Get Your GED

Community Meeting

- Find out what it takes to get your GED
- Sign up for classes.
- Other options available to you
- Snacks provided

DATE: Thursday, **September 18th**
TIME: **3 — 7 PM**
LOCATION: RM 264, Admin. Bldg.

* RSVP: 360-716-4888, Higher ED
or highered@tulaliptribes-nsn.gov

EVERETT COMMUNITY COLLEGE | EDMONDS COMMUNITY COLLEGE

Classes begin Monday, September 22

"Tribal Technology Certificate" (EverettCC)

Keyboarding Speed & Accuracy Mon & Wed, 1-3 pm
Introduces keying-by-touch, speed and accuracy, and includes techniques for creating, editing, saving, opening and closing documents.

Job Search/Professional Development Mon & Wed, 9-11am
Learn how to conduct a job search. Focus on students' skills and abilities and fitting into the job market.

Business English Tue & Thu, 2-4 pm
Review of abbreviations, capitalization, grammar, possessives, punctuation & spelling. Includes proof reading & editing.

Intro. to Tribal Governance 9 am—12:30 pm
10/3, 10/17, 10/31, 11/7, 12/5 Examination of legal system, its rules & regulations regarding Native Americans.

Business Mentorship Arranged
Provides students with a supervised work environment to apply their management, marketing and operations knowledge in either a for-profit or non-profit organization associated with the student's academic focus.

Computer Literacy Mon & Wed, 3-5 pm
CL 101—Introduction to Windows environment and MS Office.
CL 102—Using the computer/Managing Files
CL 103—Word processing
CL 104—Spreadsheets
CL 105—Databases
CL 106—PowerPoint

Supervised Computer Labs
for CL 101– CL 106 classes

GED/Adult Basic Education Tue & Thu, 8:30-11:20 am
Classes prepare students to pass the GED test.

Supervision Basics (Edmonds CC) 9 Tuesdays, 3-5 pm
9/23/14 – 11/25/14 New, experienced or future supervisors learn about "The Supervisor's Survival Kit" and effective skills for success.
For enrollment information, email Karen Lamoreux at **klamor@edcc.edu**

Space is limited. Enrollment is open to, and books/tuition are FREE, for (in order) Tulalip Tribal members; spouses & parents of Tulalip Tribal members; other Native Americans; and employees of Tulalip Tribes.

Tulalip College Center • 7707 36th Ave NW Building C-1&2
(next to Boys & Girls Club)

EVCC Students May Enroll at the First Class Session

For more information:
Jayne Joyner, 360-716-4892 or jjoyner@everettcc.edu
Michael Chaplin, 425-388-9964 or mchaplin@everettcc.edu