How to Decide the Legal Form of Your Business

What are the advantages and disadvantages of various business entities? Discussion will include: LLC, sole proprietorships, partnerships, and corporations from a legal and tax perspective.

March 1
LIVE Online, Zoom
T Rauert
AREA-0149-TCSYA
$25

Business Plan 2.0

It's time to go beyond the basics! Take your business plan to the next level. Whether looking at adding an additional product, needing to do market analysis or develop a marketing plan, this class has you covered.

Jan. 6
York, YHS, B2
Th 6-9 p.m.
Hurley
RSAD-6091-YKSA
$69

Let's Do Lunch: Basic Zoom

Find out more about all the fun things you can do with Zoom!

Feb. 24
LIVE Online, Zoom
Th Noon-1 p.m.
AREA-6665-TCSFB
$10

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, ext. 3634, or continuinged@southeast.edu

Location Key
York, YHS ................................................. York High School, 1005 Duke Drive

Online Marketing Strategies

Online marketing is a must in today's business climate. Learn best practices and get your specific questions answered about websites, email and social media.

Feb. 16
LIVE Online, Zoom
W 9 a.m.-Noon
Sieffes
BSAD-7320-TCSNA
$59

Building Your Applicant Pool

Business is booming, and you need more employees. You see two or three applications come through but you have six or seven positions to fill. Leave class with a toolbox of methods, techniques and tips to increase your applicant pool for ongoing hiring.

Feb. 28
York, YHS, B2
M 6-9 p.m.
Hurley
BSAD-3034-YKSA
$59

Check out all classes offered at www.southeast.edu/YorkLC
Find us on Facebook at www.facebook.com/SCCLearningCenteratYork

Cancellation/Refund Policy: You must call the Continuing Education office at 402-427-2700 or 800-828-0072 the day before the class begins to receive a 100% refund. If you call the day of the class or after it has started, no refund will be issued. If a class is cancelled or student drops (according to the refund policy), refunds will be issued to the student, unless a third party has been formally billed by SCC Business Office. ADA Reasonable Accommodations: SCC provides services and reasonable accommodations to allow persons with disabilities to participate in educational programs and other College activities. For information on requesting ADA reasonable accommodations, contact the SCC Area Access/Equity/Diversity Office.
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.

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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

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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**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**

**Ethnicity (select one):**
- Hispanic or Latino
- Not Hispanic or Latino
- Asian
- Black/African-American
- Native Hawaiian/Other Pacific Islander
- American Indian/Alaska Native
- Latino
- Asian
- Black/African-American

**(Course Number Example: K 301 S. 68th St. Place, Lincoln, NE 68510)

**COURSE NUMBER**
**TITLE**
**START DATE**
**COST**

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**SCC Staff Tuition Waiver**

Would you like a receipt mailed to you? Yes No

TOTAL DUE

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