

Short-term learning. Long-term possibilities.

NEW! Human Resource Certificate of Professional Development

The Human Resource Certificate of Professional Development can get you one step closer to achieving your career goals while also preparing you to take the aPHR exam, a nationally recognized certification through HRCI.

Includes:

- Course materials
- aPHR registration and exam fee
- 12-month Lincoln Human Resource Management Association membership
- Opportunity to consult with instructor following course completion

You will earn 2.1 CEUs and a certificate of completion will be awarded by SCC to those who successfully complete this course.

Keyword: Resource

Thursdays, Oct. 6-Dec. 1, 2022 *

1-4 p.m.

\$2,950

LIVE Online, Zoom BSAD-3044-TCFCA

Lincoln, CEC, 302 BSAD-3044-CEFA

Falls City, FCLC, 102 . . . BSAD-3044-FCFA

Hebron, HNLC, 101 . . . BSAD-3044-HNFA

NE City, NCLC, 104 BSAD-3044-NCFA

Plattsmouth, PLLC, 102 . . . BSAD-3044-PLFA

Yankech

Class is live-streamed from Lincoln

Registration Deadline: Sept. 29

* No class Nov. 3 and 24

OR

Saturdays, Oct. 8-Dec. 3, 2022 **

9 a.m.-Noon

\$2,950

LIVE Online, Zoom BSAD-3044-TCFCB

Lincoln, CEC, 213 BSAD-3044-CEFB

Yankech

Registration Deadline: Oct. 1

** No class Nov. 5 and 26



**Gain a
foundation
in human
resources
in just
7 weeks.**

Instructor: James A. Yankech, PhD, SPHR, has worked in the human resource field for more than 25 years, serving in employee assistance, employee relations and director roles. He is certified as a Senior Professional in Human Resources (SPHR) through the Human Resource Certification Institute (HRCI).

Location Key

Falls City, FCLC Learning Center at Falls City, 3200 Bill Schock Blvd.
 Hebron, HNLC Learning Center at Hebron, 610 Jefferson Ave.
 Lincoln, CEC Jack J. Huck Continuing Education Center, 301 S. 68th St. Place
 NE City, NCLC Learning Center at Nebraska City, 1406 Central Ave.
 Plattsmouth, PLLC Learning Center at Plattsmouth, 537 Main St.

Questions? Contact Dana Meyers at dmeyers@southeast.edu or 402-323-3387.



Register Today

<http://bit.ly/RegisterCE>

Online Registration Keyword: Resource



REGISTER ONLINE

You must have an email account to register online.

- Go to <http://bit.ly/RegisterCE>
- 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*
- Select the course** for which you wish to register. Click **Submit**.
- Enter your **personal information, certify your identification** and click **Submit**.
* You must provide your Social Security Number.
- Optional:** Enter your **Additional Registration Information** and click **Submit**.

- 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**.
- 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.

OR REGISTER BY MAIL, FAX OR IN PERSON



Registration Form - Non-Credit Course

Today's Date

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

PLEASE PRINT

The College requests, but does not require, a student provide their Social Security number during the admissions process. Visit www.southeast.edu/collegecatalog 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		<input type="checkbox"/> Home <input type="checkbox"/> Business Phone	
I identify as: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> X (Gender variant/Non-binary)		<input type="checkbox"/> Nebraska Resident <input type="checkbox"/> Non-Resident	Ethnicity (select one): <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino		Race (Select one or more): <input type="checkbox"/> White <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian/Other Pacific Islander <input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Black/African-American	

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

SIGNATURE

Check Cash Mastercard AMEX Discover VISA V Code _____

Name as it appears on card: _____

Exp. Date _____ CC # _____

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

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 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. www.southeast.edu/diversity * 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.