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COMMUNITY COLLEGE OF ALLEGHENY COUNTY SPECIAL NEEDS PROGRAM

Mary Jo Guercio 412.237.2723
Support Staff 412.482.3380

2017 SUMMER/FALL SPECIAL NEEDS PROGRAM



The first choice for faster results

JULY CLASSES

MINIATURE GOLF	YJC-124-58101 SS	PAR2 ~ MONROEVILLE	
SUNDAY ~ JULY 23 RD , 2017 (1 SESSION)		12PM – 2PM	\$12-
Spend an afternoon sharpening your skills on the exciting course of miniature golf. This will strengthen social interaction, competitiveness and develop eye-hand coordination. Students will respectfully take turns and feel the success and accomplishment at the end of the course.			

CERAMIC PROJECT	YJC-422-58101 SS	EIC ~ ENERGY INNOVATION CENTER	
WEDNESDAY ~ JULY 26 TH , 2017 (1 SESSION)		6PM – 8PM	\$21-
Students can express their creative side in creating beautifully painted and designed ceramic pieces. Students will enjoy music while they work together to bring out their inventive and artistic abilities. All supplies are provided for this class. Please register or reserve your seat by July 21st, 2017 to allow for purchasing materials.			

MEAL MATINEE (EMOJI MOVIE)	YJC-140-58101 SS	LOEW’S THEATRE / WATERFRONT	
SUNDAY ~ JULY 30 TH , 2017 (1 SESSION)		12PM – 4PM	\$40-
This 4-hour course offers students a social experience which includes a meal followed by a movie. This class will improve upon participation and social skills. The main theme and objectives of the movie will be discussed. All movies will be developmentally appropriate for students. Everyone attending must be registered. In the event that a movie will run overtime, please provide a phone number where you can be reached during the event. MOVIE: “Emoji Movie” (<i>Staff must also be registered for this event</i>) Everyone Must be REGISTERED by Tues, July 25th for this event. NO exceptions, OR make sure you have your seat RESERVED by calling Linda at 412-482-3380 by July 25th!			

BINGO BLAST	YJC-114-58101 SS	EIC ~ ENERGY INNOVATION CENTER	
MONDAY ~ JULY 31 ST , 2017 (1 SESSION)		6PM – 8PM	\$18-
This two-hour course offers students an enjoyable Bingo experience. Students will participate in the game of bingo for a chance to win prizes. Bingo is a wonderful game that improves hand-eye coordination while adding excitement and anticipation. The EIC offers free accessible parking in front of building.			

AUGUST CLASSES

ACTIVITY CIRCLE: WOODWORKING	YJC-430-58101 SS	EIC ~ ENERGY INNOVATION CENTER	
WEDNESDAY ~ AUGUST 2 ND , 2017		6PM – 8PM	\$22-
This two-hour program will provide students an evening to work together and learn skills in woodworking. Safety and proper use of tools will be taught. Students will conclude this class with a project they will be proud to display or give as a gift. Supplies will be provided for this course. Please register or reserve your seat by Fri., July 28th, 2017 to allow for purchasing materials.			

AUGUST CLASSES (*con't*)

CREATIVE WRITING	YJC-243-58101 SS	CCAC ~ ALLEGHENY CAMPUS	
THURSDAYS ~ AUG 3 RD THRU 24 TH , 2017 (4 SESSIONS)		6PM – 8PM	\$35-
<p>This 4-week course will give students practice with sentence structure and with writing various types of paragraphs. Students will develop outlines to organize their ideas and focus on a main idea. At the completion of this course, students will be able to organize a wealth of thoughts and concise ideas into a logical sentence, understand basic concepts of grammar and punctuation and organize thoughts and develop creativity.</p>			

PHIPPS CONSERVATORY	YJC-419-58101 SS	PHIPPS CONSERVATORY OAKLAND	
SUNDAY ~ AUGUST 6 TH , 2017 (1 SESSION)		10:30AM – 12:30PM	\$20
<p>During this 2 hour activity students will tour and enjoy their time exploring the different plant life; walk through the butterfly forest, view Jason Gamrath’s Glass Art Exhibit and some existing glass art from Chihuly. Learn what these garden wonders need to grow and survive. Bring a friend and enjoy the beautiful tour of Phipps Conservatory and Botanical Gardens. <i>(Staff must be registered for this event)</i></p> <p style="text-align: center;">Please register by Tues, August 1st for this event!</p> <p style="text-align: center;">OR make sure you have your place RESERVED by calling 412-482-3380 by Aug. 1st, 2017!</p>			

JAZZY JEWELRY	YJC-113-58101 SS	EIC ~ ENERGY INNOVATION CENTER	
TUESDAYS ~ AUG 8 TH THRU 22 ND , 2017 (3 SESSIONS)		6PM – 8PM	\$35-
<p>This six-hour program teaches students the art of jewelry making. Students will complete jewelry making projects for hands-on skills, eye coordination and creative abilities. Enjoy the beautifully finished arts of works that you completed to wear or to give as a gift. Supplies will be provided for this course.</p> <p style="text-align: center;">Please register or reserve your spot for this event by Weds., Aug 2nd for purchasing materials.</p>			

PICNIC IN THE PARK	YJC-246-58101 SS	SOUTH PARK / BRIGHT STAR	
SATURDAY ~ AUGUST 12 TH , 2017 (1 SESSION)		2PM – 6PM	\$20-
<p>Summer is here and what better way to have fun but to kick off the weekend with a Picnic in the Park! Join us for a picnic at <i>Bright Star Pavilion</i> located at the corner of Corrigan Dr and McConkey Rd. Don’t miss this one! We will have games, fun and light food. <i>(Staff must be registered for this event)</i></p> <p style="text-align: center;">Everyone <u>Must</u> be REGISTERED by FRIDAY, AUGUST 4th for this event. <u>NO exceptions</u>, OR make sure you have your place RESERVED by calling 412-482-3380 by August 4th, 2017!</p>			

JUST DUCKY TOURS	YJC-256-58101 SS	STATION SQUARE	
SUNDAY ~ AUGUST 20 TH , 2017 (1 SESSION)		4PM – 5:15PM	\$29-
<p>Students will enjoy the sights on land and “in the water” riding in an authentic WWII amphibious vehicle. Bring a friend and enjoy the afternoon. <i>(Staff <u>must</u> be registered for this event)</i></p> <p>We are meeting at Ducky Tours in Station Square. You must be on time, or you will miss the ride.</p> <p style="text-align: center;">Everyone <u>Must</u> be REGISTERED by FRIDAY, AUGUST 11th for this event. <u>NO exceptions!</u></p>			

AUGUST CLASSES (*con't*)

SPECIAL EVENT ~ SATURDAY CRUISE	YJC-194-58101 -SS	GATEWAY CLIPPER FLEET	
SATURDAY ~ AUGUST 26 TH , 2017 (1 SESSION)		11:30AM – 2PM	\$41-
<p>This 2.5 hour activity provides students with an opportunity to cruise the three rivers, learn about the city of Pittsburgh and enjoy a group setting. A lunch will be provided for this scenic tour. An event you can never get tired of, you learn something new every time you go. See you on the river! (<i>Staff must be registered for this event</i>) Don't be late, we wouldn't want you to miss the boat.</p> <p style="color: blue;">Everyone Must be REGISTERED by FRIDAY, AUGUST 18th for this event. NO exceptions, OR make sure you have your place RESERVED by calling Linda at 412-482-3380 by Aug 18th, 2017!</p>			

ACTIVITY CIRCLE: LIGHTHOUSE	YJC-430-58102 SS	EIC ~ ENERGY INNOVATION CENTER	
TUESDAY ~ AUGUST 29 TH , 2017 (1 SESSION)		6PM – 8PM	\$21-
<p>This two-hour program will provide students an evening to work together and learn skills in creating a lighthouse for home or yard decoration. Students will conclude this class with a project they created with individual creativity to complete. Supplies will be provided for this course.</p> <p style="color: blue;">Please register or reserve your seat by Thurs. Aug 24th, 2017 to allow for purchasing materials.</p>			

BINGO BLAST	YJC-114-58102 SS	EIC ~ ENERGY INNOVATION CENTER	
THURSDAY ~ AUGUST 31 ST , 2017 (1 SESSION)		6PM – 8PM	\$18-
<p>This two-hour course offers students an enjoyable Bingo experience. Students will participate in the game of bingo for a chance to win a variety of prizes. Bingo is a wonderful game that improves hand-eye coordination while adding excitement and anticipation. A central location with accessible parking.</p>			

SEPTEMBER CLASSES

ACTIVITY CIRCLE: PAINTING W/SWIRL	YJC-430-58103	EIC ~ ENERGY INNOVATION CENTER	
WEDNESDAY ~ SEPTEMBER 6 TH , 2017 (1 SESSION)		6PM – 8PM	\$22-
<p>This two-hour program will provide students an evening to bring out the artistic side. Each student will complete a painting on canvas. This will be a step-by-step acrylic painting on canvas. All supplies will be provided for this course. Please wear old clothing.</p> <p style="color: blue;">Please register or reserve your seat by Fri, Sept 1st, 2017 to allow for purchasing materials.</p>			

MEAL MATINEE (ANIMAL CRACKERS)	YJC-140-58102	LOEW'S / WATERFRONT	
SUNDAY ~ SEPTEMBER 10 TH , 2017 (1 SESSION)		12PM – 4PM	\$40-
<p>This 4-hour course offers students a social experience which includes a meal followed by a movie. This class will improve upon participation and social skills. The main theme and objectives of the movie will be discussed regarding the movie. All movies will be developmentally appropriate for students. Everyone attending must be registered. In the event that a movie will run overtime, please provide a phone number where you can be reached during the event.</p> <p>MOVIE: "Animal Crackers" (<i>Staff must also be registered for this event</i>)</p> <p style="color: blue;">Everyone Must be REGISTERED by Tues, Sept 5th for this event. NO exceptions, OR make sure you have your seat RESERVED by calling Linda at 412-482-3380 by Sept 5th!</p>			

SEPTEMBER CLASSES (*con't*)

CREATIVE DANCE & MOVEMENT	YJC-250-58101	CCAC ~ NORTH CAMPUS	
MONDAYS ~ SEPT 11 TH THRU 25 TH , 2017 (3 SESSIONS)		6PM – 8PM	\$28-
<p>This 3-week class will have students exploring the creative styles of dance and movement for fitness and to enhance overall well-being. Learn how you'll be able to enjoy stretching and dancing and moving into a healthier lifestyle. Register early for this class. No walk-ins. Must be registered!</p>			

COOKING	YJC-236-58101	WILKINS SCHOOL COMMUNITY CTR	
MONDAYS ~ SEPT 11 TH THRU OCT 2 ND , 2017 (4 SESSIONS)		6PM – 8PM	\$35-
<p>This 4-week class is designed to introduce students to the basics of cooking needed for living independently in their home or apartment. Students will learn safety in the kitchen. All supplies will be provided to the students. Class size is <u>limited</u>, please register early.</p>			

SOCIAL MEDIA FAVORITES	YJC-459-58101	EIC ~ ENERGY INNOVATION CENTER	
TUESDAYS ~ SEPT 12 TH THRU 26 TH , 2017 (3 SESSIONS)		6PM – 8PM	\$25
<p>Finally, a class that can help you with all your social media favorites. Facebook, Twitter, Google, etc. This class is guaranteed to fill up fast; don't miss out on this one. Please register or reserve your seat by Thurs., Sept 7th, 2017.</p>			

BINGO BLAST	YJC-114-58103	EIC ~ ENERGY INNOVATION CENTER	
THURSDAY, SEPT 14 TH , 2017 (1 SESSION)		6PM – 8PM	\$18-
<p>This two-hour course offers students an enjoyable Bingo experience. Students will participate in the game of bingo for a chance to win prizes. Bingo is a wonderful game that improves hand-eye coordination while adding excitement and anticipation. A nice location with accessible parking.</p>			

BOWLING	YJC-155-58101	NORTH VERSAILLES BOWL	
SEPT 30 TH THRU NOV 18 TH , 2017 (8 SESSIONS)		12:30PM – 2:30PM	\$30-
<p>Bowling is back at a new location! Come and enjoy this favorite sport with old friends and make some new ones. This will help with exercise, adding and subtracting to see how many pins are needed to beat your partner and patience, in waiting turns. Please register early for the new location. (\$5 a week / fee paid to bowling lanes) (\$2 for shoe rental).</p>			

OCTOBER CLASSES

COOKING	YJC-236-58102	CCAC, NORTH CAMPUS	
TUESDAYS ~ OCT 3 RD THRU 24 TH , 2017 (4 SESSIONS)		6PM – 8PM	\$35-
<p>This 4-week class is designed to introduce students to the basics of cooking needed for living independently in their home or apartment. Students will learn safety in the kitchen. All supplies will be provided to the students. Class size is limited, please register early.</p>			

OCTOBER CLASSES *(con't)*

ARTS & CRAFTS / COLOR MY WORLD	YJC-251-58101	CCAC ~ ENERGY INNOVATION CENTER	
MONDAYS ~ OCT 9 TH THRU 23 RD , 2017 (3 SESSIONS)		6PM – 8PM	\$36-
<p>This 3-week class will inspire the artist in everyone. Students will express themselves in different art designs and study amazing combinations with color charts and hues. We will work with crayons, pencils, to markers to paints. The possibilities are endless and color will be everywhere. Bring a cover shirt or wear an old painting shirt for the last class. All supplies are provided for this class.</p> <p style="text-align: center;">Please register or reserve your seat by Weds, Oct 4th, 2017 to allow for purchasing materials.</p>			

CERAMIC PROJECT	YJC-422-58102	EIC ~ ENERGY INNOVATION CENTER	
WEDNESDAY ~ OCTOBER 11 TH , 2017 (1 SESSION)		6PM – 8PM	\$21-
<p>Students can express their creative side in creating beautifully painted and designed ceramic pieces. Students will enjoy music while they work together to bring out their inventive and artistic abilities. All supplies are provided for this class.</p> <p style="text-align: center;">Please register or reserve your seat by Fri., Oct 6th, 2017 to allow for purchasing materials.</p>			

FOOD & FUN CELEBRATION	YJC-104-58101	DAVE & BUSTER'S / WATERFRONT	
SUNDAY ~ OCTOBER 15 TH , 2017 (1 SESSION)		1PM – 4PM	\$32-
<p>Join us at the Waterfront at Dave & Buster's for an afternoon of socialization and therapeutic recreation. Independent and group games will improve hand-eye coordination, concentration and thought processing. Don't forget the rewards in competing and playing. Save tickets for prizes or cash in same day or another visit. The afternoon will include a \$10 power card and a delicious luncheon. It's an unbeatable good time for everyone. <i>(Staff must also be registered for this event)</i></p> <p style="text-align: center;">Everyone Must be REGISTERED by Tues, Oct 10th for this event. NO exceptions, OR make sure you have your place RESERVED by calling Linda at 412-482-3380 by Oct 10th!</p>			

FRIDAY NIGHT SOCIAL	YJC-122-58101	WILKINS SCHOOL COMMUNITY CENTER	
FRIDAYS ~ OCT 20 TH THRU NOV 10 TH , 2017 (4 SESSIONS)		6PM – 8PM	\$42-
<p>This 4-week class is designed as a social interaction for students on four Fridays throughout the semester. Participants will gather to play appropriate games, prepare seasonal crafts (supplies are included) and enjoy an evening of fun. Light refreshments will be served each week. (Wilkins is limited to 20 students ~ Please register early) This location is not handicap accessible.</p>			

DANCE (HALLOWEEN)	YJC-400-58101	HOLY SPIRIT CHURCH	
SATURDAY ~ OCTOBER 21 ST , 2017 (1 SESSION)		6PM – 8:30PM	\$36-
<p>It's that time of year to dress in your favorite costume OR come as you are! Whichever you choose, come and dance the night away with our favorite CCAC DJ, Jim Metzger! There will be a buffet dinner, dancing and mingling for all to enjoy. <i>(Staff must also be registered for this event)</i></p> <p style="text-align: center;">Everyone Must be REGISTERED by Mon, Oct 16th for this event. NO exceptions, OR make sure you have your seat RESERVED by calling Linda at 412-482-3380 by October 16th.</p>			

OCTOBER / NOVEMBER CLASSES

BINGO BLAST	YJC-114-58104	EIC ~ ENERGY INNOVATION CENTER	
WEDNESDAY ~ OCT 25 TH , 2017 (1 SESSION)		6PM – 8PM	\$18-
<p>This two-hour course offers students an enjoyable Bingo experience. Students will participate in the game of bingo for a chance to win prizes. Bingo is a wonderful game that improves hand-eye coordination while adding excitement and anticipation. This class include our “Halloween” bingo games.</p>			

THE SOUNDS OF ELVIS	YJC-175-58101	HOLY SPIRIT CHURCH	
SATURDAY ~ NOVEMBER 4 TH , 2017 (1 SESSION)		6PM – 8:30PM	\$37-
<p>This 2.5-hr event is loved by everyone. Jim Felix will returning and will sing the “Sounds of Elvis”. Join Jim for a show you can never get enough of. Bring a friend and have an evening to remember. A dinner buffet will be served. . <i>(Staff must also be registered for this event)</i></p> <p>Everyone Must be REGISTERED by Mon., October 30th for this event. NO exceptions, OR make sure you have your place RESERVED by calling Linda at 412-482-3380 by OCT 30th, 2017!</p>			

THE “ART OF SCRAPBOOKING”	YJC-159-58101	EIC ~ ENERGY INNOVATION CENTER	
MONDAYS ~ NOV 6 TH THRU 20 TH , 2017 (3 SESSIONS)		6:00PM – 8:00PM	\$32-
<p>This 3-week class gives students the ability to create, design and produce a keepsake scrapbook suitable for showing. Stickers, color-schemes, punches, stamps & other tools will be utilized in this program. Students can bring personal pictures if desired. All supplies are provided.</p> <p>Please register or reserve your seat by Weds., Nov 1st, 2017 to allow for purchasing materials.</p>			

PHIPPS CONSERVATORY	YJC-419-58102	PHIPPS / OAKLAND	
SUNDAY ~ NOVEMBER 12 TH , 2017 (1 SESSION)		10:30AM – 12:30PM	\$20
<p>During this 2 hour activity students will tour and enjoy their time exploring the different plant life; walk through and enjoy the beauty of the Christmas display at Phipps. Learn about what these garden wonders need to grow and survive. Bring a friend and get into the mood of the season with Phipps Conservatory and Botanical Gardens holiday display. <i>(Staff must be registered for this event)</i></p> <p>Everyone MUST be registered by Tues, Nov 7th for this event!</p> <p>OR make sure you have your place RESERVED by calling Linda at 412-482-3380 by Nov 7th.</p>			

ACTIVITY CIRCLE: CRAFT NIGHT	YJC-430-58104	EIC ~ ENERGY INNOVATION CENTER	
WEDNESDAY ~ NOVEMBER 15 TH , 2017 (1 SESSION)		6PM – 8PM	\$22-
<p>This two-hour program will provide students an evening to work together and learn techniques in making certain crafts. We will decide on a worthwhile holiday craft for this class. Students will conclude this class with a project they will be proud to display or give as a gift. Supplies will be provided for this course. Please register or reserve your seat by Nov 10th, 2017 to allow for purchasing materials.</p>			

DECEMBER CLASSES

MEAL MATINEE (COCO MOVIE)	YJC-140-58103	LOEW'S / WATERFRONT	
SUNDAY ~ NOVEMBER 26 TH , 2017 (1 SESSION)		12PM – 4PM	\$40-
<p>This 4-hour course offers students a social experience which includes a meal followed by a movie. This class will improve upon participation and social skills. The main theme and objectives of the movie will be discussed regarding the movie. All movies will be developmentally appropriate for students. Everyone attending must be registered. In the event that a movie will run overtime, please provide a phone number where you can be reached during the event.</p> <p>MOVIE: “Coco Movie” (<i>Staff must also be registered for this event</i>)</p> <p style="text-align: center;">Everyone Must be REGISTERED by Tues, Nov 21st for this event. NO exceptions, OR make sure you have your spot RESERVED by calling Linda at 412-482-3380 by Nov 21st!</p>			

DANCE (WINTER WONDERLAND!)	YJC-400-58102	HOLY SPIRIT CHURCH	
SATURDAY ~ DECEMBER 2 ND , 2017 (1 SESSION)		6PM – 8:30PM	\$36-
<p>This is it! Students can keep away the cold and dance to the music of our favorite DJ, Jim Metzger. There will be a buffet dinner, dancing and mingling to kick off the holidays. Wear your holiday attire, fancy dresses or just come as you feel most comfortable. (<i>Staff must also be registered for this event</i>)</p> <p style="text-align: center;">Everyone Must be REGISTERED by Monday, Nov 27th for this event. NO exceptions, OR make sure you have your seat RESERVED by calling Linda at 412-482-3380 by November 27th.</p>			

ACTIVITY CIRCLE: PAINTING W/SWIRL	YJC-430-58105	EIC ~ ENERGY INNOVATION CENTER	
TUESDAY ~ DECEMBER 5 TH , 2017 (1 SESSION)		6PM – 8PM	\$22-
<p>This two-hour program will provide students an evening to work together and learn skills in woodworking. Safety and proper use of tools will be taught. Students will conclude this class with a project they will be proud to display or give as a gift. Supplies will be provided for this course.</p> <p style="text-align: center;">Please register or reserve your seat by Fri., Dec 1st, 2017 to allow for purchasing materials.</p>			

BINGO BLAST	YJC-114-58105	EIC ~ ENERGY INNOVATION CENTER	
TUESDAY ~ DECEMBER 12 TH , 2017 (1 SESSION)		6PM – 8PM	\$18-
<p>This two-hour course offers students an enjoyable Bingo experience. Students will participate in the game of bingo for a chance to win cash and prizes. Bingo is a wonderful game that improves hand-eye coordination while adding excitement and anticipation. Convenient location with accessible parking.</p>			

MEAL MATINEE (FERDINAND)	YJC-140-58104	LOEW'S / WATERFRONT	
SUNDAY ~ DECEMBER 17 TH , 2017 (1 SESSION)		12PM – 4PM	\$40-
<p>This 4-hour course offers students a social experience which includes a meal followed by a movie. This class will improve upon participation and social skills. The main theme and objectives of the movie will be discussed. All movies will be developmentally appropriate for students. Everyone attending must be registered. In the event that a movie will run overtime, please provide a phone number where you can be reached during the event.</p> <p>MOVIE: “Ferdinand” (<i>Staff must also be registered for this event</i>)</p> <p style="text-align: center;">Everyone Must be REGISTERED by Weds, Dec 13th for this event. NO exceptions, OR make sure you have your place RESERVED by calling 412-482-3380 by Dec 13th!</p>			

LOCATION ADDRESSES

<p><i>CCAC ~ Allegheny Campus</i> 808 Ridge Avenue Pittsburgh, PA 15212</p>	<p><i>CCAC ~ North Campus</i> 8701 Perry Highway Pittsburgh, PA 15237</p>
<p><i>CCAC ~ Energy Innovation Center</i> (Previously the old Connelly School) 1435 Bedford Avenue, Pittsburgh, PA 15219 (Private parking; Security; All classes on Floor 1)</p>	<p><i>Dave & Buster's Waterfront</i> 180 E Waterfront Drive Homestead, PA 15120</p>
<p><i>Gateway Clipper Fleet</i> 350 W Station Square Drive Pittsburgh, PA 15219</p>	<p><i>Just Ducky Tours</i> 125 W Station Square Drive Pittsburgh, PA 15219</p>
<p><i>North Versailles Bowling Centre</i> 356 Lincoln Highway North Versailles, PA 15137</p>	<p><i>The National Aviary</i> 700 Arch Street (Northside) Pittsburgh, PA 15212</p>
<p><i>Par 2 Miniature Golf</i> 4259 Northern Pike Monroeville, PA 15146</p>	<p><i>Phipps Conservatory and Botanical Gardens</i> 1 Schenley Drive (Oakland) Pittsburgh, PA 15213</p>
<p><i>South Park</i> Bright Star Pavilion Corner of Corrigan Dr & McConkey Rd 1600 McConkey Rd South Park, PA 15129</p>	<p><i>Wilkins School Community Center</i> 7604 Charleston Avenue Pittsburgh, PA 15218 (Location NOT Handicap Accessible)</p>

ALL LOCATIONS ARE HANDICAP ACCESSIBLE UNLESS OTHERWISE NOTED

To avoid cancellations of classes, please register at least, possibly more,
one week ahead of the scheduled date of the class.

If a check cannot be mailed in the time allotted,
Please call and reserve your spot in the class or event.

Call Linda at: 412-482-3380

GENERAL INFORMATION

CANCELLATION/REFUND POLICY

Enrollment is limited. If a student is unable to attend a class, he/she may withdraw and request a refund. All requests for refunds must be submitted by the end of the last business day BEFORE the class starts. No refund of materials fees shall be granted unless such materials are returned unused. Please contact the Special Needs program at 412.237.2723 or 412.482.3380 or FAX requests to 412.237.4512.

LOW CLASS ENROLLMENT / REGISTRATIONS

A class may be cancelled due to low enrollment prior to or after the first week at the discretion of the Special Needs program staff. Students will be notified if there are any cancellations or changes to class schedules.

The family, ACCESS or carpools usually provide transportation. When using ACCESS, plan departure time 30 minutes before the end of class to ensure proper pickup. Family and caregivers, please be prompt. Facilities need to close on time.

ACCESS telephone 412.562.5353 OR 412.833.5208

COMMUNITY COLLEGE AFFILIATION

All classes provided by Community College are part of the College system (non-credit). Many students value the prestige of a college experience and benefit from this experience. This serves to motivate students to participate and excel in class activities. Any persons, family members, caregivers, and support staff are welcome to attend classes, and activities.

INCLEMENT WEATHER/SNOW CANCELLATION INFORMATION

Please include all updated & emergency telephone numbers when filling out registration form. Provide instructors with the *student's name* and *telephone #* at the *first class session, before leaving student at facility*.

In case of a severe snowstorm or facility emergency, it may be necessary to reschedule. For recorded closings call **412-237-4520**.

For additional information call **412-237-2723, 412-482-3380**, or listen to KDKA Radio or TV for cancellation information.

NONDISCRIMINATION POLICY

The college does not discriminate based upon race, color, religion, national origin, ancestry or place of birth, sex, gender identity or expression, sexual orientation, disability, marital status, familial status, veteran status, age or use of a guide or support animal because of blindness, deafness or physical disability of any individual. Questions may be emailed to **diversity @ccac.edu**.

Individuals with disabilities who are requesting accommodations should contact the Supportive Services for Students with Disabilities office at 412-469-6215. This publication is available in alternate formats; contact **412-469-6215**.

REGISTRATION

Participants may register for any class offered by completing the registration form in this booklet or on website. A copy of the form may also be used. Registration forms MUST be signed and dated. Please remember to include your birth date on the form or your student ID if you know it.

THIRD-PARTY BILLING AND PAYMENT

Students and families planning to use a third party for payment of classes and events need to request a signed authorization form (available online at **www.ccac.edu**, search keywords, "*third-party*") from their Independent Support Coordinator prior to the start of class. This will ensure proper registration and avoid billing problems. Proper registration is needed to plan for transportation and/or ACCESS.

Complete a registration form for each class the student is planning to attend. Include course number, student's birth date, address and phone number. Mail completed registration form along with a signed authorization form from student's ISC to CCAC at the address above or fax to: **412-237-4512**. Indicate "Special Needs program" on all correspondence.

Please provide a registration form with payment or signed authorization **prior** to the start of class. **No verbal requests** can be accepted. CCAC staff cannot request authorization for student. Students must make arrangements with their ISC prior to start date of class or make payment to CCAC for the cost of the class. Students may also pay and give their receipts to their agency for reimbursement if funds are available. Phone-in registrations with credit cards are available.

COST OF THE PROGRAMS

The cost of our programs and courses varies. All prices are listed with course information; along with location. Individuals with mental retardation who are not registered with Allegheny County Mental Retardation Services can contact the Allegheny County Office of Mental Retardation, Intake and Registration Department, to register for services at 412-253-1250.

INDEPENDENT SUPPORT COORDINATION

Family Links
3644 Banksville Rd
Pittsburgh, PA 15216
Phone: 412-942-0424
Fax: 412-343-8249

OR

Family Links
1500 Ardmore Blvd.
Suite 500
Pittsburgh, PA 15221
Phone: 412-661-1800
Fax: 412-731-1371

Staunton Clinic
ISC Unit
300 Bilmar Dr Ste 240
Pittsburgh, PA 15025
Phone : 412-928-8687
Fax: 412-928-9458

Mon Valley Support
Coordination
230 3rd Ave
Rankin, PA 15104
Phone: 412-464-1545

Out of County residents are welcome! There are no price variations.

SURVEY

NAME:	
ADDRESS	
CITY/STATE/ZIP	
PHONE #	
AGENCY AFFILIATION OR SCHOOL DISTRICT	
POSITION:	
CASEWORKER NAME & # (IF APPLICABLE)	
OTHER INFO NECESSARY	

It is important to update any changes in your address or phone number with the college.

Please take a minute to complete our survey.

I WOULD LIKE TO HAVE MORE CLASSES HELD:	<input type="checkbox"/> North <input type="checkbox"/> South <input type="checkbox"/> East <input type="checkbox"/> West	CLASSES PREFERRED:	<input type="checkbox"/> Day Program <input type="checkbox"/> Special Events <input type="checkbox"/> Recreation <input type="checkbox"/> Academic
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WHAT NEW CLASSES OR EVENTS WOULD YOU LIKE TO HAVE OFFERED?	
THOUGHTS OR COMMENTS YOU WOULD LIKE TO SHARE WITH US.	

PLEASE MAIL TO: CCAC Special Needs Program / West Hills Center
1000 McKee Road N1205, Oakdale, PA 15071-9910

PHONE: 412.237.2723 or 412.482.3380 FAX: 412.787.7716

2017 SUMMER/FALL SPECIAL NEEDS PROGRAM



The first choice for faster results



Non-Credit Registration Form

Community College of Allegheny County

Allegheny Campus
808 Ridge Ave
Pittsburgh, PA 15212
412.237.4889

Boyce Campus
595 Beatty Rd
Monroeville, PA 15146
724.325.6700

North Campus
8701 Perry Hwy
Pittsburgh, PA 15237
412.369.3736

South Campus
1750 Clairton Rd
West Mifflin, PA 15122
412.469.6241

Public Safety
412.237.2500

West Hills Center
1000 McKee Road
Oakdale, PA 15071
412.788.7500

Last Name _____ First Name _____ Middle Initial _____
 Street Address _____ Apartment _____
 City _____ State _____ Zip _____ County _____
 Home Phone _____ Alternate Phone _____
 Email _____

Date of Birth (required)

Student ID Number

Month Day Year

Payment Enclosed—Print phone number on check or money order (make checks payable to CCAC).

Because CCAC cares about your privacy, we cannot process credit card information by mail. Please visit www.ccac.edu, any CCAC facility or call 412.788.7537 OR 412.788.7507 to register if you prefer to pay by credit card.

Special Accommodations: Wheelchair Yes No Other _____

TERM	Course Number	Course Title	Dates	Location	Fees
N17__	YJC-				
N17__	YJC-				
N17__	YJC-				
N17__	YJC-				

Student Signature _____ Date _____ Agency _____

When you register, you become responsible for all charges incurred, unless you DROP during the designated refund periods. If your agency or sponsor defaults on your tuition, you become responsible for those changes.

Cancellation Policy

If a class is canceled, a 100% refund of tuition and fees will be given. Please allow three to four weeks for processing. Refunds will be in the form that the original payment was made.

Refund Policy

Students who wish to withdraw from a class must do so by the end of the last business day before the class starts. No refund of material fees shall be granted unless such materials are returned unused.

Please mail to:

CCAC Special Needs Registration
1000 McKee Rd N1205
Oakdale, PA 15071-9910

Phone: **412.237.2723 or 412.482.3380**
Fax: **412.788.7716**



The first choice for faster results