

Spring 2025 Semester Credit Courses at the Learning Center at Nebraska City

BSAD-1010

Microsoft Applications I

Prerequisite: Keyboarding skills and prior computer experience recommended

Use of an Internet browser to work with electronic mail and cloud computing. Use of the Windows operating system and File Explorer to manage folders and files. Use of the Microsoft Office software suite to learn and apply basic features of Word, Excel, Access, and PowerPoint through the creation of various projects.

(3.0 semester credits)

Cost: NE Resident: \$369/Non-Resident: \$432

Tues. & Thurs., Jan. 21-May 15

8-9:20 a.m. Room 101
Loudon BSAD-1010-NC01

BSAD-1050

Introduction to Business

An introductory study and overview of the role of business in society as well as a discussion of the various disciplines of business including an overview of business organization, management, marketing, human resource management, and finance. Also, a study and discussion of various strategies for success of specific public and private firms as well as small business. Business vocabulary used to understand and interpret business news and information.

(3.0 semester credits)

Cost: NE Resident: \$369/Non-Resident: \$432

Tues. & Thurs., Jan. 21-May 15

9:30-10:50 a.m. Room 101
Baillie BSAD-1050-NC02

ENGL-1054

Writing and Communities

Appropriate placement score OR ENGL-0960 with portfolio approval OR grade of "C" or higher in ENGL-0985 or ENGL-0999.

Writing and Communities offers instructional practice in the techniques of effective writing. The writing in this course will include the process of planning, writing, revising, and editing essays with a specific goal of building, supporting, and growing communities. This course serves to underscore SCC's goal of service-based learning through the active practice of writing as action.

(3.0 semester credits)

Cost: NE Resident: \$369/Non-Resident: \$432

Mon., Wed. & Fri., Jan. 22-May 16

10-10:50 a.m. Room 101
Hruza ENGL-1054-NC16

All classes are held at the
Learning Center at Nebraska City
1406 Central Ave.,
Nebraska City, NE



Earn College Credit at Your Learning Center

Our Learning Centers offer a flexible way to earn college credit by bringing the classroom to you.

We offer a variety of live, interactive credit classes online which allows you to:

- Create a flexible class schedule
- Participate in real-time class discussions
- Earn credit towards your Associate's degree
- Fulfill general education requirements
- Save time and money

Do you want to take a class that is not offered at your Learning Center? Contact your Learning Center to see what options are available.

cmeyer@southeast.edu or 402-323-3636

» southeast.edu/NebraskaCityLC

► [Register at southeast.edu/registrationandrecords](https://southeast.edu/registrationandrecords)

ENTR-1050

Intro to Entrepreneurship (Hybrid)

The student will evaluate the business skills and commitment necessary to successfully operate an entrepreneurial venture and review the challenges and rewards of entrepreneurship. The student will understand the role of entrepreneurial businesses in the United States and the impact on our national and global economy.

This is a hybrid course. Hybrid courses require students to meet face-to-face at regularly scheduled times for 50% or more of the course and 50% or less of the course will be online and require computer and Internet access. (3.0 semester credits)

Cost: NE Resident: \$369/Non-Resident: \$432

Wed., Jan. 22-May 14

5:30-6:50 p.m.

Baillie

Room 101

ENTR-1050-HBNC1

HLTH-1040

Medication Aide

SCC Requirement: Medication Aide students MUST be at least 18 by the start date of the class.

The purpose of the Medication Aide position is to provide a safe way for individuals other than licensed health care professionals (doctors, nurses, etc.) to provide medications to individuals who are not able to take medications by themselves. Medication Aides assist with the provision of medications. You must be at least 18 years of age or older to be employed as a medication aide in the state of Nebraska.

State laws control the activities of a Medication Aide. These laws ensure the health, safety, and welfare of people by providing for the accurate, cost-effective, efficient, and safe utilization of Medication Aides to assist in administration of medications. You will be responsible for the additional costs charged by the state of Nebraska to complete your licensure. (2.5 semester credits)

Cost: NE Resident: \$307.50/Non-Resident: \$360

Sat., Jan. 25-May 10

9 a.m.-Noon

Caroll/Froistad

Room 102

HLTH-1040-HBNC8

HLTH-1150

Nursing Assistant (Hybrid)

Prerequisite: Must be at least 16 years old

Overview of the health care system and role of the nursing assistant as a health care team member. Discussions on the concepts of basic human needs, professional behavior, communication, legal/ethical issues, and multicultural diversity.

Teaches basic nursing skills, including bathing, assisting with dining, ambulating, transferring, and toileting. Included in this course are classroom, nursing lab and clinical experiences in a health care setting.

Course is approved by the Nebraska Department of Health and Human Services Regulation and Licensure. Upon successful completion of this course, the student is eligible to test for placement on the Nebraska Nursing Assistant Registry. **For additional classes, visit southeast.edu/nursingassistant. This course does not qualify for financial aid. For funding options, contact the Learning Center coordinator.**

If you have questions, contact Natasha Holly at 402-437-2552 or nholly@southeast.edu. Required textbook and materials can be purchased at the SCC Campus Store, 8800 O St., Lincoln, during regular business hours, by phone at 402-437-2560, or at sccbookstore.com. (3.0 semester credits)

High school students in SCC's service area can register for the "HS" sections during the Fall and Spring terms. If you are a high school student outside of SCC's service area, please register for the regular Nursing Assistant sections.

Cost: NE Resident: \$369/Non-Resident: \$432

March 25-May 15

Lab/Clinical Location: Room 101

Lab/Clinical Schedule: Tues. & Thurs. from

4:30-8:55 p.m.

HLTH-1150-HBNC8

PSYC-1810

Introduction to Psychology

An introduction to the science of psychology including the application of critical thinking to the study of learning theory, memory, personality, growth and development, biological and neurological aspects, abnormal behavior, therapies, intelligence, motivation, emotion, sensation, perception, and theoretical perspectives.

(3.0 semester credits)

Cost: NE Resident: \$369/Non-Resident: \$432

Mon., Wed. & Fri., Jan. 22-May 16

11-11:50 a.m.

Johnson

Room 101

PSYC-1810-NC02

For registration information and how to register, visit southeast.edu/registrationandrecords.



facebook.com/SCCLearningCenteratNebraskaCity



REGISTRATION FORM CREDIT COURSES

PLEASE PRINT CLEARLY

CHECK ONE:

- Beatrice Campus • Fax 402-228-8935
- Lincoln Campus • Fax 402-437-2670
- Milford Campus • Fax 402-761-2324

TERM
 Year: 20 **25**
 Fall Spring Summer

Yes, I am Declared (list program of study)

NEWSPAPER RELEASE
 Hometown Newspaper: _____
 Address: _____

Legal Name: Last _____ First _____ Middle _____ SCC ID Number _____
 Former Name: Email Address: (required for students on class waitlists) Social Security Number _____
 Local / Preferred Mailing Address: City _____ State _____ Zip _____ County _____
 Permanent Address: City _____ State _____ Zip _____ County _____
 Birth Date: _____ Identify as: Male Female Ethnicity (select one): Hispanic or Latino Not Hispanic or Latino American Indian or Alaska Native Black or African American Native Hawaiian or Other Pacific Islander Asian White
 Cell Phone: _____ Home Phone: _____ Business Phone: _____ Veteran or Dependent: Yes No Resident of Nebraska Utilizing Military Benefits: Yes No Non-Resident
 High School Attended /GED*: City _____ State _____ Start Date (mo/year) _____ Graduation Date (mo/year) _____
 College Attended Post High School: City _____ State _____ Start Date (mo/year) _____ End Date (mo/year) _____

CREDIT COURSES

Course Number	Course Title	Credit Hours	Begin Time	End Time	Room	Days	LAST DAY to Drop With Refund
ENGL 1120LN 8 1	ENGLISH BASICS (sample only)	3	8 a.m.	9:20	T-5	T / R	<p>Day designations when class meets are: M = Monday, T = Tuesday, W = Wednesday R = Thursday, F = Friday S = Saturday, U = Sunday (T R means class meets Tuesday AND Thursday)</p>
TOTAL CREDIT HOURS							

Completed form should be submitted to the Registration & Records Office in person or by FAX. To upload electronically, contact the Registration & Records Office at 402-437-2605 for the secure upload link.

Student Signature _____ Date _____

Program Chair/Advisor Signature _____

Submission of this form indicates that I understand:

- My information is complete and I am accountable for the tuition and fees and subject to a grade in the courses listed;
- To drop or withdraw from classes, I must submit an 'Official Drop/Add Form for Credit Classes' in writing to the Registration Office located in Enrollment Management or drop the classes using Self Service Student Planning. Failure to attend a course does not constitute an official drop;
- I understand tuition charges and refund policies are published in the College Catalog;
- The personal information contained herein is correct as shown; and
- Any changes in SSN, legal name, address, residency, etc., must follow the College procedures in the College Catalog.

Southeast Community College 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. *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.

La política pública de Southeast Community College es de promover equidad, y prohíbe discriminación, en todos asuntos referentes a la admisión, participación, y empleo contra toda persona por motivo de raza, color, religión, sexo*, edad, estado civil, origen nacional, etnia, condición de veterano, orientación sexual, incapacidad, u otros factores prohibidos por ley o política del Colegio. *La Oficina de Derechos Civiles del Departamento de Educación de los Estados Unidos hace cumplir la prohibición del Título IX contra discriminación por motivo de sexo, que también incluye la discriminación basada en la identidad de género.

White - Registration & Records Office

Yellow - Student Copy

A0029 (04/23)