WELCOME FROM THE PRESIDENT

I am delighted to welcome you to the College of Staten Island, a senior college of The City University of New York.

Here on our beautiful 204-acre campus, you will join other students who are pursuing associate’s degrees in selective areas, a comprehensive range of bachelor’s and master’s degrees, and doctoral degrees offered at the College or in cooperation with The Graduate Center, CUNY.

CSI is an exciting place, and our faculty, staff, and students are committed to contributing to the Staten Island community, New York City, and to our national and global society. Our Office of Continuing Education and Professional Development is one of several vital links between the College and our community, administering for-credit, non-credit, and certificate programs that focus on lifelong learning and the development of career-related skills through a variety of high-quality courses, all of which reflect CSI's mission of excellence in teaching and learning.

I invite you to explore the many personal and professional development opportunities available to you here at CSI, and I encourage you to visit the Office of Continuing Education and Professional Development at our new Merrill Avenue campus.

I look forward to your great success at the College.

Sincerely,

Dr. William J. Fritz, PhD

President
I am very pleased to share our Spring 2017 Catalogue with the Staten Island community and our prospective students. This spring, we have a diverse and expansive offering of courses and programs that can enrich and transform the lives of students, their families, and the many communities of Staten Island and New York City.

For those seeking to enter the workforce or change careers, we have programs that will prepare our students for new occupations in high-demand fields, particularly in the growing sectors of healthcare and technology. For professionals, we offer courses that will fulfill licensure requirements in various fields. Additionally, we are able to provide Staten Island employers with a credentialed workforce through our certificate programs, as well as customized professional development opportunities for the staff of any organization. We can tailor our offerings to meet the needs of the many employers that contribute to the vitality of Staten Island and New York City.

We are also very pleased to offer college preparation and developmental education programs such as the CUNY Start Program, which provides incoming first-year college students with the academic and college readiness skills they will need to be successful in their undergraduate studies. The CUNY Language Immersion Program (CLIP) supports non-native English speakers in their preparation for college study as well. We are also proud of our Adult Learning Center, which provides programs for high school equivalency completion, as well as college and employment preparedness.

We are dedicated to Staten Island residents throughout their lives. We are happy to offer our Options Program for Staten Islanders over the age of 55, as well as educational programs for young people throughout the calendar year. In addition, we are committed to our programs that support Staten Islanders and New York City residents with disabilities.

I invite you to learn with us this fall, and to reach out to us with any questions or suggestions that you may have. We are committed to help you reach your goals as an individual or on behalf of your organization.

I look forward to seeing you on our campus and in the community this spring.

Sincerely,

Christopher Cruz Cullari
Executive Director of Continuing Education and Professional Studies
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ADMINISTRATIVE ASSISTANT CERTIFICATE PROGRAM
Administrative Assistants can work for corporate businesses, law firms, banks, hospitals, and doctors’ offices. In 3 months, you will learn the essential computer skills needed to be successful in an office environment. You’ll receive training on the most popular Microsoft Office 2013 programs, including Word, Excel, Access, and PowerPoint. A four-gigabyte flash drive is recommended. A computer at home or some other location that has Microsoft Office 2013 installed is necessary for assignments and reinforcing the lessons covered in class.

By completing all four course modules and the capstone project, you will earn an Administrative Assistant with Microsoft Office 2013 Certificate.

**Introduction to Microsoft Office – MS WORD 2013**
- Create, format, edit, and proof documents, tables, lists, forms, graphics, images
- Create templates: Résumé writing and memos
- Mail merge documents
- Desktop publishing
- Create and use macros

**Microsoft Office – Excel 2013**
- Create, format, share and manipulate spreadsheets, workbooks, tables, charts, graphs
- Create templates/macros
- Create calculations, formulas and functions
- Import and export data
- Analyze data using: filter and sort/conditional formatting/look up functions/pivot tables

**Microsoft Office – PowerPoint 2013**
- Build and format a presentation using text boxes, charts, clip art, audio, etc.
- Create dynamic presentations using transitions and animations
- Deliver presentations in different settings

**Microsoft Access**
- Create and design database
- Tables
- Queries
- Forms
- Reports

**Section A:** March 7-June 20; No Class: April 11, April 13 & April 18
Tuesday and Thursday, 6:00pm-9:00pm; 28 Sessions, 84 hours; **ADMIN** Tuition: $1,120

To register: 718.982.2182 or www.csi.cuny.edu/continue
TECHNOLOGY

A+ CERTIFICATE PROGRAM* --Train to Become a Computer Support Technician

Train to become a certified computer technician. In this program, you will build your own personal computer as you learn how to upgrade, optimize, troubleshoot, and repair personal computer systems. The CompTIA A+ Certification is a foundational certification and the first step to begin a career in the world of technology. The certification also covers technical support of mobile devices, tablets, laptops, desktops, and printers.

“Ever since I was young, I’ve always had a passion for working with computers; taking them apart, putting them back together, trying to figure out how it worked, that kind of thing. I’ve sought after the A+ but the cost was a little too much for a poor college student. In September 2015, I entered for the scholarship given by the Continuing Education Office of CSI. I was accepted. At the time I was juggling 16 credits at the main college and the rigorous six hour A+ class on Saturdays and Sundays over a four month span. Now I’m a proud certified computer technician and people I work with feel confident in my ability to help them with their computer issues. I’m still in school finishing up my bachelor’s degree. I am also able to work in the technology office on campus and my skills are being recognized by my colleagues. I’m excited to see what else I can do as I learn more of what I am capable of. I am truly grateful to the Continuing Education at CSI, as well as, AT&T who sponsored the scholarship, for making this possible for me.”

-Prince Michael Lewis, A+ Certificate Program, Fall 15

Section A: March 4- May 21; Saturday and Sunday, 10:00am- 4:00pm
No Class: April 15-16; 20 Sessions, 120 hours

AT100: $2,025 (Textbooks, exam fee, repair kit, pc kit, and registration fee included)

*Eligible for ITG voucher
Join us and Apply to the CSI Tech Incubator

At the CSI Tech Incubator we foster a community of tech innovators and entrepreneurs that are seeking to advance and grow their startups. We have a robust technological ecosystem with strategic mentors, industry professionals, faculty, sponsors, government leaders and a dedicated tactical team with the mutual goal of supporting and elevating our entrepreneurs. Members accepted into our program will benefit from a high touch business development program. Our program will set you apart from all the rest from concept to pitch. We pride ourselves on getting our members to where they need to be for ultimate success!

Join us and have access to

- Network of strategic mentors
- Industry experts
- Hands-on dedicated advisors
- Investors

The city is waiting for you to launch your tech innovation. Apply now!

To contact us:
Phone: (646) 766-9553
Email: CSITechincubator@csi.cuny.edu
Location: 60 Bay Street, Suite 902
Staten Island, NY 10301

For additional information:

- [http://facebook.com/CSITechIncubator](http://facebook.com/CSITechIncubator)
- [https://www.instagram.com/csitechincubator](https://www.instagram.com/csitechincubator)
- [https://twitter.com/techincubatorsi](https://twitter.com/techincubatorsi)

To register: 718.982.2182 or www.csi.cuny.edu/continue
HEALTHCARE

ARE YOU READY

Restorative Educational Access and Development for Youth

☑ Do you live on Staten Island’s North Shore?
☑ Are you 18-24, not in school, unemployed or working part time?
☑ Do you have a high school diploma or an equivalency?

If you’re READY you can become a:

- Pharmacy Technician
- Nursing Assistant
- Computer Technician
- Medical Assistant

Get READY with Continuing Education at CSI!

READY students receive:

- FREE Training
- Internships
- Job Placement Assistance

To apply, email continuing_ed@csi.cuny.edu with your contact information.

To register: 718.982.2182 or www.csi.cuny.edu/continue
HEALTHCARE

CERTIFIED NURSING ASSISTANT*
Certified Nursing Assistants (CNA) help patients in hospitals and residents of long-term care facilities, such as nursing homes. The CNA program provides instruction in basic nursing theory and the technical skills necessary to provide patient care. Course content includes basic patient care, infection control, nutrition and vital signs. Upon completion of the program, you will take the NYS Certified Nurse Aide Exam. All students will be required to complete a physical.

**Section A:** March 13- May 16
Monday, Tuesday, and Thursday 8:30am-2:30pm
No Class: April 10-11, April 13, April 17-18
24 Sessions, 144 hours followed by 40-hour clinical
Students must register for Basic Life Support Class at start of semester. See BLS class schedule.

AH100: $3,000 (Textbook, exam fee, materials, BLS certification and CSI registration fee included)

*Eligible for ITG voucher

***Clinical hours are scheduled by the coordinator and may vary based on the clinical sites business hours, one to five days a week. A passing grade in this course is required to attend clinicals. Payment plan available.

PHLEBOTOMY TECHNICIAN
Phlebotomists draw blood for tests, transfusions, research, or blood donations. The Phlebotomy/Laboratory Technician Certificate program is a partnership with Staten Island University Hospital (SIUH). All classroom instruction will take place in the facilities of SIUH and affiliated locations. Classes held at Island Diagnostics. Upon successful completion of this course, students are eligible to sit for a national certification exam. All students will be required to complete a physical. *Requires a copy of health insurance card.

AH200: $1,725 (Includes BLS certification; Textbook and exam fees are not included)

**Section A:** February 21- April 13
**Section B:** April 25- June 15
**Section C:** June 27- August 24 (No Class: July 4 and July 6)
Tuesday and Thursday, 6:00pm-9:00pm
16 Sessions, 48 hours followed by 120 hours of clinical experience at a SIUH facility

Students must register for Basic Life Support Class at start of semester. See BLS class schedule.

**Clinical hours are scheduled by the coordinator and take place between the hours of 6:00am-4:00pm, one to three days a week. A passing grade in this course is required to attend clinical.**

To register: 718.982.2182 or www.csi.cuny.edu/continue | 10
HEALTHCARE

EKG TECHNICIAN CERTIFICATION PROGRAM
Become a certified EKG technician. Explore the anatomy and physiology of the heart, modern EKG techniques, basic EKG interpretation, and new techniques in cardiac monitoring. You will learn how to prep patients; take vital signs; set up an EKG machine; and will train with EKG equipment and perform hands-on labs including introduction to the function and proper use of the EKG machine, the normal anatomy of the chest wall for proper lead placement, 12-lead placement, and other clinical practices. Upon successful completion of this program, students will be eligible to sit for a national certification exam.

EKG100: $1,575 (Textbooks, exam fee and BLS certification included) 25 Sessions, 75 hours
Section A: February 28- June 1; Tuesday and Thursday, 6:30pm-9:30pm ; No Classes: April 11, April 13 and April 18
Students must register for Basic Life Support Class at start of semester. See BLS class schedule.

CLINICAL MEDICAL ASSISTANT PROGRAM*
Prepare to be an integral part of any medical office. You will learn all aspects of medical office procedures. Examples of topics to be covered will be anatomy and physiology, medical terminology, and routine office procedures such as: drawing blood, taking EKGs, performing vital signs, triage, prepping patients for exams. Administrative duties, including billing and coding and electronic medical records will also be covered. Upon successful completion of this program, students will be eligible to sit for a national certification exam. All students will be required to complete a physical and drug screening.
"I was retail manager for over 15 years. After losing my job I knew it was time for a career change. It wasn't easy going back to school after so many years but I had great support from staff, teachers and fellow classmates. After I completed the program, I was placed in a Dr's office for my externship and was lucky enough to find a job right away. I am currently employed by an Allergy, Asthma specialist as a Medical Assistant and I love it".

--Dado Berete, Clinical Medical Assistant, Spring 2015

MA100: $3,455 (Textbooks, exam fee, BLS certification and CSI registration fee included)

Section A: March 13-July 27
Monday, Wednesday, Thursday, 6:00pm-9:30pm
No Class: April 10, April 12-13, April 17, May 29, July 3, and July 5-6
52 Sessions, 182 hours followed by 160-hour clinical practicum*** at a local medical facility

Students must register for Basic Life Support Class at start of semester. See BLS class schedule.

DENTAL ASSISTANT CERTIFICATION PROGRAM
Prepare for an entry-level position in one of the fastest growing healthcare positions—Dental Assistant. This program offers comprehensive training on the roles and duties of a dental assistant. Dental assistants perform many tasks, ranging from providing patient care and taking x-rays to recordkeeping and scheduling appointments. All students receive a combination of classroom and clinical training with an additional focus on the soft skills required for individuals working in a dental office.

“Having been out of school for a while, I was initially intimidated about taking this course but my fears quickly went away. During my internship, I provided assistance with a tooth extraction, root canal and a composite filling. Within two weeks after completing my training, I had two job offers! The training I received at CSI has helped me to become a very qualified and happily employed dental assistant”.

--Christine Vitale, Dental Assistant 2015

DENTAL ASSISTANT CERTIFICATION PROGRAM
DA200: $2,875 (Textbooks, BLS certification and clinical supplies included)

Section A: February 28- June 20
Tuesday and Thursday, 5:30pm-9:30pm
No class: April 11, April 13 & April 18
30 Sessions, 120 hours. Students will gain valuable hands-on experience, assisting a dentist during a 40-hour internship during the semester**

Students must register for Basic Life Support Class at start of semester. See BLS class schedule.

**Internship hours are scheduled by the coordinator and may vary based on the clinical sites business hours, one to five days a week. A passing grade in the course is required to attend internships.
The healthcare industry depends on skilled, qualified medical insurance biller and coders to accurately record, register and track patient accounts. Students enrolled in this program will gain practical knowledge to enhance their understandings of medical insurance billing practices as well as learn skills required to operate efficiently in today’s medical offices. Core curriculum courses must be taken in sequence. There is an exemption examination for waiving AH001 and AH002.

### MB&C: MEDICAL TERMINOLOGY: AH001: $400
Develop a basic vocabulary of medical terminology, understanding the parts and roots of medical words. Medical terminology is a critical part of language used by medical physicians. With this knowledge, you will be able to interpret any medical report. **Must be taken with AH002.**

**Section A:** March 1- May 17; Wednesday, 6:30pm-9:00pm; No class: April 12; 11 sessions, 27.5 hours

### MB&C: ANATOMY AND PHYSIOLOGY: AH002: $375
An introduction to the location, design, and function of organ systems. **This course must be taken with AH001.**

**Section A:** March 14- May 30; Tuesday, 6:30pm-9:00pm; No Class: April 11 and April 18; Ten Sessions, 25 hours

### MB&C: PATHOLOGY: AH003: $300
Investigate the essentials of human diseases and conditions including symptoms, laboratory pathological tests, and outcomes.

**Section A:** June 6-June 29; Tuesday and Thursday, 6:30pm-9:00pm; Eight Sessions, 20 hours

### MB&C: ICD 10-CM CODING: AH005: $400
Learn how to code for medical diagnoses using the ICD-10 coding language.

**Section A:** July 6-August 24; Tuesday and Thursday, 6:30pm-9:00pm; 15 Sessions, 37.5 hours

### MB&C: CPT-4 CODING: AH004: $400
This course is designed for those who want to work as a medical coder, medical biller, medical collector, or medical office administrator. The class format is designed to help the beginning coder learn and understand the concept of coding using the CPT coding manual. Coding scenarios are provided to help the student build his/ her knowledge in the medical coding field.

**Section A:** August 29- October 19; Tuesday and Thursday, 6:30pm-9:00pm; 15 Sessions, 37.5 hours

### MB&C: INTRODUCTION TO MEDICAL AUDITING: AH007: $260
Accurate medical billing and coding is necessary to secure the maximum reimbursement for the healthcare provider in the current climate of compliance in which we find ourselves. This class is a basic introduction to the field of medical auditing. The student will learn how to audit physician progress notes to support varied levels of billing as well as gain the required elements of the medical record.

**Section A:** November 21- December 7; Tuesday & Thursday, 6:30pm-9:30pm; No Class: Nov. 23; 5 Sessions, 15 hours

To register: 718.982.2182 or www.csi.cuny.edu/continue | 13
**HEALTHCARE**

**MB&C: MEDICAL BILLING, CODING, AND COMPLIANCE: AH006: $400**
To be a success in the field of medical billing, you will need to know billing, coding, and compliance, and this class covers it all! Here students will be able to apply all the tools they have learned in the previous classes. Code actual cases—check for all the rules and regulations for compliance—then bill your claim. Learn to “work” denials from the insurance companies to be sure your provider is properly reimbursed. Each student will be trained on Lytec MD, Practice Management software by Mckesson, an industry leader.

**Section A:** December 12- January 30, 2018; Tuesday and Thursday, 6:30pm-9:30pm; 15 Sessions, 45 hours

**MB&C: CHART REVIEW: AH008: $240**
Learn a practical hands-on approach to outpatient billing. Students will enter charges and post payments in the Lytec Medical Software system. They will learn the methods of accountability to ensure proper medical billing. This class includes an introduction to the hospital billing side through the Ambulatory Payment System, DRGs, and the UB-92 claim form.

**Section A:** February 1- February 20, 2018; Tuesday and Thursday, 6:30pm-9:30pm; Six Sessions, 18 hours

**Total tuition for Medical Billing/Coding Certificate:** $2,775 (Textbooks and exam fee not included)

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**PHARMACY TECHNICIAN CERTIFICATION COURSE**
Prepare for a rewarding career as a Certified Pharmacy Technician. Certified Pharmacy Technicians play an integral role in drugstores, supermarkets, hospitals, and mail-order facilities by helping licensed pharmacists prepare and dispense prescription medications and other health-related products. They also perform administrative duties and are often the first point of contact between patients and the pharmacy staff.

This course will provide a comprehensive overview of the topics and subjects necessary for employment as a pharmacy technician in either a hospital or retail setting. The curriculum will prepare you to work on a national level, while clearly defining your role as prescribed by New York State law. Upon successful completion of this course, students would be prepared to take the national Pharmacy Technician Certification Exam (PTCE).

**Section A:** March 2- June 15; Thursday, 7:00pm-10:00pm; No Class: April 13
15 Sessions, 45 hours, followed by 120 hour internship**

**PHARM01:** $1,300 (Textbook and exam fee not included) **Students must register for Basic Life Support class at the start of the semester. See BLS class schedule.**

**Internship hours are scheduled by the coordinator and may vary based on the clinical sites business hours, one to five days a week. A passing grade in the course is required to attend internships.**

To register: 718.982.2182 or wwwcsi.cuny.edu/continue | 14
THE BODY ELECTRIC: YOUR GUIDE TO FUNCTIONAL DISSECTION OF THE NERVOUS SYSTEM
Co-sponsored by the American Academy of Clinical Electrodiagnosis and the College of Staten Island
Enrollment is offered to any healthcare practitioner who has a state license where interpretation of EMG/NCV is within his/her scope of practice. Additionally, internationally trained medical doctors (upon documentation of training) may enroll in this course. 3 CEUs for physical therapists in New York State. For information: www.emgnvc.net or call 717.585.8473, $299

CERTIFIED NERVE CONDUCTION TECHNICIAN (NCT-C):
Embark on a new career in healthcare as a Certified Nerve Conduction Technician. As a Nerve Conduction Technician, you work closely with physicians and other healthcare professionals to help find the source of the patient’s pain, weakness, and discomfort. The certification will stand as proof of your proficiency to potential employers. Must have a High School diploma or High School Equivalency graduates. Certificate available from the American Academy of Clinical Electrodiagnosis and the College of Staten Island. For information: www.emgnvc.net or call 717.585.8473, $2,100

EMG/NCV CERTIFICATION COURSE
Co-sponsored by the American Academy of Clinical Electrodiagnosis and the College of Staten Island
Enrollment is offered to any healthcare practitioner who has a state license where interpretation of EMG/NCV is within his/her scope of practice. Learn the basics of EMG/NCV testing in two weekends. Listen to online lectures before investing two weekends in concentrated lecture and laboratory sessions onsite. Have access to our online textbook for several months after the course. Further your education through a stepwise hybrid education of online lectures and onsite lecture/laboratories to achieve full certification as a specialist in EMG/NCV by becoming certified as a fellow in EMG/NCV and earn the credential as F-EMG®. All material is centered on evidence-based principles. CEUs: Up to 162 CEUs available for physical therapists in New York State. Chiropractors CEU available in all states through the Western States University Certificate available from the College of Staten Island. For information: www.emgnvc.net or call 717.585.8473, $7,100

INTERPRETATION OF EMG/NCV STUDIES
This highly interactive course provides the licensed healthcare practitioner with the basic skills to read, understand, and interpret the results of an EMG/NCV report. The interpretation allows the licensed healthcare practitioner the opportunity to identify important markers for case management. This course is not skill-oriented in that techniques and laboratory are not included as content. Topics included in the course include anatomy, physiology, biomedical instrumentation, neurophysiology, neuroanatomy, ethics, and other related basic science items at a technical level. CEUs available for physical therapists in New York State. 16 CEUs available for chiropractors in all states through the Western States University. Certificate available from the American Academy of Clinical Electrodiagnosis and CSI. For information: www.emgnvc.net or call 717.585.8473, $425
PERSONAL TRAINER NATIONAL CERTIFICATION
Come join this fun profession and be a part of what Fortune magazine and ABC News.com state is the fourth hottest job in the U.S., at a national average of $34 an hour.

This challenging course is taught over a five-week period for better retention and skill competency. The national exam is held on the sixth week. This course is formatted as a 60-hour program and is comprised of 15 hours of lecture, 15 hours of hands-on practical training, and a 30-hour internship that networks many graduates right into a job. The course prepares you for success with key topics that include biomechanics, exercise physiology, fitness testing, and equipment usage and health assessment. The Office of Continuing Education is partnering with World Instructor Training School (WITS), the only major certifying body in the country providing comprehensive practical training and internship components.

Section A: March 5- April 9; Sunday, 9:00am-4:00pm; Six Sessions, 42 hours
PTC100: $825 (BLS certification included. Textbook not included)

Students must register for Basic Life Support Class at start of semester. See BLS class schedule.

BASIC LIFE SUPPORT FOR HEALTHCARE
The American Heart Association's new BLS course has been updated to include science and education from the 2015 Guidelines update for CPR and ECC. It teaches both single-rescuer and team basic life support skills for pre-hospital and in-facility environments, with a focus on high-quality CPR, AED, and team dynamics.

Five Sections Available:
Section A: Saturday, March 4
Section B: Sunday, March 5
Section C: Saturday, April 1
Section D: Sunday, April 23
Section E: Saturday May 13
9:00am-5:00pm
One Session, 8 hours, BLS001: $75

Tuition fee waived for students enrolled in the following:
CMA, CNA, Pharmacy Technician, Phlebotomy Technician, Personal Trainer and Dental Assistant.
SOCIAL SERVICE

ADVOCACY UNLIMITED: THE PATH TO EMPOWERMENT
An exploratory course to examine the world of self-advocacy. Participants will enhance skills and learn about resources for individuals with developmental disabilities, including how to start a self-advocacy group, speak up for their rights, advocate for others, and how to teach the community about the rights of people with disabilities.

Section A: March 17 - May 19
Friday, 10:00am-noon
No Class: April 14
Nine Sessions, 18 hours
ADVOC: $50

NYS-CREDENTIALED ALCOHOLISM AND SUBSTANCE ABUSE COUNSELOR (CASAC) TRAINING
These classes meet the educational requirements established by the NYS Office of Alcoholism and Substance Abuse Services (OASAS) for individuals who wish to prepare for a career in substance abuse counseling and those who are looking to obtain a CASAC-T. Upon completion of the 350 hours of training, you will be eligible to take the state examination.

This education requirement is comprised of four sections that are divided into eight modules. All CASAC courses may be taken individually, and in any sequence. Please note: It would be beneficial to the perspective student to meet or speak with the coordinator of the program prior to enrolling in classes to gain an understanding of the scope of work in the classes, OASAS’s credentialing process, and other essential information for someone who is considering a career in addiction counseling.

All courses are suitable for aspiring substance abuse professionals and some are suitable for a layperson. The eight modules must all be completed for graduation from the program. For further information concerning the credentialing process, please call 800.482.9564.

“A few years ago, I decided I wanted to learn how to help those sick and suffering from addiction after addiction touched my life personally. After speaking with as many CASAC counselors as I could, and doing my own research, I decided to attend CSI’s Continuing Education classes given for CASAC 350 education hours. After almost 2 years, I have finally finished classes, obtained my CASAC-t, and have started to work in the addiction field as a counselor. I have learned that I was very prepared for the work to be done in this field due to the very knowledgeable instructors. They were able to take their work experiences, letting us know what to expect in the work force and how each facility may handle things. They have been instrumental in guiding me with my application process and with questions on job opportunities as well. I am looking forward to taking my Certification exam, and know that I will be more than prepared to pass.”

--Melissa Forsyth, CASAC Graduate, 2016

These proficiency requirements are listed as four sections:

- Knowledge of Alcoholism and Substance Abuse — 85 Hours
- Alcoholism and Substance Abuse Counseling — 150 Hours
- Assessment, Clinical Evaluation, Treatment Planning, Case Management, Patient/Family, Community Education — 70 Hours
- Professional and Ethical Responsibilities — 45 Hours

To register: 718.982.2182 or www.csi.cuny.edu/continue | 17
**SOCIAL SERVICE/PROFESSIONAL WORKSHOPS**

**Section I, Module 1:**
Knowledge of Substance Abuse 1  
CAC 1-01: $400 (Textbook not included)  
February 27 - June 19  
Monday, 6:30pm- 9:30pm, 14 Sessions, 40 hours  
No class: April 10, April 17 and May 29

**Section IV, Module 1:**
Professional and Ethical Responsibilities  
CAC 4-01: $400 (Textbook not included)  
February 28 - June 20  
Tuesday, 6:30pm-9:30pm, 15 Sessions, 45 hours  
No class: April 11 and April 18

**Section II, Module 1:**
Substance Abuse Counseling Theory/Individual Counseling  
CAC 2-01: $400  
March 2 - June 29  
Thursday, 6:30pm-9:30pm  
17 Sessions, 50 hours; No class: April 13

**Section III, Module 1:**
Assessment Treatment Planning, Clinical Evaluation  
CAC 3-01: $400  
July 10 - August 24  
Monday and Thursday, 6:30pm-9:30pm  
14 Sessions, 40 hours

**Section III, Module 2:**
Case Management /Family & Community Education  
CAC 3-02: $400 (Textbook not included)  
July 11 - September 12  
Tuesday, 6:30pm-9:30pm  
10 Sessions, 30 hours

**PROFESSIONAL WORKSHOPS**

**DASA-HARASSMENT, BULLYING, CYBERBULLYING, AND DISCRIMINATION IN SCHOOLS: PREVENTION AND INTERVENTION**

The six-hour course will include the social patterns of bullying and discrimination, and harassment, including those acts based on but not limited to race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex through hands-on, thought-provoking group and individual activities that will offer insight and application into the Dignity Act.

**14 Sessions Available:**

- **Section A:** Saturday, 9:00am–3:00pm January 7
- **Section B:** Sunday, 9:00am–3:00pm January 22
- **Section C:** Saturday, 9:00am-3:00pm February 4
- **Section D:** Sunday, 9:00am–3:00pm March 5
- **Section E:** Saturday, 9:00am–3:00pm March 25
- **Section F:** Saturday, 9:00am-3:00pm April 8
- **Section G:** Sunday, 9:00am–3:00pm April 23

- **Section H:** Sunday, 9:00am–3:00pm May 7
- **Section I:** Saturday, 9:00am–3:00pm May 20
- **Section J:** Sunday, 9:00am–3:00pm June 4
- **Section K:** Saturday, 9:00am–3:00pm June 17
- **Section L:** Saturday, 9:00am–3:00pm July 8
- **Section M:** Sunday, 9:00am–3:00pm July 23
- **Section N:** Saturday, 9:00am–3:00pm August 5

One Session, **DASA01**: $110.

To register: 718.982.2182 or www.csi.cuny.edu/continue | 18
NEW YORK STATE-APPROVED MONITOR FOR INSURANCE CONTINUING EDUCATION UNITS

The College of Staten Island Office of Continuing Education and Professional Development is a New York State Insurance Department-approved monitor. We proctor licensees taking self-study courses to complete their continuing education requirements. Call 718.982.2182 for appointment. One Session, **INS003**: $50

NEW YORK NOTARY PUBLIC TEST PREPARATION

Many banks, law offices and institutions that deal in financial or real property businesses employ individuals who are commissioned as Notary Publics. Take this three-hour seminar in notary public law and legal terminology, to prepare you for the New York State Notary Public Examination. NYS exam given in Manhattan.

**Section A:**
Saturday, March 18, 9:30am-12:30pm

**Section B:**
Saturday, May 20, 9:30am-12:30pm

One Session, 3 Hours; **NP501** Tuition: $125 Textbook not required (Exam fees not included)

FOOD PROTECTION COURSE

A 15-hour course prepares students for NYC certification. Learn purchasing, receiving, storing food, physical and chemical biological hazards, food-borne disease agents, preparing and serving foods, and food safety considerations. A certifying examination will be given immediately upon completion of the local regulations training (examination cost is included in course price). Exam is held in Manhattan. Please note: A $15 transfer fee will be applied for section reassignments. **FHC01**: $180

**Section A:** Saturday and Sunday, March 4 and March 5, 9:00am–5:00pm; **Test date**: March 7th @ 10:00am

**Section B:** Saturday and Sunday, May 6 and May 7, 9:00am–5:00pm; **Test date**: May 9th @ 10:00am
INDIVIDUAL RÉSUMÉ PREPARATION

Customized workshop designed to meet your specific job-search needs. Working one-on-one with a leading industry expert, you will receive personal attention on how to create an effective résumé or improve an existing one. Our expert will tailor your sessions based on your career goals, which may include résumé review, strategies on creating cover letters, and writing follow-up thank you notes, or mock interviewing. Call 718.982.2182 for appointment.

Two Sessions, CE010: $125

NYS-APPROVED RECOGNIZING AND REPORTING CHILD ABUSE

Learn the physical and behavioral signs of child abuse and maltreatment. This two-hour workshop will teach you about mandated reporting and how to carry out your professional responsibilities.

Section A: Saturday, 10:00am-noon March 4
Section B: Saturday, 10:00am-noon May 13
One Session, CC860: $50

NYS-APPROVED SCHOOL VIOLENCE PREVENTION AND INTERVENTION

In this two-hour workshop, you will learn the dynamics of aggressive behavior in children and the tools used to prevent them from becoming victims of such behavior.

Section A: Saturday, 12:30pm-2:30pm March 4
Section B: Saturday, 12:30pm-2:30pm May 13
One Session, VP100: $50

LANGUAGE

INTRODUCTION TO CONVERSATIONAL SPANISH

Learn the fundamental conversation skills necessary for workplace settings such as banking, education, health and human services, and retail.

Section A: March 1- June 7
Wednesday, 6:30pm-8:30pm
No class: April 12
14 Sessions, 28 hours
SP100: $250
ONLINE REAL ESTATE COURSES

Online real estate licensing courses are offered to the general public to satisfy state educational requirements for licensure. The courses, taught through Career Web School online real estate schools, are guided by state licensing requirements and are designed to provide a comprehensive education that thoroughly prepares candidates for licensed activities in the real estate business. For more information visit www.licenseschool.com and enter code 1656.
COLLEGE PREPARATION AND REMEDIAL PROGRAMS

PRE-COLLEGE MATH
The Pre-College Math course is a preparatory course designed for those students who need to pass either one or both parts of the Mathematics CUNY Assessment Test, also known as the ACCUPLACER. All students must have previously taken and failed the ACCUPLACER Test. This course will focus on the instruction of various pre-algebra and algebra-level materials found on the ACCUPLACER Test such as substitution, linear equations, operations of polynomials, radicals, and factoring.

Section A: Tuesday and Thursday
February 28- May 18
9:05am-12:05pm

Information Session/Orientation:
TBD

Section C: Tuesday and Thursday
February 28- May 18
6:30pm-9:30pm

PCM01: $250, 20 Sessions, 60 hours - No class: April 11, April 13, April 18 and April 20, EXAM DATE—TBA

CUNY START
CUNY Start is an intensive semester-long program that will help you pass the CUNY placement exams and succeed in your college studies. Part-time and full-time classes are offered in reading, writing, and math.

Who is eligible for CUNY Start? CUNY Start is for high school and GED graduates who have applied and been accepted to the College of Staten Island but have not passed the CUNY reading and/or writing assessment test and at least one part of the COMPASS math test.

Why enroll in CUNY Start?
- Improve your reading, writing, and math skills and prepare for college
- Low cost: $75 per semester, includes books and supplies
- Two opportunities to retake the CUNY placement exams
- Save your financial aid for credit

When are classes?
Full time program: 25 hours a week, 9:00am – 3:00pm
Monday – Friday

Part time program: 12 hours a week, 12:20 PM–3:20PM
And 4:40 PM–7:40 PM
Monday - Thursday

Need more information?
Visit the CUNY Start office in Building 4N, Room 207, Monday through Friday, 9:00am-5:00pm or call 718.982.3069. You can also visit the Website at www.csi.cuny.edu/cunystart.
CUNY LANGUAGE IMMERSION PROGRAM (CLIP)

The CUNY Language Immersion Program (CLIP) offers you the opportunity to study English for an intensive period of time before you enroll (or re-enroll) in formal college courses. You will learn reading, writing, and communication skills that will help you to be a successful college student at CUNY.

When do classes meet?
Classes meet for 25 hours per week. Day and evening sessions are available. CLIP spring semester starts on January 30th and ends on June 7th. The summer 2017 semester starts June 22nd and ends August 4th. Classes meet Monday - Friday, from 8:45am - 2:15pm.

Who may attend program?
Only students who have been admitted to a CUNY college may attend CLIP, including students who wish to learn more English before beginning college coursework or those referred to CLIP by a college advisor.

How long can I stay in CLIP?
You may enroll in CLIP for up to one academic year.

Will I have to use my financial aid to pay for CLIP?
No. During your time in CLIP, you will not use your financial aid.

Will it be easy for me to return to the CUNY college to which I was accepted to after I leave CLIP?
Yes. A place at the CUNY College to which you were accepted is reserved for you. You will receive assistance to make this transition when you are ready to return.

How can I enroll?
To enroll in CLIP, call 718.982.3996 to set up an appointment.

How much does CLIP cost?
New York City Residents: $180
Non-Residents: $450
Welfare recipients and SEEK/CD: $45

To read the full article about CSI's former CLIP student and 2016 Valedictorian, RinZhi Go Larocque, visit http://csitoday.com/2016/05/verrazano-student-volunteers-globally-for-conservation-efforts/#.V0zrqpErKUK
The Adult Learning Center at the College of Staten Island offers a number of different options to people who want to get a high school degree, learn English as a second language, improve their career readiness, explore their educational opportunities, or even apply to college. Our classes are free to members of the entire Staten Island community. Below is a list of the programs we offer. Not sure which program is for you? Call 718.313.0847 to make an appointment with our Assessment Coordinator. Together, you can find out which program is the best fit for you and your goals.

The Adult Learning Center offers the following classes:

**Adult Basic Education:**
These classes provide instruction that enables students to improve their reading, writing, and math skills.

**Adult Secondary Education:**
These classes, also called High School Equivalency (HSE), provide instruction in reading, writing, science, social studies, and math, in order for students to pass the TASC™ Test and earn a HSE diploma in New York State. These classes are offered in both English and Spanish.

**College Transition:**
These classes provide instruction to students who have already passed or are close to passing the GED or TASC™ tests and want to prepare to take the CUNY Assessment Tests to enroll in a CUNY college.

**English for Speakers of Other Languages:**
These classes provide English language instruction to students seeking to improve their abilities to speak, understand, read, and write the English language. Classes are offered to students at all levels; however the upper-level classes focus on preparing for college-level work. Join our Facebook page at ESL Program at the College of Staten Island.

**OPTIONS PROGRAM FOR MATURE LEARNERS**
A program specifically designed for individuals over age 55

“Learning is a lifetime journey… growing older merely adds experience to knowledge of man, and wisdom to curiosity.” —C. E. Lawrence (author)

The College of Staten Island OPTIONS program offers opportunities for learning, creativity, socialization, and fun...keeping students active, involved, and thriving!

Courses range from Shakespeare to technology, politics to painting, and history to religion. There’s something for everyone. All courses are non-credit with no tests or grades and are open to anyone 55 and older. A one-time semester fee of $75 allows students to take a variety of courses designed with their interests and needs in mind. An end-of-semester luncheon and a club that meets every Thursday afternoon help to create an engaging experience of learning and socialization. For more information, please call 718.982.2182.
COMMUNITY SERVICE PROGRAMS

PROGRAMS FOR PEOPLE WITH DISABILITIES
AHRC MELISSA RIGGIO HIGHER EDUCATION PROGRAM

AHRC New York City’s Melissa Riggio Higher Education Program at the College of Staten Island (CSI) is a fully inclusive college-based program designed to prepare people with intellectual and developmental disabilities for adult life through higher education coursework, career exploration and preparation, self-awareness and personal improvement, community engagement, and the development of self-advocacy skills. This is a non-credit, non-degree program that provides individualized academic, vocational, community, and social experiences for young adults in a highly supportive, yet challenging environment. These students have the same opportunities for social and personal growth as other young adults at the college level.

Each student has an individualized weekly schedule. Students are encouraged to think critically, as well as to develop an academic and life plan. Students take classes that are reflective of areas of interest and strength, as well as the core courses required of all students.

Melissa Riggio Higher Education Programs students are pursuing internships, both on and off campus, in a variety of areas. The social conscience and personal dedication of the College’s administration and faculty and AHRC New York City administrators and program staff enable us to collectively struggle, grow, persist, and share with others, creating new enduring models for education for people with intellectual and developmental disabilities.

For more information, call the Melissa Riggio Program at 718.982.2083.

CREATIVE EXCHANGE PROGRAM

The Creative Exchange Program has been serving developmentally disabled adults in a non-degree program for more than 30 years. Creative Exchange consistently offers a wide range of classes that include, but are not limited to, English language arts, poetry, world history, and geography. Students enrolled must be at least 21 years of age. Classes are run in the evenings, from Tuesday through Friday, in the community and on campus, from mid-September until mid-May, from 6:30pm to 8:30pm.

The Creative Exchange Program also offers a more demanding program called Life Skills. This program also serves developmentally disabled adults, aged 21 and older, in a non-degree program. Classes offered include math, reading, social studies, social skills, and group interaction. Students are also encouraged to work independently on a number of assignments. Classes are held on Mondays and Thursdays, 6:30pm to 8:30pm, and follow the College calendar. Applying to both programs is achieved by completing the registration form and sending it with the required attachments.

Registration forms can be obtained by emailing michael.green@csi.cuny.edu.
GENERAL INFORMATION

REGISTRATION

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<td>Merrill Avenue Campus</td>
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<td>Office of Continuing Education</td>
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Check, money order, credit card. Cash payments are not accepted.

Registration Fees
$5 for one-day workshop/seminar; $10 for two-day workshop/seminar
$30 for all other courses
$35 late registration fee (registrations received two weeks prior to the start of the course)
$25 check return fee
$60 credit card dispute fee

Refund Policy
100% refund if written notice is received five business days prior to the first class. Email your request for a refund to continuing_ed@csi.cuny.edu. Registration fees and late fees are non-refundable. No refunds are given after the course has begun. Please allow four to six weeks for processing.

Reduced Fees
Seniors (65 and over), CSI alumni, full and part-time CSI employees and immediate family members*, veterans and active military: 10%. No discounts apply to: online certificates, online courses, DASA training, remedial courses, CPR, Pharmacy Tech, Food Handler’s Certification, Remedial ESL and Language Courses, WITS Fitness Training courses, State-mandated Workshops, and American Academy of Clinical Electrodiagnosis.
*discount applies to spouse/partner and children residing in the same household.

Textbooks
Unless otherwise specified, textbooks are not included in course tuition.

Class Cancellations
The College reserves the right to cancel or withdraw courses from the Catalog and to change the course. The College reserves the right to cancel classes due to inclement weather or at the discretion of the Office of Continuing Education and Professional Development. Call 718.982.2182 for class make-up information. For snow day information, call 718.982.3333 or 718.982.4444.

ID Cards
All students attending classes for more than one night must obtain a student ID. Please request a letter from our office to take to Parking Services, Building 3A, Room 106. Call 718.982.2294.

Parking
Continuing Education classes that are more than five sessions in succession require a parking decal, available for a fee in Building 3A, Room 106. Call 718.982.2294. Parking is not available at Merrill Avenue Campus.

Statement of Non-Discrimination
The College of Staten Island is committed to a campus environment that reflects and respects our pluralistic and culturally diverse society. The College admits students without regard to age, alienage or citizenship, color, gender, handicap, national or ethnic origin, race, religion, sexual orientation, veteran or marital status. In welcoming new students to our campus, we are committed to providing equal educational opportunity and a learning environment in which students are free to realize their full potential as productive members of the community.
Follow us

Facebook: www.facebook.com/csicontinuingeducation/
Twitter: www.twitter.com/CSIContinuingEd
Instagram: www.instagram.com/csicontinuingeducation/
LinkedIn: www.linkedin.com/in/csicontinuingeducation

Come meet career advisors and learn about training programs in growing industries!

Upcoming Information Sessions:

Thursday, January 26, 2017 at 6:30 PM-7:30 PM
New York Public Library- New Dorp 309 New Dorp Ln, Staten Island, New York 10306

Monday, January 30, 2017 at 6:30 PM-7:30 PM
NYPL - St. George Library CenterS Central Ave, Staten Island, New York 10301

Thursday, February 2, 2017 at 6:30 PM-7:30 PM
NYPL: Huguenot Park Library 830 Huguenot Ave, Staten Island, New York 10312

Wednesday, February 8, 2017 at 6:30 PM-7:30 PM
CSI Office of Continuing Education & Professional Development 130 Merrill Ave, Staten Island, New York 10314

Saturday, February 11, 2017 at 10 AM-11 AM
CSI Office of Continuing Education & Professional Development 130 Merrill Ave, Staten Island, New York 10314

To register: 718.982.2182 or www.csi.cuny.edu/continue
GENERAL INFORMATION

HIRING ASSISTANCE AT NO COST TO YOU

The Office of Continuing Education and Professional Development can help you hire qualified employees by recruiting and screening our program graduates to ensure that their skillsets meet your job requirements.

- Reduce Your Advertising Cost
- Save Time Looking for Qualified Candidates

Before you place a help-wanted advertisement, contact us at 718.982.2182 to discuss your hiring needs.

CUSTOM TRAINING

The College of Staten Island Office of Continuing Education has the solution to your training needs with a faculty of subject-matter specialists and professionals versed in solutions-oriented programs. We can design customized educational programs for businesses, non-profits, and other community organizations, based on your specific needs, to help your employees grow and business thrive.

We will deliver:
- Training specific to your business environment
- Skill training targeted to specific fields and tasks
- Courses to keep you in compliance within your changing industry

Training can be held at your site or on our beautiful campus.

YOU MAY BE ELIGIBLE FOR TRAINING AT NO COST

A+ Technician, Network+ Technician, Certified Nursing Assistant and Clinical Medical Assistant are growing careers! You may be eligible to apply for an Individual Training Grant if the following applies to you*:

- Have a minimum of a high school or high school equivalency diploma
- Are actively looking for employment or currently employed and earning less than $63,928/year
- Have 12-months of work experience in a related industry

How can I apply for an Individual Training Grant?


Indicate that the College of Staten Island is the organization that referred you.

The application* process takes four to eight weeks and includes passing a Workforce skills test.

*Meeting these prerequisites and completing an application does not guarantee receipt of an ITG voucher.
HC4 PROGRAM

The HC4 Program can help you. Health Careers College Core Curriculum (HC4)

The 1199SEIU Training and Employment Fund’s Health Careers College Core Curriculum (HC4) is a credited college program offered through The City University of New York (CUNY). The program gives 1199SEIU members the opportunity to earn college credits in prerequisite classes designed specifically for working health professionals as a step toward matriculation into a degree program. Courses offered through the College of Staten Island are off campus at 1199 sites in Staten Island, Manhattan, and Brooklyn (except for biology).

Members are enrolled in cohort (group) classes that are supported by skilled case managers and counselors who provide:

- Counseling on campus and at the Fund
- Assistance with course selection, matriculation into appropriate majors, and referral to support services
- Support services including tutoring and workshops to assist with college-level work.

“I wouldn’t have made it through college without the HC4 program. They really support the students.”

—Ying Yu, former 1199 student and currently an adjunct instructor at CSI

Members benefit from no out-of-pocket expenses for tuition. Returning to college has never made more sense. For more information, call 718.982.2180.

THE ENGLISH LANGUAGE INSTITUTE (ELI)

The English Language Institute of the Center for International Service offers: small class sizes with excellent opportunities to use English through intensive English language instruction and cultural orientation, and all aspects of spoken and written English (listening, speaking, reading, and writing).

ELI students in F or J status participate in CSI campus events and activities, which fosters English language practice and integration into campus life (optional for students with other status).

- Classes range from beginner to advanced levels of proficiency.
- Workshops are available for formal test preparation, such as the TOEFL, CAT-W, and ACT exams. Semester sessions typically begin in late January and late August.
- Two Intensive Summer Sessions are offered with 22 hours of instruction per week. All classes are fee based.
- Tutoring sessions are now available on request.
- ELI offers international events: lectures and workshops that help students understand U.S. culture and institutions, culture day, coffee hours. Students receive a certificate after completion of each session.
- ELI works with the CSI Admissions staff in providing assistance to students interested in applying to CSI for an undergraduate or graduate degree.

For questions, call 718.982.2100, email elistudy@csi.cuny.edu or check ELI’s Website at www.csi.cuny.edu/international and click on “Welcome to the Center for International Service.”

Find us on Facebook: www.facebook.com/englishinnewyork.

Increase your English proficiency and broaden your academic and professional opportunities! ELI is a member of AAIEP

To register: 718.982.2182 or www.csi.cuny.edu/continue | 29
GENERAL INFORMATION

ADVANCE YOUR CAREER, CHANGE YOUR PROFESSION, TRANSFORM YOUR LIFE

Did you serve in the Armed Forces?
You may be eligible for benefits* to take a class that will teach you the skills you need to get the job you want!

- Administrative Professional Microsoft Office Specialist 2013
- Medical Billing, Coding, Auditing, and Compliance Certificate
- NY State-certified Nursing Assistant
- Clinical Medical Assistant
- Phlebotomy Technician

To discuss benefits, call Veteran Support Services at 718.982.3108.

*Veterans Tuition Awards (VTA) are awards for full-time study and part-time study for eligible veterans matriculated at an undergraduate or graduate degree-granting institution or in an approved vocational training program in New York State. Eligible students are those who are New York State residents discharged under honorable conditions from the U.S. Armed Forces and who are:

- U.S. citizens or eligible noncitizens.
- High school graduates, earned GED, or passed a federally approved “Ability to Benefit” test.
- Vietnam veterans who served in Indochina between February 28, 1961 and May 7, 1975; Persian Gulf veterans who served in the Persian Gulf on or after August 2, 1990; Afghanistan veterans who served in Afghanistan during hostilities on or after September 11, 2001; Veterans of the Armed Forces of the United States who served in hostilities that occurred after February 28, 1961 as evidenced by receipt of an Armed Forces Expeditionary Medal, Navy Expeditionary Medal, or a Marine Corps Expeditionary Medal.

To establish eligibility, complete the New York State Veterans Tuition Award Supplement online. Print the Web Supplement Confirmation, sign and return it along with the required documentation according to the instructions. Questions regarding eligible service or how to document service should be directed to the HESC at 888.697.4372.

All veterans interested in obtaining information from the VA regarding their eligibility for funding need to have a copy of their DD-214 form.

Visit www.vabenefits.vba.va.gov/vonapp/default.asp to request official notification of education benefits.
FINANCIAL ASSISTANCE

1199SEIU Members
If you are currently an 1199SEIU member, you may be eligible to receive tuition reimbursement. To obtain reimbursement for a continuing education course, you must submit a completed application with all supporting documents to the Training and Upgrading Fund within 90 days of completing the course. For questions or an application, call the Tuition Assistance Hotline at 646.473.9200. You can also email training@1199funds.org.

ACCES-VR (Adult Career and Continuing Education Services-Vocational Rehabilitation)
Phone: 718.816.4800 or www.acces.nysed.gov/vr/

DC 37 Members
Many courses are reimbursable for NYC employees who are members of District Council 37. For general information, to check eligibility, or to request a tuition reimbursement application, call 212.815.1663 or visit District Council37, AFSCME,AFL-CIO.

Department of Veterans Affairs
You may be eligible for VA Education Benefits under the GI Bill. All veterans interested in obtaining information from the VA regarding their eligibility for funding need to have a copy of their DD-214 form. Visit www.vabenefits.vba.va.gov/vonapp/default.asp to request official notification of education benefits.

Education and Training Vouchers (ETV)
The Education and Training Voucher Program helps youth aging out of foster care to make the transition to self-sufficiency and receive the education, training and services necessary to obtain employment. This program is designed to help youth who were in foster care pay for post-secondary education or training. ETV gives students up to $5000 a year for qualified school related expenses. Funding is limited and available on a first-come, first-served basis to eligible students. Applicants must complete the ETV application which includes documentation each semester that is sent directly from the school confirming enrollment, the cost of attendance and unmet need. If you have any additional questions regarding the ETV program please contact Kenneth Kirton at 212-383-1834 or at Kenneth.kirton@ocfs.ny.gov. http://ocfs.ny.gov/main/ddps/adolescent/etv.asp

Employer and Union Vouchers
Many employers and most unions have education and skill upgrades. Talk with your employer or union representative. We can provide course registration documentation for you.

Individual Training Grants
Individual Training Grants are available for Workforce1 customers who are looking to develop the occupational skills needed to pursue careers in healthcare and computer technology, including A+ Technician, Certified Nursing Assistant, and Clinical Medical Assistant.

To apply for an Individual Training Grant, register online at http://www.nyc.gov/html/sbs/wf1/html/register/register_now.shtml. Indicate that the College of Staten Island is the organization that referred you.

Independent Training Accounts
Independent Training Accounts (ITAs) provide funding for occupational skills trainings and are available only to job seekers receiving cash assistance from the Human Resources Administration (HRA). To find out more about training vouchers available, please speak to your program representative.

Loans
Students may arrange a private loan to help cover educational expenses for certificate programs. The College does not recommend any specific lender or preferred lender arrangement. We recommend thoroughly investigating your loan options before making educational financing decisions.
FINANCIAL ASSISTANCE/ADMINISTRATION

MyCAA
The My Career Advancement Account (MyCAA) Scholarship is a workforce development program that provides up to $4,000 of financial assistance to eligible military spouses who are pursuing a license, certification, or Associate’s degree in a portable career field and occupation.

NYS & CSEA Partnership for Education and Training
The Tuition Benefits Program provides educational benefits to CSEA-represented New York State (NYS) employees, enabling them to achieve greater career mobility, qualify for promotional opportunities, improve job skills, and prepare for future state workforce needs. The College of Staten Island, Office of Continuing Education and Professional Development participates in the Tuition Voucher Program. Applications can be made online https://www.nysceapartnership.org/TuitionCatalogs/2016/AppForm2016.pdf, School Code for training programs is 337 The College of Staten Island/CUNY (NC).

Scholarships
The Helena Rubinstein Continuing Education Scholarship Fund for Career Advancement Limited scholarships are available to cover up to 90% of tuition for individuals who seek to advance their careers through education and training, and who do not have access to other sources of funding that can pay for tuition and fees. Scholarship applicants may also be disadvantaged individuals who are unemployed or seeking a career change. For more information, visit www.cuny.edu/academics/conted/rubinstein.html.

2017 CHW (Cannon Heyman & Weiss, LLP) Scholarship Fund for students living in affordable housing. Scholarships will be awarded to successful, qualified applicants and will offer financial aid for full and part time study at approved colleges, junior colleges, technical schools, and other post-secondary institutions leading to a degree, diploma, or certificate. Graduate studies are not included. Application deadline is April 15, 2017. For additional information, visit www.chwattys.com.

ADMINISTRATION

Christopher Cruz Cullari
Executive Director

Jasmine Cardona
Director, Workforce Development and Administration

Intissar Hasan
Assistant Director of Administration

Rosamaria Aiello
Marketing Specialist

Diana Perez-Miller
Coordinator of Workforce and Professional Programs

Lisa Spagnola
Program Developer

Marianne Smart
Acting Director, 1199 Union Student Support Programs

Donna Grant
Director, Pre-College Programs: Adult Learning Center, CUNY Start, CUNY Language Immersion Program (CLIP

Nada Michael
Assistant Director, CUNY Start

Blerina Likollari
Assistant Director, CLIP

Ife Okoh
Director, AHRC NYC Melissa Riggio Program

Rachel Rippey
Program Supervisor

Michael Green
Coordinator, Creative Exchange Program

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- **Wednesday | February 8, 2017 | 6:30pm**
- **Saturday | February 11, 2017 | 10:00am**

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