, was sworn-in with Judge Averill presiding. A pretty exciting birthday. The following day, Yuvanna Davis Diaz was sworn-in on November 9th by her dean, now Hon. Patrick Broderick. These graduates' accomplishments required years of dedication and hard work in law school and hundreds of hours of preparation.

2019 Moot Court Competition Team Try-outs

Try-outs for Empire Law's Roger J. Traynor moot court competition team for 2019 will be happening soon. Coach Burtnett will be selecting 2-3 team members who will then begin brief preparations and oral argument practices for the April 2019 competition.

Support for Law Students and Graduates

The State Bar of California - Lawyer Assistance Program (LAP) recently included law students and Bar applicants to benefit from their LAP program. Confidential support at no or low-cost can be obtained for stress, relationship challenges, burnout, substance use, anxiety, and other areas of personal challenges. The program's mission is striving "to support legal professionals in

achieving their optimum level of practice, while enhancing public protection and helping to maintain the integrity of the profession." For more information go to: www.calbar.ca.gov/LAP or refer to the flyer posted on the law school bulletin board.

Community Connections

Dean Brian Purtill has been meeting students, observing faculty, attending community events in the County. You may see him out and about at State Bar of California Deans' meetings, Sonoma County Bar Association and Sonoma County Women in Law events, SAY meeting or fundraisers, and even teaching a class of Empire Law students. Dean Purtill was also recently a guest of Traci Carrillo on KSRO during Steve Jaxon's "The Drive" show. We don't have to call him the "new Dean" any longer since he has been getting his feet wet in so many facets of the college community already.

Annual Fall Awards Ceremony

The annual Fall Awards Ceremony is coming soon. Scholarship recipients, clinic honorees, and Witkin honorees will be announced. Stay tuned!







Paralegal Department News

Meet Kimberly Jenkins, Legal Department Student Mentor

My interest in the legal field began during a mock trial in one of my high school law classes after successfully defending my client. Fast forward a couple of decades, two kids, and at least two careers later, I made it to Empire Business College!

The ethics and professionalism that are not only modeled, but expected, make this an exceptional institution. I absolutely love it here. The staff and student body are supportive and positive and there is an immeasurable forward growth that takes place here each day. I never feel alone or without help when I need questions answered, and the encouragement of a strong and healthy learning environment has meant the world to me. The quality

of education surpasses my expectations for being prepared to enter the field in my profession, and I cannot wait to begin the next chapter of my life as a paralegal!



Your wentor

New Legal Programs Available

The Legal Department is excited to announce two new programs: Legal Office Assistant and Paralegal Studies for the working legal professional.

Sonoma County Bar Association Adds Paralegal Section

The Redwood Empire Association of Paralegals (REAP) has officially disbanded. The Sonoma County Bar Association has created a paralegal section of the Bar. This will allow paralegals to continue to get together for networking and seminars and to continue the annual paralegal student scholarship award. Thank you to Empire graduate Nancy Clark, the last president of REAP, for guiding the association into this new collaborative relationship with SCBA. We encourage all legal students to join SCBA. As a legal student, your membership is free!

Sonoma County Women in Law Luncheon Features Female Judicial Officers

In September, legal students attended the Annual Sonoma County Women in Law Luncheon and Forum with the Sonoma County Female Judicial Officers. The judges were asked their views about women in the legal profession currently and what they think the legal field will look like twenty years from now.

Paralegal Students Write Order for Small Claims Court

In October legal students were asked to help with a Small Claims case. They successfully wrote a proposed order and were able to watch while Assistant Dean Murray Cockerill made his case on behalf of his client before Judge Hardcastle. Judge Hardcastle signed the order! Our students make a difference in the lives of people seeking justice from our courts.

In November and December, legal students will have an opportunity to sit in on the mock trials of our law students.

Please see Legal Department Head Monica Lehre for more details.

Legal Aid of
Sonoma County,
Mauro Archer
O'Neill and
Hansen & Miller,
and the Sonoma
County District
Attorney's Office
participated in the
recent Job Fair.





News from the Business Administration Department

Hospitality/Tourism Class Field Trips and Certifications

Students in the hospitality/
tourism classes had a special
tour and presentation by
Nicole Bradin, Director of
Community Engagement, at
the Sonoma County
Tourism Office. Topics
included an overview of
tourism in Sonoma County,
destination marketing, and
SCT's new branding
initiative.

Suzy Montes, National Sales Manager, also joined the meeting and told the class a



little about her career path (she graduated from Empire's hospitality program) and what she and the sales team do.

Prior to taking the Certified Tourism Ambassador exam, instructor Bruce MacKay took his students on a tour of
Petaluma and Sonoma to expand their knowledge before taking the CTA test. All of the students passed the CTA exam

with flying colors and also earned their AHLA (American Hotel & Lodging Association) Guest Services Certificates.

Congratulations to:

Michelle Armanini, Nahomy Banuelos, Casey Campbell, Rachel Coulter, Jessica Humphrey, Morreen Iversen, and Jody Shaffer!

Business Students Achieve Microsoft Certifications

Congratulations to the following Business students who recently passed Microsoft certifications:

Bertha Ramirez: Excel

Victoria Lebowitz: Excel and Outlook

Meet Casey Campbell, Business Student Mentor

Hi! My name is Casey. Welcome to Empire College! I am here to guide you, answer your questions, encourage you, and to be your friend, as long as you need me. I came to Empire College because I am impressed with Empire's career success, the graduation rate, as well as the small classes. I am currently enrolled in the Hospitality/Business program and I love it! I have had international travel experience, which has helped shape my interest in Tourism, and naturally, I am hospitable. So far I have learned a lot about myself, and it has inspired me to be proactive as a leader and a hard-working student. I look forward to being your mentor.









Wilson Artisan
Wines and
Fairmont Sonoma
Mission Inn were
among the employers seeking qualified candidates at
the Empire College
Job Fair.

Accounting Department News

Become a VITA Volunteer!

Volunteer to help low-wage, working families and individuals keep more of what they earn. United Way's Volunteer Income Tax Assistance (VITA) volunteers have helped return more than \$10 million in tax refunds to our local community!

Tax preparers, intake coordinators, and interpreters are needed. No tax preparation experience is needed to volunteer, and free in-person or online training will be held in December and January. You can register to volunteer at unitedwaywinecountry.org. For questions, call 707-528-4485 extension 122.

Accounting Students Achieve Certifications

Congratulations to the following Accounting students who recently passed certifications:

Elissa Steckler: Payroll Amy Wilkinson: Payroll







IMA Student Chapter News

During the past three months, the student chapter of the Institute of Management Accountants has been busy with "Meet and Greets" and fundraisers, the most recent of which raised money for Dogwood Animal Rescue Project.



Meet Tia Reed, Accounting Student Mentor

Hi, my name is Tia Reed. I started going to

Empire College in September of 2017 when I won a scholarship and began the Specialized Associate's Degree in Accounting. I am happily married and the very proud mom of four sons ranging from teenagers to toddlers.

I have been in the field of accounting for the majority of my adult life. It wasn't a career I chose; it more or less chose me. I have a knack for numbers and accounting. I decided to pursue a formal degree when my life took a dramatic turn, and it was time to make some big choices. Empire College has been the perfect place to make my dream happen.

I am both flattered and honored to be chosen as a student mentor. I enjoy supporting and assisting my peers in their personal progress to success, and I look forward to continuing to do so.

Even Patrick volunteers for VITA by delivering tax forms for Empire's annual free tax prep service!

2019 will be the 10th year Empire volunteers host a tax clinic.



Information Technology Department News

Field Trip to DriveSavers

The Empire College IT Department learned the importance of backing up data, disaster recovery, teamwork and, of course, people skills during their recent field trip to DriveSavers in Novato. DriveSavers is a company that specializes in data recovery and forensics. DriveSavers restores and recovers data from inoperable hard drives, flash

drives, tablets and cell phones.

Students were quite impressed with the museum of items DriveSavers has recovered data from. This includes melted computers from fires, a laptop recovered from a piranha filled river, and a giant hair ball collected from a cow's stomach,

courtesy of Ripley's Believe It or Not.



Doreen Griffiths, the Senior Manager of Business Relations, led the tour and told students several stories involving famous clients. DriveSavers has recovered an episode from the Simpsons and scripts from Star Trek creator, Gene Roddenberry. This list of their Hall of Fame includes: Steve Kerr, Harrison Ford, Khloe Kardashian, Industrial Light and Magic, Metallica, Will Ferrell, The Rolling Stones, Johnny Depp and many, many more.

If one word can describe Drivesavers it would be "teamwork." There are many different departments from the call center, shipping and packaging, the "clean room "where hard drive duplication takes place, data recovery, forensics and mobile device recovery. All these departments work together as one big family to make the best experience possible for their customers. As Empire students toured various departments, management stressed collaboration and teamwork and how important it is for their business. All employees help and learn from each other, creating an effective and positive atmosphere in which few employees leave the company.

Doreen emphasized how people skills and good communication are so vital for their employees. When they hire new employees, they may not choose someone who has all the required technical skills they are looking for. Instead, if someone makes an impression and connects during an interview, they could hire that person and teach them the additional technical skills they need. This is further proof for IT students how important their Career Transitions and Human Relations classes are.



Empire Can Help You Achieve High-Level Certifications – Just Ask Blake Buchanan!

When you pass one Microsoft exam you become an MCP (Microsoft Certified Professional). When you pass three Microsoft exams (70-410, 70-411, 70-412) you become an MCSA (Microsoft Certified Solutions Associate: Windows Server 2012). This is a highly sought-after certification and opens up more job opportunities and brings higher pay. Just ask Blake Buchanan, who recently obtained this.

Blake's keys to success include taking practice tests every night. This process starts the first day of class and continues throughout the module. By the end of six weeks he's ready to take the exam. Time flies as you are going through this program; it's important to take your certifications as soon as possible to advance your career.

So Empire IT students, when you get home each night, put away your Red Dead Redemption (or god forbid Fortnight) and start taking your practice tests each and every night.

Congratulations as well to these students who recently passed certification exams: David Johnson and Anthony Lewis – Network+; Javier Ortiz – Identity with Windows Server 2016.

North Bay Business Journal's CyberSecurity Conference

Empire College faculty, staff, and students attended the North Bay Business Journal's CyberSecurity Conference September 28th, 2018. The event, co-sponsored by the College, highlighted the need for cybersecurity professionals in the workforce. In attendance were many employers who were invited by the College to attend. An FBI agent, security consultant, and two professionals who specialize in penetration testing (or ethical hacking) gave presentations on IT security and relayed stories of how they hacked networks to test the security of the organizations that hired them.

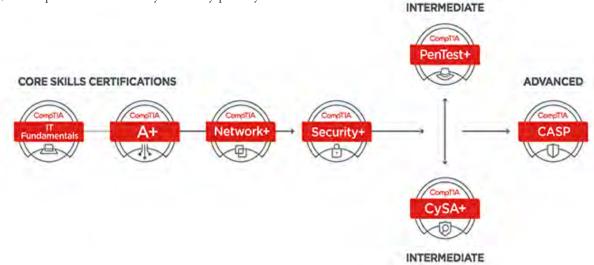
Their stories were very entertaining but also scary. Organizations simply are not equipped to deal with the many Cyber threats that exist today. These organizations sometimes don't see the need for security. High profile hacks have led to laws and regulations that will force organizations into compliance. This leads to some problems. Business can't find enough qualified individuals to secure their networks, and the demand for CyberSecurity Analysts and Penetration Testers is growing. Also, educational facilities are desperately behind the curve in getting people qualified for these positions.

Here are some interesting statistics about the cybersecurity field:

The U.S. Bureau of Labor Statistics predicts that information security analysts, which includes penetration testing, will be fast growing, with 28% overall growth between 2016 and 2026. 8 in 10 managers indicate that IT security certifications are very valuable (38%) or valuable (42%) in terms of validating security-related knowledge/skills or evaluating job candidates.*

CompTIA and Department of Defense Develop CyberSecurity Career Pathway ...

To combat the need for qualified employees, CompTIA worked with the Department of Defense and many Fortune 500 companies to create the CyberSecurity pathway.





... Pathway Now Offered at Empire College

Did we mention Empire College is a CompTIA Authorized Academy? Did we mention Empire College will be one of the first colleges in Northern California to teach these new cybersecurity Analyst+ and Pentest+ certifications? If you're looking for a great career defending and hacking computer networks, with great job growth and pay, take a trip to the admissions office and ask about our new program or come to Room 210.

ADDITIONAL INFORMATION:

Become a White Hat Hacker @ https://empcol.edu/blog/become-a-white-hat-hacker/

Medical Department News

Message from Medical Instructor Samantha Mineo on Behalf of SAY's One Cold Night

On December 7th I will be sleeping outside for one night to advocate for the many young people who go to sleep without a home every night in Sonoma County. Between now and then, I am committed to fundraising for Social Advocates for Youth (SAY) and the critical programs and services they operate for the most vulnerable members of our community.

Right now there are 515 youth experiencing homelessness alone each night in Sonoma County, one of the highest rates per capita in the United States. For those ages 18-24, 88% percent are unsheltered and will sleep on the streets tonight.

The young people I'm sleeping out for may be escaping years of physical abuse, a dangerous human trafficking ring, a drug-addicted parent, a house overflowing with rage, or may have "aged-out" of the foster care system with little to no resources for self-sufficiency. And guess what? Most young people experiencing homelessness are unseen by me and you every day. They are sleeping on couches, they're sleeping in a broken-down car, or they're trying to stay safe in remote places of the county that are unfit and dangerous for humans, especially young people, to live in.

SAY's services help homeless and disconnected youth stabilize their lives, find safe housing, access mental health care, and develop the skills to become contributing members of our local workforce.

Today I ask you to help me support the work of SAY and give all youth the tools and skills they need to achieve self-sufficiency. Please click the donate button on this page and join us in ensuring that the trauma of homelessness and disconnection loosens its grip on the deserving, at-risk youth struggling in our community. On behalf of the lives you will change with your gift, thank you!

#OneColdNight2018

Every dollar helps, you can support these efforts a few ways.

Visit http://give.saysc.org/goto/Mineo online or One Cold Night 2018 on Facebook for direct donation.



Medical Skills Certifications

Empire medical assisting students now have a choice of three certifications recognized in California: state certification (CCMA) through the California Certifying Board for Medical Assistants and two national certifications, NCMA (National Certified Medical Assistant) through NCCT and RMA (Registered Medical Assistant) through AMT.

We are pleased to announce that Alicia Frieze is our first RMA exam passer! But that's just the beginning of our certification passers this past quarter. Congratulations to all of our new Certified Medical Assistants and those who have passed skills certifications in CPR, injections, EKG, phlebotomy, and more!



CERTIFIED MEDICAL ASSISTANTS

Vanessa Abrego Marisa Chacon
Emily Amador Godinez Nansi De La Torre
Eloisa Ambriz Alicia Frieze
Lynnsey Avina Taylor Householder
Frances Bengtsson Claudia Lopez
Brenna Bjornestad Karina Lozano Chavez

Xenia Reyna Crystal Robert Megan Schneider Alondra Soto Rebekah Turknett Ana Vazquez Brooke White



Congratulations to medical majors who have recently earned injection, EKG, phlebotomy, and/or urinalysis skills certifications:

Cvnthia Prieto

Eloisa Ambriz Oregon Kelly Carrero-Sanchez
Christy Arga Nansi De La Torre
Lynnsey Avina Avina Julisa Dominguez
Lach Palasah

Leah Balasch
Cynthia Enriquez Carlino
Frances Bengtsson
Ma Gomez Sanchez
Jordan Burger
Sheena Helems
Cristsal Calderon
Taylor Householder
Theresa Kelley

Daisy Cardiel Lopez

Cynthia Brenner

Jenyfer Martinez-Bueno

Xenia Reyna

Alicia Salomon Padilla Megan Schneider Alycia Smith

Ana Vazquez Mondragon

Adelina Werby Brooke White

Meet Our Medical Mentors, Krista Dutcher and Phil Fox

My name is Krista Dutcher, and I enrolled in the Medical Assisting program at Empire College in May 2018. After being a stay home mother of four, for eighteen years, I have decided to pursue my interest in medicine. I am enjoying the school experience as an adult and feel confident that my new skills will lead me to success. It has been a good reminder of my capabilities and interests.

My experience at Empire College has been fulfilling in a number of ways. The support, encouragement, and friendships are abundant, and I feel excited and motivated to arrive each day as a result. I am honored and excited to be a student mentor, and I look forward to helping you succeed!

Hello! My name is Philip Fox, I am 41, and I would like to welcome you to Empire College. After becoming a single dad, I came to Empire in February of 2018 looking to make a big change in my life. I have been around medical terminology my entire life (with a mother who works in the medical field) and have always been good with numbers. That is why I chose the Medical Billing and Coding program here at Empire.

All of the programs here at Empire offer great pathways to lead you to the career you are looking for; it just depends on where your passion takes you. For me, that was the medical program. I am very fortunate to have a great support group of family and friends that have helped push me and motivate me, but the people I have met at Empire have been a huge part of my success. I have loved my time here at Empire College, and look forward to finishing strong before I graduate in January of 2019.

I have learned a LOT, met some wonderful staff members and teachers, and have made some great friends along the way. My best advice to the new students is to use the teachers, staff, tutors, and mentors as a resource to guide you down your path and to help you along the way. Never be afraid to ask

questions and continue to learn. I am very honored to be your student mentor for the Medical Department and am happy to help you in any way that I can.







JOBS! (continued from page 1)

Medical

Deanna Alvarado Pre-Billing Representative ProTransport-1 Mireya Arias Medical Receptionist Alliance Medical Center Brenda Beltran Medical Assistant Santa Rosa Community Health Kyle Brinson Medical Assistant St. Joseph Health Tabitha Carr Coder Aurora Hospital Marisa Chacon Medical Assistant Sutter Health Claudia Lopez Medical Assistant Step Up Podiatry Vanessa Lopez Munoz Medical Assistant Women's OB/GYN Medical Assistant Alliance Medical Center Claudia Magdalena Olga Mendez Ortiz Medical Assistant West County Health Centers Graciela Ponce Medical Receptionist St. Joseph Health Dillon Saltzer Medical Assistant Sutter Health Alondra Soto Medical Assistant Northern CA Medical Associates Reannaa Stoneham Front Office Receptionist Sport and Spine Therapy of Marin Torita Tavae West County Health Center Medical Assistant Kelsey Thompson Medical Assistant Barton Hospital Adelina Werby Medical Assistant Northern CA Medical Associates



Career Services hosted a job fair on October 3rd, with 28 employers on campus. The employers were impressed with the 75 students and alumni who attended, with 87% saying their overall impression of the students was excellent or good.

Empire College brought their A game yesterday! I had the pleasure of meeting with so many professional students that are looking to get into the healthcare industry. We did on-the-spot interviews and got to connect with the community.

– Marin General/Prima Medical Group

It was very nice to meet you last week and we appreciate being included in your job fair. I have to say that the Empire students and graduates that we have here are some of our most valued Team Members, and I would like nothing more than to have a few more join our team.

— River Rock Casino

Our student reps represented! Amy Wilkinson, Blake Buchanan, Casey Campbell, Cierra Cassero, Deanna Wassana, Devin Juley, Kim Jenkins, Lisa Arciga, Philip Fox, and Shane Whitman! "The student representatives/volunteers were great!", "I loved that we were paired with a rep to help us get situated and get familiar with the location."

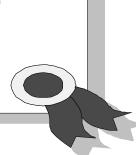
With over 20 raffle prizes, many students walked away with wine, food and coffee gift cards, water bottles, and goodie bags. Ashley Cardenas won a Fitbit from NCMA, Deanna Wassana was the lucky recipient of dinner at the Fairmont Sonoma Mission Inn, and Jessica Vogt landed an Amazon Echo from KLH Consulting.

But best of all? 7 students were offered positions in their field! Congratulations!





Honor Roll



Students listed have achieved President's or Dean's Honors as of October 2018.

President's Honors: 3.85-4.0 cumulative GPA &

no Incomplete or F grades

DEAN'S HONORS: 3.45-3.84 cumulative GPA, no I or F grades

President's Honors

Adams, Anthony Arciga Coria, Lisa Arga, Christy Ballesteros, Yedmi Brinkel, Amy Buchanan, Blake Buenrostro Castellanos, Yaquelin

Carr, Tabitha

Chryssovergis, Aletha

Coulter, Rachel

Crow, Eliza

Davis, Calista

Davoren, Bernadett

Dedrick, Jazmine

Dunlap, Tasha

Dutcher, Krista

Evans, Alyssa

Fairfield, Jessica

Fox, Philip

Gomez Baltazar, Esbeide

Gomez Sanchez, Ma

Henderson, Bobbie Jean

Hernandez Reyes, Maria

Howard, Ryan

Juley, Devin

Kelley, Theresa

Laws, Melissa

Lebowitz, Victoria

Levy, Ryan

Lowry, Rebecca

Lyall, Matthew

Mahoney, Christie

Nelson-Ueland, Roxanne

Purdom, Lucy

Ramirez, Mariana

Reed, Tia

Richards, Chaila

Sapien, Eleanor Schneider, Megan Schwartz, Ashley Schwartz, Carol Segobiano, Alyssa Shaffer, Jody Sinnott, Angelique Sisouvanh, Annabell Smith, Alycia Solorio Flores, Andy Wilkinson, Amy

Dean's Honors

Adcock, Vanessa Bengtsson, Frances Corey, Marcus Crespo, Mariah Dominguez, Julisa Fitzpatrick, Rhiannon Garcia, Carmen Hilliard, Hope (Monty) Humble, Auriana Inocencio, Melody Johnson, Diana Lacey, Victoria Martinez, Laticia Moyer, John Ramos, Angela Ryder, Benjamin Salomon Padilla, Alicia Sanchez Lombera, Jasmine Sanchez, Nijahia Santiago, Stephanie Valerio, Shekainah Vogt, Jessica Werby, Adelina Whitman, Shane

Woodworth, Victoria



Medical students volunteer in support of community health

You never know where you will find Empire's medical students volunteering in our community. It could be at the Sebastopol Senior Center, where they have been volunteering monthly for 12 years! Or it could be at the City of Santa Rosa's Benefits Fair performing blood pressure and blood sugar testing, the North Coast Builders Exchange Health Fair, any number of locations (Santa Rosa City Schools, homeless service centers, and on campus) providing free community flu shots, or volunteering at Sutter's Cat Walk for a

To see more photos of volunteer activities, visit http://www.facebook.com/ EmpireCollege.SchoolofBusiness



Empire's School of Business Launches New, Shorter Programs

Have you heard the news? Empire College School of Business has launched newly designed, shorter programs that are even more concentrated on the industry certifications needed to launch or advance careers. The programs were created in collaboration with top employers who partner with the College on advisory boards.

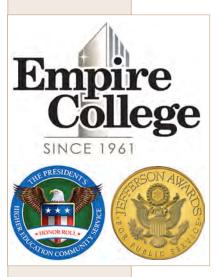
It is now possible to earn an associate's degree in an in-demand field in just 18 months or add to existing skills with certifications in Microsoft Office, bookkeeping, and more in just 6 months.

Three entirely new programs have been created especially for those with previous college and/or work experience:

- Paralegal Studies This 12-month, part-time program meets the requirements of the California Business & Professions Code for a paralegal certificate.
- · Accounting with Certification Emphasis Students are readied for the QuickBooks, Payroll, and Bookkeeper certification examinations through the National Association for Bookkeepers, as well as Microsoft Office Specialist (MOS) in Excel and the IRS Advanced Tax Certificate.
- · Microsoft Solutions Expert Designed to give the I.T. professional experience in designing, deploying, and administering network infrastructure using Microsoft Windows, students acquire the skills and tools to achieve their MCSE (Microsoft Certified Solutions Expert) in cloud platform and infrastructure.



Also new! Cybersecurity Certification - See story on page 7 outlining the latest DOD approved certification.



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