World Languages

Learn a World Language ~ Expand Your Opportunities

Enrich Your Travel Experience
Exercise Your Brain
Challenge Yourself
Become Fluent

NEW THIS SPRING!
Language Institute for Travelers
See page 3 for details.

MC
MONTGOMERY COLLEGE
Spring 2018
Workforce Development & Continuing Education
Course Schedule
Textbooks
http://cms.montgomerycollege.edu/wdce/ce/worldlanguage textbooks.html and the MC Bookstore website contain the most up-to-date textbook information.

Most world language classes with a course code beginning with ‘LAN’ require textbooks. Many texts are used for more than one year of study. Text costs are in addition to course fees. Textbook titles can be found at http://www.montgomerycollege.edu/wdce/ce/languagetextbooks.html.

You may purchase your book through the Rockville Campus Bookstore, Germantown Campus Bookstore, or the Takoma Park/Silver Spring Bookstore if your course is held there. You do not need to go to the Rockville Campus to make your purchase. You may use the Montgomery College online service or call to have your book mailed to you or to another campus (240-567-5347 or 240-567-5389). Go to www.montgomerycollege.edu/bookstores for more details about purchasing, buybacks, returns, contact information, etc.

Language Students: Not sure of your level?

Ask yourself: If I am in a situation where I must speak the language, how well am I able to understand and be understood? Then read through the course descriptions and register for the level that seems most appropriate. Enrollment in Workforce Development & Continuing Education noncredit world language courses does not require students to complete a placement test prior to enrollment. However, to ensure the best learning experience possible for all students enrolled, students may be encouraged to register for another course based on the instructor’s recommendation.

There are so many levels of Spanish classes, how do I know which one to take?

To help you make the correct decision, we have compiled a general guide to our Spanish classes. Please visit http://cms.montgomerycollege.edu/wdce/ce/worldlanguagespanishfaqs.html.

GET THE LATEST INFORMATION
MyMC is your communication portal.

The College will send emails to your MC email account. Be sure you can login to MyMC before your class starts. If you need help logging into your account, you can visit the Welcome Center on any campus or call 240-567-5188 for more information.

Cancellations or Schedule Change
Montgomery College Noncredit World Language Department reserves the right to cancel classes due to insufficient enrollment. If your class is cancelled you will be notified and will have the option to transfer to another class or receive a full refund.

Key to Course Information

<table>
<thead>
<tr>
<th>Course #</th>
<th># of hours</th>
<th>Tuition and Fee</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAN043</td>
<td>22 Hours</td>
<td>$132 + $124 fee = $256; NMR add $140</td>
<td>Rockville Campus</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CRN #</th>
<th># of sessions</th>
<th>Day(s) of week</th>
</tr>
</thead>
<tbody>
<tr>
<td>35259</td>
<td>12 Sessions</td>
<td>R</td>
</tr>
</tbody>
</table>

Dates: 2/8–5/3, 3–5 p.m.

For disability support services, call Natalie Martinez at 240-567-4118 or e-mail natalie.martinez@montgomerycollege.edu.

Looking for the latest info on classes?
For the most up-to-date list of noncredit world language courses (including instructor names, class meeting times, and locations), please search the real time schedule by visiting:

NEW THIS SPRING!

Language Institute for Travelers

Are you planning a trip and want to learn the language? Language Institute for Travelers can help you! Join us to learn conversational language skills for travel related situations. In addition to learning grammar and vocabulary for use at the airport, hotel, and restaurant, you will gain exposure to the culture and customs of that country. TWA

<table>
<thead>
<tr>
<th>Language</th>
<th>Course:</th>
<th>CRN#</th>
<th>Dates</th>
<th>Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>French</td>
<td>LAN196</td>
<td>35289</td>
<td>2/9–3/23</td>
<td>F 10 a.m.–12:10 p.m.</td>
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<td></td>
<td></td>
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<td>4/7–5/12 S 10 a.m.–12:10 p.m.</td>
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<tr>
<td>German</td>
<td>LAN200</td>
<td>35294</td>
<td>3/21–4/25</td>
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<tr>
<td>Hebrew</td>
<td>LAN197</td>
<td>35291</td>
<td>3/25–4/29</td>
<td>U 12–2:10 p.m.</td>
</tr>
<tr>
<td>Italian</td>
<td>LAN199</td>
<td>35293</td>
<td>2/8–3/22</td>
<td>R 10 a.m.–12:10 p.m.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>No class 3/15</td>
</tr>
<tr>
<td>Japanese</td>
<td>LAN210</td>
<td>35923</td>
<td>3/19–4/23</td>
<td>M 7–9:10 p.m.</td>
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<tr>
<td>Mandarin</td>
<td>LAN203</td>
<td>35296</td>
<td>3/20–4/24</td>
<td>T 7–9:10 p.m.</td>
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<tr>
<td>Portuguese</td>
<td>LAN202</td>
<td>35295</td>
<td>3/22–4/26</td>
<td>R 7–9:10 p.m.</td>
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<tr>
<td>Spanish</td>
<td>LAN208</td>
<td>35300</td>
<td>3/24–4/28</td>
<td>S 1–3:10 p.m.</td>
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</table>

TWA Rockville Campus 12 Hours 6 Sessions $103 + $97 fee = $200; NMR add $140

http://cms.montgomerycollege.edu/wdce/ce/worldlanguage_travelers.html
**American Sign Language**

**Just Enough ASL**
This is a beginning ASL course for students who are looking for a basic overview. You will learn, review and practice basic ASL grammar, fingerspelling, numbers, and basic sign vocabulary on a variety of topics. Aspects of Deaf culture will also be discussed. TWA

Course: LAN175  
22 Hours  
$160 + $129 fee = $289; NMR add $140

**Rockville Campus**
CRN#: 35284  
12 Sessions  
7-9 p.m.  
No class 3/13

CRN#: 35283  
12 Sessions  
1-3 p.m.  
No class 3/16

**Amharic**

**Amharic I—Part 1**  
NEW  
This course is an introduction to spoken and written Amharic. You will learn about the Amharic alphabet, the “Fidel,” as well as introductory level vocabulary and grammar needed for basic communication. Topics include greetings, exchanging personal and professional information, and reading short texts in Amharic. This course is appropriate for you if you have a personal, occupational, or scholarly interest in the language. TWA

Course: LAN204  
22 Hours  
$132 + $124 fee = $256; NMR add $140

**Rockville Campus**
CRN#: 35297  
12 Sessions  
7-9 p.m.  
No class 3/12

**Arabic**

**Arabic II—Part 1**  
NEW  
Completion of Arabic I, part 2 or equivalent study or communication experience is helpful to succeed at this level. You will speak and respond to questions relating to self, family and personal life. TWA

Course: LAN206  
22 Hours  
$132 + $124 fee = $256; NMR add $140

**Rockville Campus**
CRN#: 35298  
12 Sessions  
7-9 p.m.  
No class 3/14

**French**

**French I—Part 1**
This course is designed as an introduction to spoken French for those with no previous experience in the language. You will learn introductory-level vocabulary and grammar, enabling you to engage in simple, practical everyday communications. Topics include greetings, polite expressions, and exchanging personal information. You will learn to manage exchanges in the present tense. TWA

Course: LAN041  
22 Hours  
$132 + $124 fee = $256; NMR add $140

**Bethesda-Chevy Chase Reg Serv Ctr**
CRN#: 35255  
12 Sessions  
W  
2/7-5/2  
10 a.m.-12 p.m.  
No class 3/28

**Rockville Campus**
CRN#: 35254  
12 Sessions  
R  
2/8-5/3  
7-9 p.m.  
No class 3/15

**French I—Part 2**
This is a continuation of French I—Part 1 or for those with some basic experience. Grammar topics include present tense of regular and irregular verbs, definite and indefinite articles, and gender and number. You will expand your vocabulary as you practice communicating basic needs and responding to questions on everyday topics. TWA

Course: LAN042  
22 Hours  
$132 + $124 fee = $256; NMR add $140

**Rockville Campus**
CRN#: 35256  
12 Sessions  
W  
2/7-5/2  
7-9 p.m.  
No class 3/14

**French II—Part 1**
Completion of French I or some basic foundation in French is helpful to succeed at this level. You will be speaking and responding to questions more easily in everyday situations about routines, travel, and planning as you learn descriptive adjectives and the “near future” tense. French and Francophone cultural topics are also discussed. TWA

Course: LAN043  
22 Hours  
$132 + $124 fee = $256; NMR add $140

**Rockville Campus**
CRN#: 35259  
12 Sessions  
R  
2/8-5/3  
3-5 p.m.  
No class 3/15

**French II—Part 2**
This is a continuation of French II—Part 1 and is for nonnative speakers with some basic foundation in French. You will continue to improve your ability to communicate and feel at ease in everyday situations. French and Francophone cultural topics are also discussed. TWA

Course: LAN044  
22 Hours  
$132 + $124 fee = $256; NMR add $140

**Bethesda-Chevy Chase High School**
CRN#: 35261  
12 Sessions  
T  
2/6-5/1  
7-9 p.m.  
No class 3/27

**Rockville Campus**
CRN#: 35260  
12 Sessions  
M  
2/5-4/30  
7-9 p.m.  
No class 3/12

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

NMR Non-Md. resident  
TWA Tuition Waiver Applies
German

German I—Part 2
This is a continuation of German I—Part 1 or for those with some basic experience. Grammar includes present tense, two-part and modal verbs, possessive adjectives, and prepositions. You will expand your vocabulary as you practice communicating basic needs and distinguishing formal and informal levels of language. Cultural topics of German speaking nations are discussed. TWA
Course: LAN055  22 Hours
$132 + $124 fee = $256; NMR add $140
Walter Johnson High School
CRN#: 35266  12 Sessions  R
2/6-5/3  7-9 p.m.  No class 3/29

German V—Part 1
This continuation of German IV is designed to develop fluency a nonnative speaker. You will continue to practice conversation and increase vocabulary with simple texts that reinforce grammar structures as well as colloquial and idiomatic usage. TWA
Course: LAN062  22 Hours
$132 + $124 fee = $256; NMR add $140
Walter Johnson High School
CRN#: 35266  12 Sessions  R
2/8-5/3  7-9 p.m.  No class 3/29

German Conversation and Grammar Review #1
This course is for you if you have a foundation in all the basic German grammar. Conversation practice and reading will help you develop fluency with an emphasis on listening comprehension. Grammar review is an integral part of the course. Readings include simplified versions of articles on various topics. TWA
Course: LAN194  22 Hours
$189 + $126 fee = $315; NMR add $160
Walter Johnson High School
CRN#: 35287  12 Sessions  R
2/8-5/3  7-9 p.m.  No class 3/29

Hebrew

Hebrew II—Part 1
Hebrew II Part I is an intermediate modern Hebrew language class intended for students with basic knowledge. You will start speaking in Hebrew from the first class and by the end of the course you will be able to use more verbs in the present tense and the infinitive for male, female, singular and plural forms; read and understand texts; converse about a variety of topics; give oral presentations; and write short texts. TWA
Course: LAN177  22 Hours
$132 + $124 fee = $256; NMR add $140
Rockville Campus
CRN#: 35285  12 Sessions  T
2/6-5/1  7-9 p.m.  No class 3/13
Hebrew III—Part 2
This class is for you if you have previous knowledge of basic verbs, conjugation in the present and past tenses, and the infinitive. You will advance your speaking skills, learn advanced prepositions and their conjugations, indirect speech, and future tense. You will read one-page authentic stories, poems, and articles. The class will feature conversations and discussions, student presentations and simulations, and teacher presentations. TWA
Course: LAN195 22 Hours
$132 + $124 fee = $256; NMR add $140
Rockville Campus
CRN#: 35288 12 Sessions M 2/5-4/30 7-9 p.m. No class 3/12

Hebrew IV—Part 1 NEW
This is an advanced Hebrew class. You will advance your speaking skills in past and present tenses, learn future tense, advanced prepositions and their conjugations. Relative clauses, casual clauses, and the imperative will be studied as well. Lessons will include class conversations, discussions, presentations, simulations, text reading and presentations. TWA
Course: LAN207 22 Hours
$132 + $124 fee = $256; NMR add $140
Rockville Campus
CRN#: 35299 12 Sessions R 2/8-5/3 7-9 p.m. No class 3/15

Hindi
Elementary Hindi I ☘
This is a beginning course focusing on the study of Hindi language and Indian culture. You will begin to develop the ability to communicate in Hindi through the use of cultural themes, language functions, and authentic situations as you acquire the structures and lexicon to work with written language, conversation, and composition. TWA
Course: LAN185 62.5 Hours
$620 + $209 fee = $829; NMR add $1356
Rockville Campus
CRN#: 35286 28 Sessions M,W 2/5-5/9 11 a.m.-1:30 p.m. No class 3/12, 3/14

Advanced Italian: Language and Culture
This course, conducted exclusively in Italian, is designed to increase the fluency of nonnative speakers. You will receive conversation practice through readings and discussion on current media and Italian cultural topics. Grammar is reviewed as needed. Writing practice and composition with proper grammar will be emphasized. TWA
Course: LAN078 22 Hours
$189 + $129 fee = $318; NMR add $160
Rockville Campus
CRN#: 35268 12 Sessions T 2/6-5/1 2-4 p.m. No class 3/13

Korean
Korean I—Part 2
This is the second-level course of spoken and written Korean. You will reinforce what you learned in the introductory class. In addition, you will learn command forms, past tense, future tense, and honorific greetings. You will build your vocabulary involving colors and weather. You will be able to form sentences with adjectives (descriptive verbs) and adverbs. TWA
Course: LAN137 22 Hours
$132 + $124 fee = $256; NMR add $140
Rockville Campus
CRN#: 35275 12 Sessions S 2/10-5/5 3-5 p.m. No class 3/17

Korean II—Part 1
This is the third-level course of spoken and written Korean. Basic grammar concepts will be reviewed with more aural and oral practice in the context of routine conversational situations. More detailed practice of vocabulary acquired at Level 2 will be done including counting classifiers, days, and dates. Communication using colloquial forms will be introduced. Listening and reading exercises will be provided. Korean cultural topics are included. TWA
Course: LAN139 22 Hours
$132 + $124 fee = $256; NMR add $140
Rockville Campus
CRN#: 35884 12 Sessions S 2/10-5/5 1-3 p.m. No class 3/17

Mandarin
Mandarin I—Part 2
This is a continuation of Mandarin I—Part 1. You will become more proficient in basic conversational exchanges and in communicating basic needs. You will also learn to read up to 200 Chinese characters and to master the basic strokes necessary to start writing in Chinese. Chinese cultural topics will be discussed. TWA
Course: LAN066 22 Hours
$132 + $124 fee = $256; NMR add $140
Rockville Campus
CRN#: 35267 12 Sessions R 2/8-5/3 7-9 p.m. No class 3/15

Classes marked with this symbol ☘ are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status.
Mandarin IV—Part 2
This course is a continuation of Mandarin IV—Part 1. Emphasis is on advanced level speaking and facilitating conversation skills. You will continue to develop communicative competence in Mandarin Chinese and focus on language proficiency. You will learn how to communicate about your personal life and experiences as well as ordering meals, purchasing goods, and asking for directions. TWA

Course: LAN163 22 Hours
$132 + $124 fee = $256; NMR add $140

Walter Johnson High School
CRN#: 35281 12 Sessions W
2/7-5/2 7-9 p.m. No class 3/28

Portuguese

Advanced Portuguese
This course, conducted almost exclusively in Portuguese, provides students with an excellent command of Brazilian Portuguese. You will increase your fluency through informal readings and discussions from Portuguese and Lusophone literature and culture. TWA

Course: LAN168 22 Hours
$189 + $129 fee = $318; NMR add $160

Walter Johnson High School
CRN#: 35282 12 Sessions M
2/5-5/7 7-9 p.m. No class 2/19, 3/26

Spanish

Spanish—Just Enough
This is a beginning course for anyone who has no experience with Spanish and wants a basic introduction. You'll learn pronunciation, basic grammar in the present tense, and vocabulary—just enough to get you started in everyday conversational exchanges. Students who wish to have a more significant foundation for further Spanish language study are encouraged to register for Spanish I—Part 1. Textbook is available through the Rockville Campus bookstore. TWA

Course: LAN151 22 Hours
$132 + $124 fee = $256; NMR add $140

Schweinhaut Senior Center
CRN#: 35277 12 Sessions T
2/6-5/22 10:30 a.m.-12:30 p.m. No class 2/13, 3/6, 3/14, 4/10

Spanish Through Visual Art
Practice and learn Spanish in the context of art appreciation. If you are an intermediate/advanced student, then this class is for you. You will develop your competencies in art-related discussions. Art will be used as a tool to enhance and enrich language learning and stimulate fluency. TWA

Course: LAN198 16 Hours
$140 + $119 fee = $259; NMR add $140

Rockville Campus
CRN#: 35292 8 Sessions T
3/27-5/15 12:30-2:30 p.m.
Spanish II—Part 1
Completion of Spanish I or equivalent study or communication experience is helpful to succeed at this level. You will be speaking and responding to questions more easily in everyday situations about routines, travel and transportation. Learn uses of reflexive verbs and progressive tense. Hispanic and Spanish cultural topics are discussed. TWA
Course: LAN011 22 Hours
$132 + $124 fee = $256; NMR add $140
Rockville Campus
CRN#: 35227 12 Sessions W
2/7-5/2 10 a.m.-12 p.m. No class 3/14
CRN#: 35228 12 Sessions R
2/8-5/3 7-9 p.m. No class 3/15

Spanish II—Part 2
This is a continuation of Spanish II—Part 1. You will improve your fluency as you practice articulating needs about topics such as sports, leisure, and managing money exchanges. Grammar study includes use of ‘tener,’ and the preterite of regular and irregular verbs. Hispanic and Spanish cultural topics are discussed. TWA
Course: LAN012 22 Hours
$132 + $124 fee = $256; NMR add $140
Germantown Campus
CRN#: 35233 12 Sessions R
2/8-5/3 10 a.m.-12 p.m. No class 3/15
Rockville Campus
CRN#: 35231 12 Sessions M
2/5-4/30 7-9 p.m. No class 3/12
CRN#: 35230 12 Sessions F
2/9-5/4 10 a.m.-12 p.m. No class 3/16

Spanish III—Part 1
You are gaining some competency in Spanish at this level. You will practice communications about everyday events in the present and past tenses. Grammar study focuses on imperfect tense, subjunctive mood, time expressions of ‘hacer’, and the use of “por” and “para”. Hispanic and Spanish cultural topics are discussed. TWA
Course: LAN013 22 Hours
$132 + $124 fee = $256; NMR add $140
Rockville Campus
CRN#: 35234 12 Sessions F
2/9-5/4 1-3 p.m. No class 3/16
Walter Johnson High School
CRN#: 35237 12 Sessions M
2/5-5/7 7-9 p.m. No class 2/19, 3/26

Spanish III—Part 2
This is a continuation of Spanish III—Part 1. You will gain proficiency in expanded conversational exchanges. Topics include emotions, wishes, health and illness. Grammar includes subjunctive with impersonal expressions and verbs of emotion, subjunctive vs. indicative, and the future tense. Hispanic and Spanish cultural topics are discussed. TWA
Course: LAN014 22 Hours
$132 + $124 fee = $256; NMR add $140
Rockville Campus
CRN#: 35240 12 Sessions W
2/7-5/2 7-9 p.m. No class 3/14
Takoma Park/Silver Spring Campus
CRN#: 35239 12 Sessions S
2/10-5/5 9:30-11:30 a.m. No class 3/17

Spanish Conversation and Grammar Review—Part 1
This is the first of a four-part sequence for nonnative speakers who have a foundation in all the basic grammar. Conversation practice and reading help to develop your vocabulary. Grammar review is an integral part of the course. Readings include simplified versions of novels and articles on various topics. You will be encouraged to write compositions on self-selected topics. TWA
Course: LAN017 22 Hours
$189 + $126 fee = $315; NMR add $160
Rockville Campus
CRN#: 35242 12 Sessions W
2/7-5/2 7-9 p.m. No class 3/14
Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 35249 12 Sessions T
2/6-5/1 12-2 p.m. No class 3/27

Spanish Conversation and Grammar Review—Part 2
This is the second course of a four-part sequence. Fluency is improved through extended discussions based on readings and conversational topics. Readings to improve comprehension and develop vocabulary include simplified versions of novels and articles on various topics. You are encouraged to write compositions on self-selected topics. TWA
Course: LAN018 22 Hours
$189 + $126 fee = $315; NMR add $160
Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 35245 12 Sessions T
2/6-5/1 12-2 p.m. No class 3/27

Spanish Conversation and Grammar Review—Part 3
This is the third course of a four-part sequence. Grammar review is guided by the needs of the participants. Fluency is improved through extended discussion. The demands of the reading selections will noticeably expand your vocabulary. Reading topics include literature, the environment, and critical review of novels, current events, etc. You will be encouraged to write compositions on self-selected topics. TWA
Course: LAN019 22 Hours
$189 + $126 fee = $315; NMR add $160
Rockville Campus
CRN#: 35248 12 Sessions W
2/7-5/2 12-2 p.m. No class 3/14
Spanish Conversation and Grammar Review—Part 4
This course, conducted exclusively in Spanish, is designed to increase the fluency of non-native speakers. Emphasis is in improving speech patterns through conversation practice. Grammar review is an integral part of the course. Reading topics include literature, culture, and current events. You will be encouraged to make a presentation on a self-selected topic. TWA

Course: LAN153 22 Hours
$189 + $126 fee = $315; NMR add $160

Walter Johnson High School
CRN#: 35280 12 Sessions T
2/6-5/1 7-9 p.m. No class 3/27

Spanish Conversation—Advanced
The focus of this course, which is conducted entirely in Spanish and assumes fluency, is discussion, reading, and oral presentation. Grammar review is based on the needs of the participants. Topics of discussion and reading selections are chosen in class and may include current media topics, culture, and literature. TWA

Course: LAN020 22 Hours
$189 + $129 fee = $318; NMR add $160

Bethesda-Chevy Chase High School
CRN#: 35252 12 Sessions R
2/8-5/3 7:30-9:30 p.m. No class 3/29

Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 35251 12 Sessions R
2/8-5/3 9:30-11:30 a.m. No class 3/29
CRN#: 35249 12 Sessions R
2/8-5/3 12-2 p.m. No class 3/29

Walter Johnson High School
CRN#: 35250 12 Sessions R
2/8-5/3 7-9 p.m. No class 3/29

CLEP: An Inexpensive Way to Translate Knowledge into College Credit
Montgomery College is a national testing site for CLEP, the College Level Examination Program. CLEP is a way to receive credit for what you already know by earning qualifying scores on any of the 33 exams that are offered. These exams test knowledge in the areas of Composition and Literature, World Languages, History and Social Sciences, Science and Mathematics, and Business. Earn college credit in less time and for less money than actually enrolling in the class.

For more information on CLEP including test subjects, registration forms, costs, and a complete listing of test dates, please visit www.montgomerycollege.edu/clep or e-mail: clep@montgomerycollege.edu

Learn a World Language ~ Expand Your Opportunities
World Language classes can help you realize your goal of learning a new language without worrying about grades or big exams. In most languages, all levels are taught, from beginner to advanced. Not all courses are offered every semester. The goal of our language courses is to help you communicate in the language as quickly as possible. Part of every class is devoted to conversation practice; grammar is taught to support this goal of communication. You will be delighted with how much you are able to say, even after the first class.

Looking for the latest info on classes?
For the most up-to-date list of noncredit world language courses (including instructor names, class meeting times, and locations), please search the real time schedule by visiting:
Payments
Payment MUST be made IN FULL at the time of registration to avoid being deleted from the course. Complete information is required to process all registrations and payments.

Further instructions for WEB, FAX or MAIL-IN payments can be found at: cms.montgomerycollege.edu/wdce/registerops.html

Registration will not be processed without appropriate payment.

Tuition Installment Plan
Courses with a ▲ have a tuition installment plan available: pay one-third of class total as a down payment at time of registration, then pay the balance in two payments before the class ends. There is a nonrefundable fee to participate in the payment plan. Students desiring to use the payment plan must register online.

Tuition Waiver
Only noncredit courses designated “TWA” tuition waiver applies in each publication will be available for tuition waiver. This statement appears in each applicable course description. Only tuition is waived; required fees must be paid by the student. Documents must be received at time of registration.

Senior Tuition Waiver: Individuals 60 years or older by the start date of the class may have tuition waived.

Disability Tuition Waiver: This waiver has been reinstated. Please go to montgomerycollege.edu/wdce/register/disabilitywaiver.html for information.

National Guard Tuition Waiver: If you are currently a member of the Maryland National guard and are enlisted for at least a 24-month period, you are eligible for a 50 percent tuition waiver. You must submit proof of such from the adjutant general’s office.

VA-Approved Course: Courses indicated with this ♥ symbol are approved for VA educational benefits under Title 38, U.S.C., Section 3676. (Post 9/11 GI Bill). For more information, visit http://cms.montgomery-college.edu/wdce/register/vabenefits.html.

Residency Policy
The following are general guidelines taken from the College policy on residency for tuition purposes. A complete copy of the policy is available in the Montgomery College Catalog.

A. Students attending Montgomery College will pay tuition according to their residency.

B. To qualify, for tuition purposes, as a resident of the state of Maryland, legal domicile must have been maintained for a period of not less than three months prior to the first regularly scheduled class for the semester.

C. The domicile of a person registering in a noncredit course at Montgomery College shall be considered as a person’s permanent place of abode, where physical presence and possessions are maintained, and where he/she intends to remain indefinitely.

Transfer Policy
To transfer from one CRN to another CRN of the same course, a letter must be received in the Admissions, Records, and Registration Office, Montgomery College, 51 Mannakee Street, Rockville, MD 20850 before the beginning date of both CRNs of the course. If you have enrolled in a co-listed course you will have only one day after the class has begun to transfer. After that, you are committed to your path for the remainder of the course. If the course has a required assessment level to be a credit student, you must first complete the assessment testing and meet the appropriate assessment level before you can change to credit status.

Refund Policy
Refunds are paid at 100% for classes cancelled, dropped online, or in person (using a Drop Form), prior to the start date of the class. Refunds are also paid at 100% if class is dropped prior to the Refund Date printed on your registration confirmation. DO NOT drop classes online or after the day the class begins; you will not receive a refund. APPE students must call 240-567-7262 for refund/withdrawal instructions. Refunds for open enrollment classes will go to the registered student of record. For the Drop Form and more information, visit www.montgomerycollege.edu/wdce/register/refundpolicy.html.

4 Easy Ways to Register

On the Web
If you have enrolled in a Montgomery College class, and are paying by credit card or checking account, you can register on the web. Visit: www.montgomerycollege.edu/wdce/registerops.html and click on “Register by Web.”

By Mail
Mail completed registration form with payment to: Montgomery College Workforce Development & Continuing Education, Rockville Campus
Campus Center, Room 220
51 Mannakee Street
Rockville, MD 20850

By Fax
Fax completed registration form indicating credit card payment to Montgomery College at 240–567–1877.

Walk–In
A completed registration form with payment may be submitted at any of these locations:

Gaithersburg Business Training Center, Room 400
8:30 a.m.–9 p.m. (Mon–Fri); 8:30 a.m.–4 p.m. (Sat)

Germantown Campus
Humanities and Social Sciences Building,
Room 241 or 243
8:30 a.m.–4:30 p.m. (Mon–Fri)

Rockville Campus
220 Campus Center
8 a.m.–7 p.m. (Mon–Thur); 8 a.m.–5 p.m. (Fri)
8:30 a.m.–12 p.m. (Sat)

Takoma Park/Silver Spring Campus
CF 230, Customer Service
8:30 a.m.–5 p.m. (Mon–Fri)

Westfield South, Suite 306 **
8:30 a.m.–9 p.m. (Mon–Thur); 8:30 a.m.–4:30 p.m. (Fri); 8:30 a.m.–4 p.m. (Sat)

NOTE: Cash payments must be paid in the Cashiers’ Offices at the Germantown, Rockville, or Takoma Park/Silver Spring campuses between 8:30 a.m.–1 p.m. and 2–4:30 p.m.; Mon–Fri.

Payments due at time of registration

** Disability access for this leased site is on the same side as the movie theatre entrance. For more information regarding disability access at this site, or if any individuals are facing accessibility issues anywhere in the Westfield South Center, please call 240-567-8841.
I certify that the information on this registration is correct and complete. I am aware of and will adhere to College policies as published in the Student Handbook.

I understand that non-attendance and/or failure to file all registration changes in writing with the Admissions and Records Office does not relieve me of responsibility for tuition and fee charges incurred. I agree to abide by the policies and procedures of the College, including without limitation, the Student Code of Conduct and any payment liabilities. I hold the College harmless for any errors I have made that may affect a request for a subsequent refund or academic appeal.

_________________________________________________________          ____________________________
Student Signature Required  Date

4/28/16
Montgomery College is an Equal Opportunity Affirmative Action Title IX institution.
Learn a World Language ~
Expand Your Opportunities

World Language classes can help you realize your goal of learning a new language without worrying about grades or big exams. In most languages, all levels are taught, from beginner to advanced. Not all courses are offered every semester. The goal of our language courses is to help you communicate in the language as quickly as possible. Part of every class is devoted to conversation practice; grammar is taught to support this goal of communication. You will be delighted with how much you are able to say, even after the first class.