LinkedIn® for Business: Basic

If Facebook© is the place to check in with family and friends, LinkedIn® is the place to network with customers, expand your business network, and job hunt. We’ll cover the basics of LinkedIn® and learn the terminology, as well as how to get more out of LinkedIn®. LinkedIn® account and log-in information required.

Let’s Do Lunch Series

Spent your lunch hour learning something new! Check out this series featuring something for everyone!

NEW! LDL: Email Marketing with Constant Contact

Looking for strategies to enhance the marketing of your business or other venture? Check out this brief introduction to “Constant Contact” an excellent email marketing tool.

Falls City Chamber Members: Email Amber, Falls City Chamber Director, at DirectorCCMS@sentco.net and take this class at a reduced cost.

NEW! LDL: Small Business Online Marketing Strategies

Learn a few tips and tricks to get your business noticed virtually.

Falls City Chamber Members: Email Amber, Falls City Chamber Director, at DirectorCCMS@sentco.net and take this class at a reduced cost.

NEW! LDL: New Options in Social Media

You know about Facebook®, Twitter and Instagram, but what about these new platforms everyone is talking about, Parlar, MeWe and others. We’ll discuss the options and functions of new platforms.

Falls City Chamber Members: Email Amber, Falls City Chamber Director, at DirectorCCMS@sentco.net and take this class at a reduced cost.

NEW! LDL: Learn about Canva

Canva is becoming the hottest, easiest way to get your message out there, whether it’s on Facebook or other marketing online. You can do it with Canva!

Falls City Chamber Members: Email Amber, Falls City Chamber Director, at DirectorCCMS@sentco.net and take this class at a reduced cost.

For your convenience, we are offering LIVE Online learning opportunities. These classes are delivered live via Zoom. They are not prerecorded videos. This allows you, the student, to participate from the comfort of your home. Look for the LIVE Online logo shown to the left to find these classes. As our learning environment changes, we look forward to offering additional classes live online.

Have an idea for a class that could be offered live online? Please submit your idea at https://bit.ly/sccceonlinecourses.

For more information, contact us at 800-828-0072 or continuinged@southeast.edu
**Register Online**

You must have an email account to register online.

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.

*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.*

**OR Register by Mail, Fax or In Person**

**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

The College requests, but does not require, a student provide their Social Security number during the admissions process. Visit [www.southeast.edu/collegecatalog](http://www.southeast.edu/collegecatalog) for additional information.

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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

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**Signature**

- Check  
- Cash  
- Mastercard  
- AMEX  
- Discover  
- VISA  
- Code

Name as it appears on card: ____________________________

Exp. Date ____________________________  

Billing agency (INCLUDE LETTER OF AUTHORIZATION ON COMPANY LETTERHEAD)

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.

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

SCC Staff Tuition Waiver ( )

**TOTAL DUE**

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FOR OFFICE USE ONLY

ID# ____________________________  

DE ____________________________

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 course(s) listed; 2) that should I officially drop, cancel, or withdraw, any refund in tuition will be determined by the date I submit this form; 3) that if I do not attend a course(s) for which I have paid tuition, I will not receive a refund; 4) that any changes in my SCC Student ID Number, SCC User ID and password 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.

301 S. 68th St. Place, Lincoln, NE 68510
402-437-2700 • 800-828-0072 • FAX 402-437-2703
www.southeast.edu/continuing