**Enhance Your Public Speaking**

One of the most valuable skills is one of the hardest. This class will fill your toolbox with the essentials of successful public speaking. Through discussion, peer reviews, and hands on experience, you will leave this class with an enhanced comfort to take on your next public speaking event.

Class meets May 5 from 6-9 p.m. and May 12 from 6-8 p.m.

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**Registration Form - Non-Credit Course**

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 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.

Submissions of this form and/or payment must be postmarked no later than the last day of the course. 1) To process your application, SCC will need your Social Security number and complete payment. 2) Payment plans are not available. 3) A refund will not be issued for a course if a student drops after the class begins. 4) Failure to attend a course does not constitute a request for full or partial refunds. 5) You can add a credit card to your SCC account and pay online or call our student account office to add your credit card. 6) If I officially drop, cancel, or withdraw, any refund in tuition will be determined by the date I submit my request to Continuing Education. 7) If I am being paid for a course I am enrolled in, I will have 30 days from the date of the course to complete the online course work. 8) If I do not complete the course, I will not be eligible for a refund. 9) SCC policies prohibit discrimination on the bases of race, color, national origin, sex, age, marital status, religion, disability, or other factors prohibited by law or College policy. Inquiries concerning the application of SCC’s policies on equal opportunity and nondiscrimination should be directed to the Vice President for Access/Equity/Diversity, SCC Area Office, 301 S. 68th St. Place, Lincoln, NE  68510, or jsoto@southeast.edu.

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For more information, contact Lyn Belitz at 800-828-0072, ext. 2298, or lbelitz@southeast.edu
Register Online for SCC Continuing Education Classes

You must have an email account to register online.


2. Search for your class by entering either 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. You also will receive an email with this same information 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. A student's Social Security number information constitutes an "educational record" under FERPA.