

2022 November-December **Community Education** Classes

saginaw.revtrak.net

www.stcs.org/comed

(989) 797-1847

Information

- Online registration** Registrations are on a first-come first-serve basis. Registration paid in full is required for class participation. Adult classes are open to everyone age 18 and older. Online registration is at saginaw.revtrak.net
- Register by phone** Call Community Education at 989-797-1847 and use your credit card. Monday - Friday, 8 am - 4:30 pm.
- Register in person** Come to our office located in the Board of Education office at Heritage High School, 3465 N. Center Rd. Hours are Mon. - Fri., 8 am - 4:30 pm. Pay by cash, check, money order or credit card. Make checks payable to STCS.
- Confirmations** Once registration is completed, participants will only be notified if a class is cancelled or changed. If you are not notified in advance, the class will be held as scheduled.
- Waiting list** When a class reaches maximum capacity, participants will be placed on a waiting list. People on the waiting list will be contacted if space becomes available.
- Refunds** Full refunds will be made if the class is cancelled by Community Education. Community Education is a self-supporting program. Classes cannot be run at a deficit. ALL refunds must be requested at least 3 days before the start of a class. A \$4 processing fee will be charged for dropped classes. Non-credit card refunds will be paid by check within 21 days.
- About our classes** | The majority of our Community Education classes are taught by instructors who would like to share a particular hobby, skill, or information. Please understand that the content disseminated in the classes is the opinion of the instructors, not content provided by Saginaw Township Community Schools or Community Education. We encourage instructors to provide content pertinent to the class that will be of a benefit to the participants. Please contact Steve Elliott, Director of Community Services (saelliot@stcs.org or 989-399-8029) if you have any questions or comments about the classes you took!
- Classes with a supply fee** | Please pay the instructor the night of the class via cash or check.

SAGINAW TOWNSHIP COMMUNITY SCHOOLS FOUNDATION

Thanks to the generosity of parents, staff, area residents, and business owners each year, the STCS Foundation is able to **award grants** for projects that enhance educational opportunities for STCS students of all grades. It **funds enrichment projects** that cannot be included in the regular STCS budget. Students at all STCS schools benefit from these grants.



Please make your contribution to the STCS Foundation:

- online at <http://saginawfoundation.thankyou4caring.org/stcsf>
- through United Way by designating the Saginaw Township Community Schools Foundation



MICROSOFT EXCEL FOR BEGINNERS

In this class, students will learn how to use basic formulas, tables and charts, filtering, and grouping of data in Excel. This class assumes that you have not worked with Excel in the past and are new to manipulating data. No additional requirements. Instructor: Anthony Joles.

Register by: Nov. 14

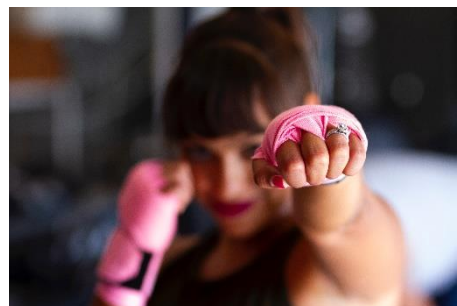
Location:	Heritage High School	Days:	Thursdays
Dates:	Nov. 17 - Dec. 15	Time:	6:30 - 8 PM
Class Fee:	\$44		

SELF DEFENSE FOR ADULTS

Learn basic self-defense techniques and a basic fitness regimen to boost your self-confidence. Wear loose-fitting clothing and comfortable shoes. Instructor is John Vasquez of Gold Medal Martial Arts who has years of experience teaching the martial arts.

Register by: Nov. 22

Location:	Sherwood Gym	Dates:	Nov. 30 - Dec. 21
Days:	Thursdays	Class Fee:	\$30
Time:	7:15 - 7:50 PM		



If you don't get a phone call from us after registering, it means your class is a go!
You will only hear from us if the class is cancelled.

After the registration deadline, you may still be able to register
by phone if a class is still running and space is available!

Register at saginaw.revtrak.net or call us at 989-797-1847