Power Skills

Community Leadership Program

Explore the knowledge, skills and resources required for success as a community leader. You will study how ordinary people can emerge as leaders who can best serve their communities in elected, appointed or volunteer positions. Community groups, benevolent organizations, local governing bodies, and special-purpose districts are in constant need of new ideas to overcome various issues. Lecture, resource hunting and practical table-top exercises prepare you to use the knowledge and skills acquired for your real-world role as a community leader.

Your instructor brings 20 years of government and community experience to the class. ***Keyword: Leadership***

Jan. 30-Feb. 13	T	6:30-8:30 p.m.	$49
Plattsmouth, PLLC, 101	Tilson	AREA-6834-PLSA	
Feb. 27-March 12	T	6:30-8:30 p.m.	$49
LIVE Online, Zoom	Tilson	AREA-6834-TCSPA	

NEW! Managing Project Risk

"I wish we would have thought about that" is a common term after projects fail. What if you could learn how to think about the various risks you'll face moving forward? Join us and you'll take away 12 power tips that will help you and your team overcome project risks.

(0.3 CEUs) ***Keyword: Risk***

Feb. 15	Th	8:30 a.m.-Noon	$149
LIVE Online, Zoom	Slaight	BSAD-7166-TCSCA	

Developing a Project Management Mindset

We all have projects at home, at work, at school, even at play. How do we manage to keep on top of all that needs to be done? The class will provide 12 power tips that can revolutionize the way you succeed in getting things done.

(0.3 CEUs) ***Keyword: Project***

Feb. 8	Th	8:30 a.m.-Noon	$149
LIVE Online, Zoom	Slaight	BSAD-7167-TCSCA	

Project Leader: Servant Leader

As a project leader, have you noticed the team you're leading is no longer behind you? Together we'll consider the skills of a leader who can try to do the impossible.

(0.3 CEUs) ***Keyword: Leader***

Feb. 22	Th	8:30 a.m.-Noon	$149
LIVE Online, Zoom	Slaight	BSAD-6234-TCSCA	

DEAL OF THE DAY

Take all three for only $399
Use Course # BSAD-7760

Location Key
Plattsmouth, PLLC.............. Learning Center at Plattsmouth, 537 Main St.

For more information, contact **Lyn Belitz** at
402-437-2298 or lbelitz@southeast.edu

Check out all classes offered at
southeast.edu/PlattsmouthLC
Find us on Facebook at
facebook.com/SCCLearningCenteratPlattsmouth

You must have an email account to register online.

1. Go to *http://bit.ly/RegisterCE*

2. *Search for your class* by entering a *key word* in the title or the *course number*. Click *Submit*. (Enter information in only one field for broader results.)
   Key Word Example: *Driver*
   Course Number Example: *TRAN-3398*

3. *Select the course* for which you wish to register. Click *Submit*.

4. Enter your *personal information*, *certify your identification* and click *Submit*.
   * You must provide your Social Security Number.

5. *Optional:* Enter your *Additional Registration Information* and click *Submit*.

6. If you want to register for additional classes, select *Search for more classes* under "Choose one of the following." If you are finished selecting the class(es) for which you want to register, select *Register now (check out)*. Select your *Payment Type*. Click *Submit*.

7. Enter your *payment information*. Click *Submit*.

You will see your *class acknowledgement* with information about your *SCC Student ID Number*, *SCC User ID* and *password*. *Print* this page for your records.

In the future it will be easy to register by logging in using your SCC User ID and password and it will not be necessary to provide your Social Security number again.

If you have problems getting registered, please call 402-437-2700 or 800-828-0072 for assistance.

* The College requires a student's Social Security number as a condition for enrollment online. A student's Social Security number information constitutes an "educational record" under FERPA.

Southeast COMMUNITY COLLEGE

Registration Form - Non-Credit Course

Today's Date ___ / ___ / ___

* *Required*   **PLEASE PRINT**

Complete this form with payment information and send via mail to Southeast Community College, Continuing Education, 301 S. 68th St. Place, Lincoln, NE 68510 OR FAX to 402-437-2703

The College requests, but does not require, a student provide their Social Security number during the admissions process. Visit **southeast.edu/academics/college-catalog.php** for additional information.

Social Security Number OR SCC Student ID Number	* Birth Date	Name: * Last	* First	Middle Initial

* Residence Mailing Address	* City	* State	* Zip	County #

* Email Address	* ❑ Cell Phone ❑ Home	Business Phone

I identify as: ❑ Male ❑ Female   ❑ Nebraska Resident ❑ Non-Resident   **Ethnicity** (select one): ❑ Hispanic or Latino ❑ Not Hispanic or Latino   **Race** (Select one or more): ❑ White ❑ Asian ❑ American Indian/Alaska Native ❑ Native Hawaiian/Other Pacific Islander ❑ Black/African-American

COURSE NUMBER	TITLE	START DATE	COST
___ ___ ___ - ___ ___ ___ ___ - ___ ___			$
___ ___ ___ - ___ ___ ___ ___ - ___ ___			$
___ ___ ___ - ___ ___ ___ ___ - ___ ___			$

SIGNATURE _____

❑ Check (must be included) (Checks may be converted into an electronic fund transfer, resulting in funds being held or removed immediately.)

Would you like a receipt mailed to you? ❑Yes ❑No

❑ MasterCard ❑ AMERICAN EXPRESS ❑ DISCOVER ❑ VISA   V Code _____

Name as it appears on card: _____

Exp.Date _____ CC #_____

For the protection of your personal credit card information, do not email this form to SCC. If faxing, only use the fax number listed or verify with SCC before using another SCC fax number.

Submission of this form indicates that I understand: 1) that my registration is complete and that I am accountable for the tuition and fees and subject to a grade in the courses listed; 2) that should I officially drop, cancel, or withdraw, any refund in tuition will be determined by the date I submit my request to Continuing Education; 3) that failure to attend a course does not constitute an official drop/withdrawal; 4) the personal information contained herein is correct as shown; and 5) any changes in SSN, legal name, address, residency, etc. must follow the College procedures in the Student Handbook and College Catalog. SCC is an Equal-Opportunity co-educational college and does not discriminate based on race, color, religion, sex*, age, marital status, national origin, ethnicity, veteran status, sexual orientation, disability, or other factors prohibited by law or College policy. southeast.edu/about/other-scc-departments/access-equity-diversity-title-ix/index.php   * The U.S. Department of Education's Office for Civil Rights enforces Title IX's prohibition on discrimination on the basis of sex to also include discrimination based on gender identity.

SCC Staff Tuition Waiver ( )

TOTAL DUE

FOR OFFICE USE ONLY

ID# _____

DE _____

301 S. 68th St. Place, Lincoln, NE 68510
402-437-2700 • FAX 402-437-2703
southeast.edu/business-and-community/index.php

Southeast Community College
CONTINUING EDUCATION