

DIVISION OF CONTINUING EDUCATION

SUMMER 2025

LEARN WITH US

- GET CAREER SKILLS & JOB TRAINING
- EARN PROFESSIONAL CERTIFICATES
- LEARN ENGLISH
- OBTAIN YOUR HIGH SCHOOL EQUIVALENCY
- TAKE COLLEGE COURSES
- EXPLORE BUSINESS SERVICES



"The future belongs to
those who believe in the
beauty of their dreams."

-- Eleanor Roosevelt

Open the Door to **YOUR FUTURE**

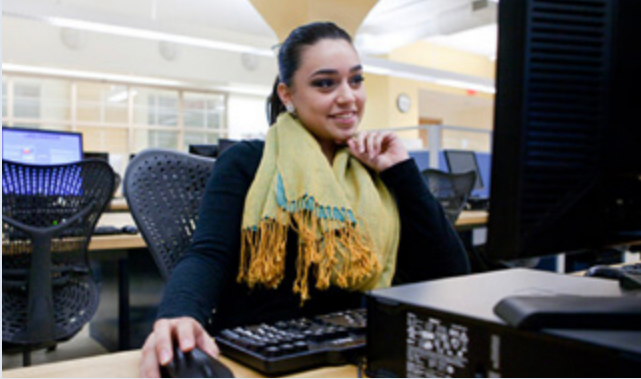
www.laguardia.edu/ce • (718) 482-7244



Continuing
Education

Get on the Path to a Successful Career

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Course and program schedules may change due to unexpected circumstances. For the most up-to-date schedules please visit laguardia.edu/acereg.

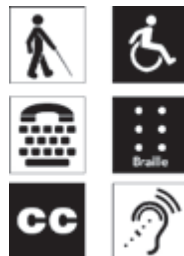
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To inquire about disability services:

If you are Deaf or Hard-of-Hearing, please contact Program for Deaf Adults at (917) 832-1207 (VP) or (718) 482-5324 (V) to discuss your individual needs. Requests for accommodations must be accompanied by documentation of disability. Please submit requests and documentation four weeks in advance of class start date to help ensure that reasonable accommodation requests can be processed in a timely manner.

For any other student accommodations, please contact the Office of Accessibility at (718) 482-5279 or OSD@lagcc.cuny.edu.



Start or Advance Your Career !



💰 Labor Market Information noted throughout the catalog indicates the most common career options for the given training programs. Salary ranges represent the 25th - 75th percentile, according to Economic Modeling, LLC (Emsi) or Burning Glass Technologies.

Visit laguardia.edu/careercoach or Room C-258



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Follow LaGuardia Continuing Education on social media!



Continuing Education at LaGuardia

[continuing.ed_lagcc](https://www.laguardia.edu/continuing.ed_lagcc)

WELCOME

TO LAGUARDIA COMMUNITY COLLEGE



Dear LaGuardia Students and Community,

Open the door to your future at LaGuardia Community College. We offer rigorous and competitive academic and professional programs that help you achieve your education and career goals. We provide support services to ensure you are successful in your studies and training. We work closely with industry partners to get you the job experience and position you prepared for.

We are your resource in the community for new opportunities and your partner for lifelong learning. The LaGuardia Community College Foundation is also proud to support Continuing Education students through scholarships that help finance their studies.

We hope you join us!

Kenneth Adams
President



Dear Members of our Community,

Begin or continue your journey towards achieving professional and educational success at LaGuardia Community College. For more than 50 years, LaGuardia has been providing educational access to all New Yorkers and beyond in order to create the best opportunities for success.

LaGuardia's Continuing Education offers many programs and courses for you to learn English, earn a high school equivalency diploma, prepare for college, get job training to start or advance in a career, or grow your business.

Everything you need to succeed is here. We offer affordable programs, expert instructors, a supportive environment, a diverse student body, assistance in transitioning to a degree program at LaGuardia, and credit for prior learning for eligible students (**see page 26**).

We also offer **partial and full scholarships** for many of our programs. We are "one college" and we will do what it takes to help you reach your goals.

Look through our catalog or visit our web site at **www.laguardia.edu/ce** to explore all the opportunities we offer.

Open the door to all the possibilities in store for you in Continuing Education at LaGuardia!

Sunil B. Gupta
Vice President
Division of Adult and Continuing Education

CONTINUING EDUCATION SCHOLARSHIPS

Get Help with Tuition and Reach your Goals!

The Division of **Adult and Continuing Education (ACE)** offers scholarships to its qualifying students who may be facing financial hardship that disrupts studies and training.

Scholarships may be available in the following areas:

- High School Equivalency
- English as a Second Language
- Workforce Training
- Professional Certificate Training



“The scholarship allowed me to focus on school. I definitely left with way more knowledge than when I started. The program gave me the opportunity to break into a new field of work.

Nicholas Ortiz
Electrical 1 Training Program



For more information visit www.laguardia.edu/acescholarship.

Get on the Path to a **Successful Career!**

Career Coach AT LAGUARDIA

Career Coach, an online resource, matches your strengths and interests with various industries and career paths.

- View up-to-date information on employment, wages, job postings and associated education and training—including programs at LaGuardia—in the tristate area.
- Use **Resume Builder** to create your own resume.



Create an account and get started today!
Visit laguardia.edu/careercoach

Career Services

LaGuardia's Career Services offices provide non-credit and credit students with career guidance and opportunities:

- labor market information and research
- experiential learning opportunities
- career readiness information and workshops
- pipeline for employment, internship, and industry expertise opportunities (including career panels, advisory councils, curriculum input, letters of support)
- expansion of Credit for Prior learning opportunities
- utilization and expansion of stackable credentials between Continuing Education and degree programs

Career Development Center

(Continuing Education students and alumni)

(718) 482-5355

careerdevelopmentcenter@lagcc.cuny.edu

Center for Career & Professional Development

(degree students)

(718) 482-5235

career@lagcc.cuny.edu

Career & Technical Education Assistance (CTEA) Center

(Continuing Education and degree students)

(718) 482-6031

cteacenter@lagcc.cuny.edu



Learn English


at The English Language Center

Prepare for *college, a career and life in New York City.*

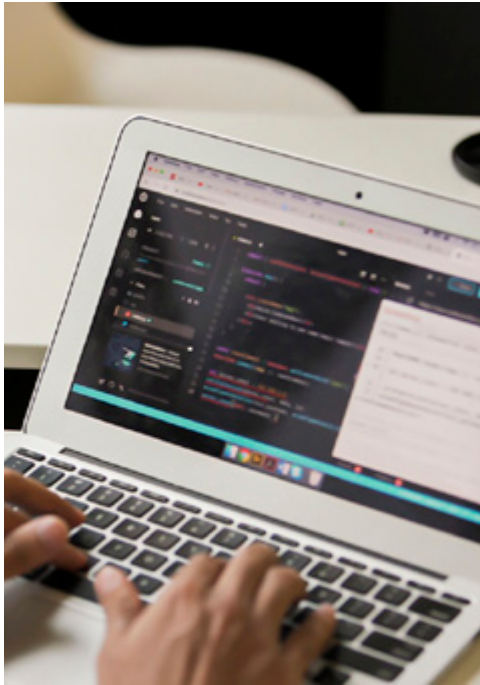
- Study with experienced instructors in a supportive environment.
- Make friends with classmates from all over the world.
- Join us for affordable, convenient and innovative English classes.

“Besides learning in class, the program provides activities such as a book club, conversation club and field trips, which help me to learn English in the real world and make new friends from different backgrounds and countries.”

- Apichart (Anthony) Boonsaner



See page 21
To learn more visit
laguardia.edu/telc
or email english@lagcc.cuny.edu



Start a Career in a High Demand Healthcare Field

Get training and get started!

Check out these industry certification preparation programs (see pages 14-18):

- Certified Clinical Medical Assistant
- Emergency Medical Technician (EMT)
- Paramedic
- Certified Medical Administrative Assistant
- Medical Interpreter
- Pharmacy Technician
- Central Service Technician
- Healthcare Finance and Operations
- Community Health Worker
- Mental Health Peer Specialist

Register Today!

Call (718) 482-7244 • E-Mail acereg@lagcc.cuny.edu
Visit www.laguardia.edu/acereg

Begin or Advance Your Career in the Booming Information Technology Industry

- Get basic training
- Prepare for industry certifications
- Train to become a help desk technician
- Learn how to protect against cyber attacks
- Delve into data analytics
- Explore digital project management

Whatever your tech interest is, we've got a program to get you started or enhance your training!

To learn more about our high quality, low cost programs see pages 10-12, visit laguardia.edu/careers or call (718) 482-7244.

Start or Advance Your Career !



Information Security Analysts | \$112,717K - 200,185K*

Visit laguardia.edu/careercoach or Room C-258

*Emsi

Start or Advance Your Career !



Computer Network Support Specialist | \$71,704K - 121,944K*

Visit laguardia.edu/careercoach or Room C-258

*Emsi

TRAINING THAT GETS YOU THE JOB!

Learn new skills in high growth fields - *and do it in 12 months or less!*

You can choose from intensive programs to customized short-term training.

In 3 MONTHS	In 4 MONTHS	In 6 MONTHS	In 12 MONTHS
			
<p>you can</p> <ul style="list-style-type: none"> • Receive LaGuardia certification in QuickBooks - page 13 • Receive LaGuardia certification as a Tax Preparer - page 13 • Prepare for industry certification as a Certified Medical Administrative Assistant - page 16 • Prepare for industry certification as a Medical Interpreter - page 16 • Receive LaGuardia certification as a Community Health Worker - page 17 • Prepare for industry certification as a Legal Interpreter - page 19 • Get training in Electrical, Plumbing or HVACR field - page 20 	<p>you can</p> <ul style="list-style-type: none"> • Prepare for industry certification as a Certified Administrative Professional - page 10 • Prepare for industry certification as a Computer and Network Service Technician - page 10 • Prepare for industry certification as an Emergency Medical Technician - page 15 	<p>you can</p> <ul style="list-style-type: none"> • Prepare for industry certification as a Certified Clinical Medical Assistant - page 14 • Prepare for industry certification as a Central Service Technician - page 16 • Prepare for industry certification as a Pharmacy Technician - page 16 • Receive LaGuardia certification in Healthcare Finance and Operations - page 17 • Prepare for industry certification as a Mental Health Peer Specialist - page 18 	<p>you can</p> <ul style="list-style-type: none"> • Receive LaGuardia Certification in Data Analytics - page 12 • Prepare for industry certification as a Paramedic - page 15

* Earn college credit for successful completion of these programs.

Career Skills

Certified Administrative Professional

Certified Administrative Professional - HYBRID

Prepare to take the Certified Administrative Assistant (CAA) exam through the National Career Certification Board (NCCB). Get a competitive edge in this high demand field by focusing on essential topics that include Microsoft Word, Excel and Outlook; communication skills; business writing; record management; human resources; and business operations. Upon successful completion of the course, you will earn a LaGuardia certificate of completion. LaGuardia is a recognized NCCB Approved Career Training Provider. (Cost of textbook and exam included in course fee.) For more information call (718) 482-7244. ND

Aug 9 - Dec 6 (15 sessions/60 hours)

No class on Nov 29 for Thanksgiving weekend.

Sat 10:00 AM - 2:00 PM \$780 CADA100U25.T05.01.00

Start or Advance Your Career !



Secretaries & Administrative Assistants

\$ 47,428K - 80,798*

Visit laguardia.edu/careercoach or Room C-258

*Emsi

Information Technology

CAREER INSIDER SERIES WEBINAR

Tech Connect (Computer and Network Service Technician/ Cybersecurity) - ONLINE FREE

Join us for an interactive mini workshop. Explore a career in IT and Cybersecurity by learning the basics of the industry. Partial or full scholarships may be available for qualifying students.

Aug 19 Tues 6:00 PM - 8:00 PM

(1 session/2 hours) INFO004U25.T05.01.00

CLICK HERE to register

Start or Advance Your Career !



Info Security Analysts

Computer Network Support Specialist

\$ 112,717K - 200,185K*

\$ 71,704K - 121,944K*

Visit laguardia.edu/careercoach or Room C-258

Computer and Network Service Technician - CIVIC HALL

Jumpstart your tech career! Get training in entry level computer and network support roles while you prepare for the industry recognized CompTIA A+ certification. You will learn to install, configure and maintain PCs, mobile devices and software for end users; explore basics of networking and security forensics; properly and safely diagnose, resolve and document common hardware and software issues; and discuss basics of scripting, virtualization, desktop imaging and deployment. General topics include hardware and network troubleshooting, operating systems, operational procedures, security, virtualization and cloud computing, and software troubleshooting. Upon successful completion of this course, you can take the CompTIA A+ exam and will receive an exam voucher. You will also earn a LaGuardia certificate of completion and may qualify for an internship or job placement assistance. Prerequisite: High school diploma or equivalency as well as English proficiency and fluency in order to fully participate and succeed in class. (Cost of textbook and virtual lab included in course fee.) Payment plan available. ND

Aug 4 - Mar 2 (44 sessions/160 hours)

Mon & Wed 6:00 PM - 9:00 PM \$2,600 CTIA102U25.T05.01.00

Computer and Network Service Technician Certificate Program

Do you work well under pressure? Do you like helping people solve problems? Are you able to manage multiple priorities? Prepare for entry level roles in the field of computer repair and networking. Computer Network Support Specialists, also known as IT Support or Help Desk Technicians, play a critical role in maintaining business computer operations and meeting the tech support needs of organizations. They analyze and troubleshoot computer network problems and may assist computer users through phone, email or in-person visits. This program also prepares you for the industry recognized CompTIA A+ certification exam. For more information call (718) 482-7244. ND

Cybersecurity and Privacy Management

Are you naturally curious and like to find solutions to problems? Are you detailed oriented? Do you like working and learning in an ever changing industry? Do you like working collaboratively with other people? Help defend our communities and country by joining thousands of cybersecurity specialists who protect businesses, government agencies and general consumers. The rise in cyber attacks calls for trained cybersecurity specialists who plan and carry out security measures to protect an organizations computer networks and systems, safeguarding critical information. Prepare for the industry certification in this growing field. ND

Digital Business Skills

Gain the essential skills needed to thrive in today's digitally driven business world. Courses in this program cover key areas such as digital marketing, social media and branding, project management, and customer relationship management (CRM). You will learn how to build and promote brands, manage projects effectively, and strengthen customer connections—all while developing critical thinking and communication skills. Take any or all of these courses to boost your career or launch a business in the digital age! ND

Digital Marketing - ONLINE

Expand your personal or business reach with crucial digital marketing strategies to effectively connect with a broader audience. Learn how to target your ideal market through search engine optimization (SEO) and leverage popular platforms like Facebook, Instagram and X to drive engagement. Unlock new opportunities for business growth in the digital world! Upon successful completion of this course, you will earn a LaGuardia certificate of completion. You may also earn up to 3 college credits towards an AS Degree in Accounting or Business Administration at LaGuardia Community College. Payment plan available. ND

Aug 9 - Oct 18 (10 sessions/45 hours)

Sat 10:00 AM - 2:30 PM \$1,010 DMKT100U25.T05.01.00

Digital Domination: Mastering Social Media & Branding - ONLINE

Take charge of your digital presence and turn social media into a powerful tool for success. Learn how to build a strong brand through compelling content, audience engagement that grows your social media following, and digital marketing strategies that use data-driven insights. From influencer marketing to business branding, you will gain hands-on experience in planning and executing digital campaigns while developing essential skills in communication and strategic thinking. Upon successful completion of this course, you will earn a LaGuardia certificate of completion. ND

July 10 - Aug 12 (10 sessions/30 hours)

Tues & Thur 6:00 PM - 9:00 PM \$700.00 DPMC102U25.T05.01.00

CRM Essentials: Building Lasting Customer Connections - ONLINE

Build strong customer relationships and deliver excellent service in any industry. Learn how to communicate effectively, solve problems and create lasting connections that drive business success. You will explore key concepts in Customer Relationship Management (CRM), including customer engagement strategies, relationship-building techniques, and professional communication. Through real-world scenarios and hands-on activities, you'll develop practical skills in managing customer interactions, handling challenges and using CRM tools. Upon successful completion of this course, you will earn a LaGuardia certificate of completion. ND

Aug 19 - Sept 18 (10 sessions/30 hours)

Tues & Thur 6:00 PM - 9:00PM \$700.00 DPMC103U25.T05.01.00



Anny Cruz Salcedo

LaGuardia opens the door to a new career in data analytics

Anny Cruz Salcedo transitioned from the hospitality industry to the data analytics field with help from LaGuardia's Data Analytics and Data Science Program. She had never used Python or Tableau, and she knew

very little about SQL. But once she began her studies, everything made sense. "I went from zero experience to advanced," says Anny.

Within three months of starting the program, Anny began working in Human Resources at the NYC Department of Education, where she gained valuable experience in the field. She recently moved and is pursuing a Master Degree in Data Science at Boston University.

"I chose LaGuardia as my official entry point into the data world, and it has been the best decision I could have made. Thank you for helping me give my life direction and make my dream a reality!" says Anny.

Advanced Project Management - ONLINE

Take your project management skills to the next level and prepare for introductory level project management certification. In this interactive course, you will learn how to plan, lead and successfully deliver projects more effectively across any industry. Hone vital skills such as scheduling, budgeting, resource management and running multiple projects in a fast-paced environment. Focus on key topics like defining project scope, setting goals, estimating project work and creating effective schedules. Upon completion, you'll earn a LaGuardia certificate of completion. Prerequisite: Foundations in Digital Business & Project Management or equivalent experience. ND

Aug 23 - Nov 1 (10 sessions/45 hours)

Sat 10:00 AM - 2:30 PM \$1,010.00 BUSK201U25.T05.01.00

Data Analytics and Data Science Program

The ability to gather, prepare, analyze and display data is one of the most sought-after skill sets in the information technology marketplace, with demand spanning across sectors that include healthcare, finance, retail, real estate and even gaming. This program offers beginner, intermediate and advanced level data analytics courses, which may be taken individually or as part of a series. Earn a LaGuardia certificate in Data Analytics by completing Data Analytics Foundations; Python for Data Analytics; Data, Databases and SQL; and Data Visualization with Tableau. You can also earn a LaGuardia certificate in Advanced Data Analytics by completing Data Science: Introduction to Machine Learning Models. In addition, individual intermediate and advanced level courses will be offered throughout the year covering in-demand topics. These include TensorFlow Certificate Prep, Power BI, and more. Certificate program courses not offered this quarter will be offered in a future quarter. For more information call (718) 482-5449 or email kharro@lagcc.cuny.edu.

Data Analytics Foundations (Beginner)

Acquire the skills that a data analytics professional needs to gather, prepare, analyze and display data from structured and unstructured sources. Become familiar with Python, SQL and Tableau, and learn about the industries and professions that use data analytics. ND

Sep 8 - Oct 27 (12 sessions/36 hours)

Mon & Wed 6:00 PM - 9:00 PM \$490 DATA101F25.T23.01.00

Sep 9 - Oct 23 (12 sessions/36 hours)

Tues & Thurs 6:00 PM - 9:00 PM \$490 DATA101F25.T23.02.00

Data, Databases and SQL (Intermediate)

Learn all about data, databases and SQL using PostgreSQL. Discover how data is useful. Explore how to extract data from databases so you can manipulate, transform, visualize and answer questions. Prerequisite: Data Analytics Foundations or passing of an assessment that requires basic knowledge of statistics and intermediate knowledge of Microsoft Excel.

Sewp 9 - Oct 23 (12 sessions/36 hours)

Tues & Thurs 6:00 PM - 9:00 PM \$490 DATA202F25.T23.01.00

Nov 4 - Dec 18 (12 sessions/36 hours)

Tues & Thurs 6:00 PM - 9:00 PM \$490 DATA202F25.T23.02.00

Data Visualization with Tableau (Intermediate)

Data visualization involves presenting data in a meaningful and impactful way in order to tell an easy-to-understand story. Gain a solid foundation in data visualization techniques by learning how to create visualizations and dashboards using Tableau and communicate data analytics findings. Prerequisite: Data Analytics Foundations or passing of an assessment that requires basic knowledge of statistics and intermediate knowledge of Microsoft Excel. ND

Sep 8 - Oct 27 (12 sessions/36 hours)

Mon & Wed 6:00 PM - 9:00 PM \$490 DATA203F25.T23.01.00

Data Science: Introduction to Machine Learning Models (Advanced)

Take your data analysis skills to the next level. Build on your knowledge of data analytics by learning advanced Python and take a deeper dive into machine learning and modeling. You will use machine learning to train various types of models to make predictions on large datasets. Upon successful completion of this course, you will earn a LaGuardia certificate in Advanced Data Analytics. Prerequisite: Data Analytics Foundations and Python for Data Analytics or passing of an assessment that requires intermediate knowledge of Python and statistics. ND

Oct 7 - Dec 18 (20 sessions/60 hours)

Tues & Thurs 6:00 PM - 9:00 PM \$830 DATA301F25.T23.01.00

Artificial Intelligence (AI) Certification Program

In partnership with the Intel® Digital Readiness Program and utilizing Intel's innovative AI for Workforce curriculum, this series of classes empowers the current and future workforce with AI skills focused on AI employability in the digital economy.

Begin a career in the cutting-edge field of Artificial Intelligence. The Artificial Intelligence (AI) Certification Program offers a progressive learning path, starting with two foundational courses (AI Foundations I and II) that provide essential knowledge and skills in AI concepts as well as Python programming for machine learning. These courses are mandatory and must be taken in sequence. Intermediate courses (ML Infrastructure and Engineering, Computer Vision, Natural Language Processing & Generative AI, or AI for Problem-Solving) combine theoretical knowledge, practical

application, and independent research packages to ensure you develop a comprehensive understanding of AI's technical and ethical dimensions. Two of the four intermediate level courses are required to complete the certification. These courses can be taken in any order and allow you to customize your learning journey according to your interests and career goals. Final projects in each course challenge you to synthesize your acquired knowledge and showcase your proficiency in real-world applications.

Upon successful completion of the program, you will receive LaGuardia Certification in Artificial Intelligence, indicating your expertise in various AI disciplines and readiness to engage with AI challenges in professional settings. Certificate program courses not offered this quarter will be offered in a future quarter. ND

AI Foundations I (Beginner)

Explore the current Artificial Intelligence (AI) landscape, its history and various AI types such as neural networks and decision trees, in this introductory course designed for individuals with little or no AI background. You will also study practical aspects of data management and learn how to evaluate and optimize AI models. Your acquired ability to communicate about AI trends and history will pave the way for continuous learning and upskilling opportunities within your organization or role. (8 weeks, 48 hours) ND

Jun 9 - July 28 (16 sessions/48 hours)

Mon & Wed 6:00 PM - 9:00 PM \$560 ARTI101S25.T23.01.00

Sep 5 - Dec 19 (16 sessions/48 hours)

Fri 1:00 PM - 4:00 PM \$560 ARTI101F25.T23.01.00

ML Infrastructure and Engineering (Intermediate)

Analyze the technical aspects of machine learning (ML) workflows and infrastructure in this intermediate-level course. Topics include ML workflow design, cloud computing fundamentals, ML engineering best practices, and MLOps principles. You will learn about advanced data pipelines and scalable infrastructure and will be challenged to design and deploy a scalable ML system as your final project. Prerequisite: AI Foundations I and II (Beginner). (8 weeks, 48 hours) ND

Oct 27 - Dec 22 (16 sessions/48 hours)

Mon & Wed 6:00 PM - 9:00 PM \$560 ARTI201F25.T23.01.00

Accounting, Bookkeeping and Tax Preparation

Accounting with QuickBooks Certificate Program

Explore accounting principles with QuickBooks by creating a fictional company. You will customize the chart of accounts and practice invoicing, accounts payable and receivable, utility payments, and financial reporting for service companies. You'll also set up an inventory system, handle payments, and compute depreciation. Other topics include bank reconciliation, transaction reports, inventory tracking, loan management, adjustments, bounced checks, and report customization. You will need off campus access to a computer with Windows operating system. ND

Start or Advance Your Career !



Bookkeeping,
Accounting, and
Auditing Clerks

\$ 47,369K -
71,511K*

Visit laguardia.edu/careercoach or Room C-258

CAREER INSIDER SERIES WEBINAR

QuickBooks **FREE**

Join us for an interactive mini workshop to explore how this popular accounting software can boost the value of your business.

Aug 18 Mon 6:00 PM - 8:00 PM
(1 sessions/2 hours) QUBK000U25.T05.01.00

CLICK HERE to register



Payroll with QuickBooks

Learn the basic procedures, calculations and terminology needed to process payroll for a small business through practical computer exercises. Prerequisite: Computerized Bookkeeping for QuickBooks Certificate Program or equivalent experience. ND

Jul 19 - Aug 23 (6 sessions/30 hours)
Sat 9:30 AM - 2:30 PM \$550 QUBK103U25.T05.01.00

Tax Preparer Certificate Program

Earn extra money by becoming a registered tax preparer or learn to prepare taxes for personal use. Upon completion of this course, you will be able to complete basic individual NY State and federal forms. This program is designed for students new to tax preparation.

Tax Return Preparer

Explore the role and responsibilities of a professional tax preparer. Learn how to prepare basic individual forms, including tax credits, deductions, and tax consequences. You will become familiar with the 1040 series, NYS IT 201, and wage income forms. Upon completion of this course you should be able to complete individual taxes for yourself or someone else and will earn a LaGuardia certificate of completion. No software required. (Cost of textbook included in course fee.) ND

Jul 7 - Sep 17 (20 sessions/60 hours)
Mon & Wed 6:00 PM - 9:00 PM \$715 TAXP100U25.T05.01.00

CAREER INSIDER SERIES WEBINAR

Tax Mini Workshop - Reading Your W2 **FREE**

Join us for an interactive mini workshop to discuss how to read and understand your W-2 form. Discover career paths related to tax preparation.

Aug 14 Thurs 6:00 PM - 8:00 PM
(1 session/2 hours) INF0001U25.T05.01.00

CLICK HERE to register

Healthcare-Clinical



These courses may be eligible for Veterans tuition assistance. Students who have served in the military also qualify for many services through LaGuardia's Veterans Resource Center. Contact (718) 482-5231 or ddaza@lagcc.cuny.edu.

Start or Advance Your Career !



Medical Assistants

\$ 40,125K - 53,073K*

Visit laguardia.edu/careercoach or Room C-258

*Emsi

Certified Clinical Medical Assistant (CCMA)

The CCMA is an essential member of the medical care team who assists the physician with procedures such as taking vital signs, preparing patients for medical procedures, and performing phlebotomy (blood drawing) and electrocardiography (EKG). To take the national certification exam for Clinical Medical Assistant, you must successfully pass all five courses in this program: Medical Terminology, American Heart Association CPR for Healthcare Providers with First Aid, EKG Technician, Phlebotomy, and CCMA Procedures. You may take the courses in any order, or you may take them individually, except CCMA Procedures. To register for CCMA Procedures you must first successfully complete either EKG Technician or Phlebotomy. LaGuardia's CCMA Program currently has a 98% pass rate for students taking the National Healthcareer Association (NHA) CCMA exam. Attendance at an orientation session and passing an online reading exam are required before registration for EKG Technician and Phlebotomy and are recommended before beginning the 5-course CCMA series. A high school diploma or equivalency is a prerequisite for NHA certifications and often a requirement for jobs in the field. Program courses not offered this quarter will be offered in a future quarter. To apply, complete the application form at <https://laguardia.edu/ccmaapp>. Full and partial tuition scholarships are available for eligible students, and a separate application process is required. Contact CCMA@lagcc.cuny.edu for more information. ND

CCMA Procedures

Learn Clinical Medical Assistant procedures for patient care. This course involves positioning, assessment, history taking, triage, patient education, and handling of special patient situations. Become familiar with office basics such as billing and coding, scheduling, filing, and office reception. You must successfully complete either EKG Technician or Phlebotomy to take this course. Successful completion of CCMA Procedures and the other four courses in this series allows you to take the national Clinical Medical Assistant certification exam. ND

Jul 28 - Aug 23 (16 sessions/64 hours)

Mon, Wed, Fri + 2 Sat 10:00 AM - 2:30 PM \$654 CCMA104U25.T11.01.00

(14 clock hours/average class hours per week)

Jul 28 - Aug 24 (16 sessions/64 hours)

Mon, Wed, Fri + 2 Sun 6:00 PM - 10:00 PM \$654 CCMA104U25.T11.02.00

(14 clock hours/average class hours per week)

ORIENTATION & PRESCREENING SESSION **FREE** Certified Clinical Medical Assistant

*Learn about LaGuardia's Certified Clinical Medical Assistant programs.
Explore job opportunities in the medical assisting field.*

Jul 22 Tues 6:15 PM - 9:15 PM

(1 session/3 hours) CCMA000U25.T11.01.00

Jul 31 Thurs 6:15 PM - 9:15 PM

(1 session/3 hours) CCMA000U25.T11.02.00

Aug 6 Wed 1:00 PM - 4:00 PM

(1 session/3 hours) CCMA000U25.T11.03.00

Aug 14 Thurs 1:00 PM - 4:00 PM

(1 session/3 hours) CCMA000U25.T11.04.00

Aug 20 Wed 6:15 PM - 9:15 PM

(1 session/3 hours) CCMA000U25.T11.05.00

Aug 26 Tues 1:00 PM - 4:00 PM

(1 session/3 hours) CCMA000U25.T11.06.00

CLICK HERE to register for an Orientation Session



New York City is one of the most diverse cities in the United States, and the demand for internationally trained healthcare professionals who are culturally and linguistically diverse and competent is high.

The New York City Welcome Back Center, located within the **Center for Immigrant Education and Training** at LaGuardia Community College, helps internationally trained nurses explore alternative careers in healthcare while guiding them on the path towards licensure in their original career. We also provide referrals to appropriate English language programs, licensing test preparation courses and job placement services, and offer professional advisement counseling free of charge.

We serve the following:

- Registered Nurses
- Licensed Practical Nurses
- Vocational Nurses

Internationally trained nurses can apply to our National Council Licensure Examination for Registered Nurses (NCLEX-RN) Preparation Course for English Language Learners; visit laguardia.edu/nycwbc.

Emergency Healthcare Programs

Lives often depend on the prompt response and expert care of emergency medical technicians (EMTs) and paramedics. Accidents, heart attacks, childbirth and trauma all require immediate medical intervention. Throughout New York City, 24/7, EMTs and paramedics respond to emergencies, treating and then transporting the sick or injured.

Start or Advance Your Career !



Emergency Medical Technician

\$ 43,695 - \$61,187*

Paramedic

\$ 63,106 - \$82,079*

Visit laguardia.edu/careercoach or Room C-258

*Emsi

ORIENTATION & PRESCREENING

Emergency Medical Technician (EMT) **FREE**

Learn about LaGuardia's EMT Program and requirements for NY State Department of Health EMT Certification.

- Explore job opportunities in the Emergency Medical Services (EMS) field.
- Take the program screening exam (reading comprehension).

Jul 8 Tues 1:00 PM - 4:00 PM
(1 session/3 hours) EMTB000U25.T11.01.00

Jul 16 Wed 6:15 PM - 9:15 PM
(1 session/3 hours) EMTB000U25.T11.02.00

Jul 19 Sat 10:00 AM - 1:00 PM
(1 session/3 hours) EMTB000U25.T11.03.00

Jul 24 Thurs 6:15 PM - 9:15 PM
(1 session/3 hours) EMTB000U25.T11.04.00

Aug 5 Tues 1:00 PM - 4:00 PM
(1 session/3 hours) EMTB000U25.T11.05.00

Aug 13 Wed 1:00 PM - 4:00 PM
(1 session/3 hours) EMTB000U25.T11.06.00

Aug 18 Mon 6:15 PM - 9:15 PM
(1 session/3 hours) EMTB000U25.T11.07.00

Aug 21 Thurs 1:00 PM - 4:00 PM
(1 session/3 hours) EMTB000U25.T11.08.00

[CLICK HERE](#) to register for an Orientation Session

ORIENTATION & PRESCREENING (IN PERSON) Paramedic Program **FREE**

Certified EMTs are invited to learn about LaGuardia's Paramedic Program and requirements for NY State Department of Health Paramedic Certification.

- Explore the broader career and educational opportunities in the healthcare field for advanced level EMS providers.
- Take the program screening exams (reading, EMT Knowledge, and math).

Jul 15 Tues 1:00 PM - 5:00 PM
(1 session/4 hours) PMED000U25.T11.01.00

Jul 29 Tues 1:00 PM - 5:00 PM
(1 session/4 hours) PMED000U25.T11.02.00

Aug 4 Mon 2:00 PM - 6:00 PM
(1 session/4 hours) PMED000U25.T11.03.00

Aug 13 Wed 6:30 PM - 10:30 PM
(1 session/4 hours) PMED000U25.T11.04.00

Aug 23 Sat 9:30 AM - 1:30 PM
(1 sessions/4 hours) PMED000U25.T11.05.00

Aug 26 Tues 3:00 PM - 7:00 PM
(1 session/4 hours) PMED000U25.T11.06.00

[CLICK HERE](#) to register for an Orientation Session

Paramedic Original

EMTs, are you ready to take your career to the next level? We will prepare you with the technical skills, expert knowledge and clinical experience necessary to excel as a New York State/New York City certified paramedic. LaGuardia students have excellent pass rates on the NYS Paramedic and NYC Regional Emergency Medical Advisory Committee (REMAC) exams. The program is accredited by the Commission on the Accreditation of Allied Health Education Programs (CAAHEP). This is a comprehensive education and training program that includes lectures provided by expert physicians; certification courses in American Heart Association Basic Cardiac Life Support (BCLS), Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS); and National Association of Emergency Medical Technicians (NAEMT) Prehospital Trauma Life Support (PHTLS) and Psycho-

logical Trauma Prevention for EMS Patients (PTEP) certification courses. You must complete 600 hours of clinical rotations (sites are available in Queens, Manhattan, Bronx and Brooklyn) and you may choose between two tracks: associate degree or certificate program. We offer a \$1,500 tuition credit to members of NYS certified Advanced Life Support (ALS) ambulance agencies. Professional or 911 EMT experience is recommended but not required. To learn more about the Paramedic Program email paramedicprogram@lagcc.cuny.edu.

Sep 2 - Aug 20 (200 sessions/800 hours)
Tues, Thur (8:00 AM - 5:00 PM) &
Sun (9:00 AM - 4:00 PM) - one Sun per month
\$10,900 PMED100F25.T11.01.00
(17 clock hours/average class hours per week)

Emergency Medical Technician (EMT) Basic

Prepare yourself with the knowledge and skills needed to render patient care on an emergency ambulance. When you successfully complete the course, you will take your NYS Department of Health Certification Exam for EMT-Basic. This course is necessary to advance to the one-year program of paramedic education. Fees include textbook and uniform (polo shirt). To apply, register for Orientation and Prescreening: Emergency Medical Technician (EMT) Basic, which includes a pretest and interview. For more information contact emtprogram@lagcc.cuny.edu. Payment plan available.

Sep 3 - Jan 15 (66 sessions/208 hours)
Mon (9:30 am - 4:30 pm), Wed (1:00 pm - 5:00 pm)
+ 2 Sun (9:30 am - 4:30 pm)
\$1,690 EMTB100F25.T11.01.00
(18 clock hours/average class hours per week)



LaGuardia Paramedic students participate in FDNY Medical Search and Rescue Conference, posing as trauma victims during the training.

Healthcare-Related

Central Service Technician Certificate Program - *HYBRID*

Start or Advance Your Career !



Medical Equipment Preparers

\$ 46,629 - \$63,095*

Visit laguardia.edu/careercoach or Room C-258

CAREER INSIDER SERIES WEBINAR

Professions in Healthcare: Central Service Technician FREE

If a career in healthcare is your goal, but you have limited time and funds, consider becoming a Central Services Technician. Learn everything you need to know about this growing field and how you can make the greatest impact.

Aug 12 Tue 6:00 PM - 8:00 PM (1 session/2 hours) INFO005U25.T05.01.00

To register or for more information call (718) 482-7244 or visit www.laguardia.edu/careerinsider/

Start or Advance Your Career !



Pharmacy Technicians

\$ 40,260 - \$53,294*

Visit laguardia.edu/careercoach or Room C-258

Pharmacy Technician Certification Preparation - *HYBRID*

Develop the skills you need to work under a registered pharmacist. Prepare for the Pharmacy Technician Certification Exam (PTCE) and become a Certified Pharmacy Technician (CPhT). Topics include the history of pharmacy practice, law and ethics, basic math skills, medical terminology specific to the pharmacy, reading and interpreting prescriptions, and defining drugs by generic and brand names. You will also study dosage calculations and conversions, IV flow rates, drug compounding, dispensing of prescriptions, inventory control and billing, and reimbursement. To help you build professional relationships and navigate challenges on the job more efficiently, you will discuss effective communication, team building, time management, and critical thinking skills. This course includes practical lab instruction and supplies. Upon successful completion of the course, you will receive an exam voucher and may qualify for an internship or job placement assistance. Prerequisite: High school diploma or equivalency and passing of an online screening test as well as English proficiency and fluency in order to fully participate and succeed in class. (The screening test is valid for up to one year. Cost of textbook included in course fee.) Payment plan available. ND

Jul 14 - Dec 3 (40 sessions/120 hours)
Mon & Wed 6:00 PM - 9:00 PM \$1,600 INFO008U25.T05.01.00

CAREER INSIDER SERIES WEBINAR

Professions in Healthcare: Pharmacy Technician FREE

If a career in healthcare is your goal, but you have limited time and funds, consider becoming a Pharmacy Technician. Learn everything you need to know about this growing field and how you can make the greatest impact.

Aug 13 Wed 6:00 PM - 8:00 PM (1 sessions/2 hours) INFO003U25.T05.01.00

To register or for more information call (718) 482-7244 or visit www.laguardia.edu/careerinsider/

Start or Advance Your Career !



Medical Secretaries

\$ 42,086 - \$56,765*

Visit laguardia.edu/careercoach or Room C-258

Certified Medical Administrative Assistant (CMAA) - *HYBRID*

Begin a career in the healthcare field as a Certified Medical Administrative Assistant. Medical Administrative Assistants play a critical role in keeping healthcare offices running smoothly and are an important part of the patient experience. They perform tasks such as answering calls, scheduling appointments, greeting patients and updating electronic medical records. Medical Administrative Assistants can find employment in various healthcare facilities, including hospitals; outpatient care centers; and offices of physicians, dentists and other health practitioners. For more information call (718) 482-7244. ND

CAREER INSIDER SERIES WEBINAR

Professions in Healthcare: Certified Medical Administrative Assistant & Medical Interpreter FREE

Begin a career in one of these fastest growing healthcare fields in the U.S. Meet with our industry experts and find out how you can provide crucial support to patients by becoming a Medical Interpreter or a Certified Medical Administrative Assistant.

Aug 21 Thurs 6:00 PM - 8:00 PM
(1 session/2 hours) INFO008U25.T05.01.00

To register or for more information call (718) 482-7244 or visit www.laguardia.edu/careerinsider/

Start or Advance Your Career !



Interpreters and Translators:

\$ 52,119 - \$112,300*

Visit laguardia.edu/careercoach or Room C-258

Medical Interpreter Certificate Program

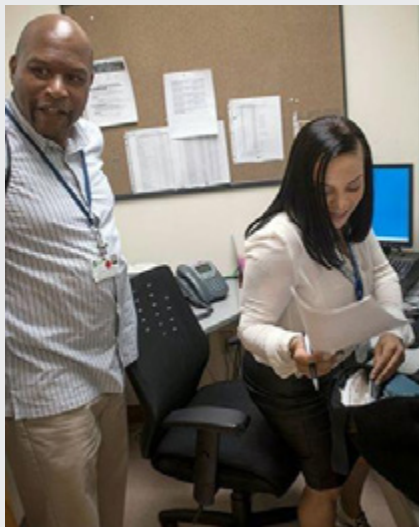
Are you bilingual? Get the skills and basic vocabulary you need to start working in the high demand field of medical interpreting. Prepare for two industry certifications (state and national), and upon successful completion of the course receive a LaGuardia certificate of completion. For more information call (718) 482-7244. ND

Medical Interpreter Language Screening (Spanish/English) - ONLINE

Pass this diagnostic exam before registering for the Medical Interpreter Program. The diagnostic exam is valid for up to one year. Nonrefundable testing fee applies. ND

Aug 23 Sat (1 session/2 hours)
10:00 AM - 12:00 PM \$25 MEDIO99U25.T05.01.00

Community Health Worker Certificate Training Program



- Receive extensive career development services
- Earn up to 9 credits towards a degree in Human Services at LaGuardia
- Upon program completion earn a certificate of completion from LaGuardia

Full scholarships are available for eligible applicants.

Community Health Workers (CHWs) connect community members with healthcare organizations, services and information to help them live healthier lives.

- **Build academic skills** while you prepare to enter or advance in the workplace as a CHW.
- **We also offer a track for English Language Learners** that provides healthcare related English language instruction in addition to regular program material.

CLICK HERE FOR MORE INFORMATION

Contact LAG.CHWTraining@lagcc.cuny.edu or (718) 730-7708

FREE Healthcare Finance and Operations Training Program

- Six-month certificate program
- Interview with industry partner
- College credit available

For details, visit laguardia.edu/medicalbilling



Scan the QR code to find out more
Program sponsored by grant funding.

Start or Advance Your Career !



Medical Records and Health Information Technicians

\$ 49,970 - \$79,698*

Visit laguardia.edu/careercoach or Room C-258



Mental Health Peer Specialist Training Program

Use your own **lived experience** with mental health challenges and or trauma to become a **peer support worker** in the human services sector. Work in a variety of settings.



TRAINING PROVIDES:

- Peer support services instruction
- Peer technology instruction
- NY State certification preparation
- Loaner laptop and headset
- 200+ hour internship
- Professional development & internship seminars with group support
- Employment readiness training
- Employment placement assistance
- Stipend for participation and completion of entire program, including internship

Program is delivered via online and in-person instruction. In-person classes take place at LaGuardia Community College.

Cost of tuition is \$1,295. Full scholarships are available for eligible applicants.

For more information including eligibility requirements please contact MHPeerSpecialist@lagcc.cuny.edu or visit www.laguardia.edu/mental-health.

This project is supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) as part of an award totaling 1.6 million dollars. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by HRSA, HHS or the U.S. Government.



Cyzar Arca

Finding his purpose, with help from LaGuardia

The COVID-19 pandemic hit Cyzar Arca particularly hard and forced him to take stock of what was important to him and what he wanted to do with his life. Cyzar realized that he wished to help others with mental health issues and let them know that they are not alone. Seeking a training program at an accredited college, he enrolled in LaGuardia's Mental Health Peer Specialist Training Program as his first step into a mental health services career.

"The teachers, program staff, and guest speakers all played a role in motivating me to complete the training," says Cyzar, noting the focus on skills and personal reflection. He added that the mentorship and practical experience acquired during his internship with Goodwill Industries PAL (Peer Assisted Lifestyle)

prepared him to work competently and compassionately as a peer advocate and mental health peer specialist respectively at both Goodwill and Rainbow Heights, where he was subsequently employed.

With the training and experience he has gained, Cyzar is launching into the next step in his professional and life journey: law school.

"Because of LaGuardia's training program I was able to discover my passion for advocacy, which ignited my drive to apply for law school," says Cyzar, who earned a high score on the Law School Admission Test (LSAT). "I'm on my way to becoming an attorney, advocating for those who need it the most."

Legal Interpreter Certificate Program

Legal Interpreting (Spanish/English)

Learn the skills required to deliver accurate interpretation in legal settings. You will study interpreting techniques, legal terminology, and the U.S. legal system through role-playing and group discussions. You'll also prepare to take the Court Interpreter Exam for the New York State Unified Court System. Upon successful completion of the program, you will earn a LaGuardia certificate of completion. Prerequisite: High school diploma or equivalency and passing of a Spanish/English diagnostic exam. (The diagnostic exam is valid for up to one year.) ND

Aug 23 - Nov 1 (9 sessions/45 hours)

Sat 9:30 AM - 2:30 PM \$1,125 LGIC100U25.T05.01.00

Start or Advance Your Career !



Interpreters and Translators | \$ 52,119 - \$112,300*

Visit laguardia.edu/careercoach or Room C-258

Legal Interpreter Language Screening (Spanish/English)

Pass this diagnostic exam before registering for the Legal Interpreter Certificate Program. The diagnostic exam is valid for up to one year. Nonrefundable testing fee applies. ND

Jul 12 (1 session/2 hours)

Sat 10:00 AM - 12:00 PM \$25 LGIC099U25.T05.01.00

Jul 19 (1 session/2 hours)

Sat 10:00 AM - 12:00 PM \$25 LGIC099U25.T05.02.00

Aug 2 (1 session/2 hours)

Sat 10:00 AM - 12:00 PM \$25 LGIC099U25.T05.03.00

[CLICK HERE](#) to register for a screening exam

Education

Childcare Certification

Certificación en el Cuidado de Niños - Híbrido

Prepárese para obtener la certificación en el cuidado de niños. Usted aprenderá como desarrollan y aprenden los niños de 2 meses a 12 años de edad, y también de regulaciones relacionados del estado de Nueva York. Al final del curso, recibirá un certificado de finalización de LaGuardia.

Temas:

- Introducción a la Salud y Seguridad
- Crear un Ambiente Seguro
- Crear un Ambiente Saludable (Partes I y II)
- Proteger y Prevenir: Abuso y Maltrato Infantil, Síndrome de Muerte Súbita del Lactante (SIDS) y Síndrome del Bebé Sacudido
- Preparación y Respuesta ante la Emergencia
- Introducción del Desarrollo Físico, Cognitivo, Creativo y Comunicativo del Niño.

Para más información sobre este curso llame al (718) 482-7244. ND=No hay descuento

El curso se ofrece en español.

Jul 12 - Aug 16 (6 sessions/30 hours)

Sat 9:30 AM - 2:30 PM

\$500 CHCS100U25.T05.01.00

Childcare Certification - HYBRID

Receive training to become a childcare provider in New York State. You will study how children develop and learn from ages 2 months to 12 years and discuss relevant New York State regulations. Upon completion, you will receive a LaGuardia certificate of completion.

Topics include:

- Introduction to Health & Safety
- Creating a Safe Environment
- Creating a Healthy Environment (Parts I & II)
- Protect and Prevent: Child Abuse and Maltreatment, Sudden Infant Death Syndrome (SIDS) and Shaken Baby Syndrome
- Emergency Preparation and Response
- Introduction to Physical, Cognitive, Creative and Communicative Child Development.

For more information call (718) 482-7244. ND

Aug 2 - Sep 13 (6 sessions/30 hours)

Sat 9:30 AM - 2:30 PM

\$500 CHCE100U25.T05.01.00

Construction and Maintenance Courses

Start or Advance Your Career !



Helpers - Electricians

\$ 44,829 - \$63,945*

Helpers - Pipelayers, Plumbers,
Pipefitters, and Steamfitters

\$ 34,178 - \$44,163*

Visit laguardia.edu/careercoach or Room C-258

*Emsi

INFORMATION SESSION

Sign up for an Information Session to learn more about our Electrical 1, Plumbing 1 and HVACR1 Training Programs. You must attend an Info Session before applying.



Film and Television Production



Jasmine Santana

Making her way in the Film & TV industry

Jasmine Santana was a student in LaGuardia's first cohort of the Film Production Grip Training Program in 2024. She is now a Film and Television major at the college and aspires to work full time in the industry. Not having any connections in the film and television field when she began, Jasmine says that through the program she gained valuable experience and built a network. She currently works at a photography studio and takes freelance jobs as a production assistant, grip and gaffer.

"Without the program, I would not have accelerated this fast through my career, having already moved into key grip and gaffer positions within six months of graduating," says Jasmine. "Taking the program changed the course of my life."

The Film Production Grip Training Program is currently not running. To find out about future programming email acefilmtraining@lagcc.cuny.edu.

English as a Second Language

Learn English at LaGuardia! Prepare for college, graduate school, or a better job. Teachers at The English Language Center (TELC) have the knowledge, skills, and experience to provide you with meaningful daily language practice through reading, writing, listening, and speaking. Please register early. Registration will close when classes reach capacity. We reserve the right to close registration or change classes at any time.



Phone: (718) 482-5360
Web: www.laguardia.edu/TELC
Address: 29-10 Thomson Avenue, Room C-354
Long Island City, NY 11101

Intensive English Program (In Person)

Improve your English for college or the workplace. You will take four classes (academic writing, reading, listening/speaking, and an elective) and study in one of 10 levels based on your proficiency. This program meets the requirements for international students on F-1 visas. If you have any questions, you can email english@lagcc.cuny.edu or leave a voice message at (718) 482-5360.

Registration and Payment Deadline: June 18

Jul 7 - Aug 28 (32 sessions/160 hours)
Mon - Thurs 9:00 AM - 2:30 PM
\$1,710 TELC100U25.T12.01.00



Evening Classes

Registration and Payment Deadline: June 17

Listening, Speaking, Reading, and Writing (In Person)

Jul 7 - Aug 28 (32 sessions/80 hours)
Mon - Thurs 6:30 PM - 9:00 PM
\$720 TELC300U25.T12.01.00

Listening and Speaking (In Person)

Jul 7 - Aug 27 (16 sessions/40 hours)
Mon & Wed 6:30 PM - 9:00 PM
\$370 TELC310U25.T12.01.00

Reading and Writing (In Person)

Jul 8 - Aug 28 (16 sessions/40 hours)
Tues & Thurs 6:30 PM - 9:00 PM
\$370 TELC320U25.T12.01.00

Listening, Speaking, Reading and Writing (Online)

Jul 8 - Aug 28 (16 sessions/40 hours)
Tues & Thurs 6:30 PM - 9:00 PM
\$370 TELC600U25.T12.01.00

Start or Advance Your Career !



Study with The English Language Center, the largest English language program in NYC.

Visit laguardia.edu/careercoach or Room C-258

*Emsi

Saturday Classes

Registration and Payment Deadline: June 24

Listening, Speaking, Reading, and Writing (In Person)

Jul 12 - Aug 30 (8 sessions/40 hours)
Sat 9:00 AM - 2:30 PM
\$370 TELC400U25.T12.01.00

REGISTER TODAY

to reach your education
or career goals!



Online:
laguardia.edu/acereg



By phone:
(718) 482-7244

Monday - Thursday, 8:30 a.m. - 6:30 p.m.
Friday - Saturday, 8:30 a.m. - 3:30 p.m.

Follow LaGuardia Continuing Education
on social media!



Continuing Education at LaGuardia

[continuing.ed_lagcc](https://www.instagram.com/continuing.ed_lagcc)



Free English and Citizenship Classes

Learn English and prepare for the U.S. Citizenship Exam at LaGuardia Community College

- Are you a Legal Permanent Resident (LPR) with a Green Card?
- Are you ready to naturalize and become a citizen?
- Do you want to practice English for the citizenship exam?
- Are you available to study at night from 6:30 p.m.-9:00 p.m.?

Apply Now! Sign up online at

<http://tinyurl.com/LaGuardiaCitizenship>

For more information:

Visit: laguardia.edu/ciet
Call: (718) 482-5460

Free ESOL classes - Free preparation for the citizenship exam - Free citizenship application assistance - Free books and materials - Free computer lab lessons - Free CUNY application assistance

Clases de Inglés y Ciudadanía Gratis

Aprenda inglés y prepárese para el examen de naturalización en LaGuardia Community College

- ¿Reside legalmente en los Estados Unidos? ¿Tiene su tarjeta de residencia (Green Card)?
- ¿Está preparado para hacerse ciudadano?
- ¿Desea mejorar el inglés para obtener la ciudadanía?
- ¿Está disponible para estudiar de 6:30-9:00 p.m. de lunes a jueves?

Para inscribirse, visite: <http://tinyurl.com/LaGuardiaCitizenship>

Para más información:

Visite: laguardia.edu/ciet
Llame: (718) 482-5460

Clases de inglés gratis - Preparación gratis para el examen de ciudadanía - Ayuda cualificada con asuntos de inmigración - Materiales de clase y práctica en computación gratis - Ayuda para solicitar la admisión a programas universitarios de City University of New York (CUNY)

This material is based upon work supported by the U.S. Department of Homeland Security Grant Award Number, 2016-CS-010-000016. Disclaimer: The views and conclusions contained in this document are those of the authors and should not be interpreted as necessarily representing the official policies, either expressed or implied, of the U.S. Department of Homeland Security.

Get the English skills you need to succeed in college!



Do you want to enroll in college but are worried about your English skills?

If you have a high school diploma from any country or high school equivalency in the United States, you can apply to LaGuardia and enroll in the CUNY Language Immersion Program (CLIP).

- low-cost, intensive program (25 hours a week)
- focus on academic reading, writing, speaking and listening skills in English
- assistance transitioning to credit-bearing classes after studying in CLIP
- help applying for financial aid and scholarships
- career pathways workshops
- guidance from counselors and more

For more information call (718) 482-5966 or e-mail clip@lagcc.cuny.edu

¡Consigue las habilidades en inglés que necesitas para tener éxito en la universidad!

¿Tienes interés en matricularte en la universidad?

¿Estás preocupado por tus habilidades en inglés? Si tienes un diploma de escuela secundaria de cualquier país o equivalencia de escuela secundaria en los Estados Unidos, puedes postularte a LaGuardia e inscribirte en el CUNY Language Immersion Program (CLIP).

- programa intensivo (25 horas a la semana) y de bajo costo
- enfoque en la lectura, escritura, expresión oral y comprensión auditiva en inglés
- asistencia para la transición a clases con créditos después de estudiar en CLIP
- asistencia con solicitud de ayuda financiera y becas
- acceso a talleres de trayectorias profesionales
- orientación de un consejero y más

Para obtener más información, llama al (718) 482-5966 o envía un correo electrónico a clip@lagcc.cuny.edu

Which High School Equivalency (GED) Program is Right for Me?



Getting a high school equivalency diploma increases lifetime earnings by \$331,000, according to the U.S. Census.

Start building your future today!

Continuing Education at LaGuardia Community College offers many high school equivalency preparation programs, courses and services. Choose a program that fits your needs.



Focus on building academic skills needed to earn your high school equivalency diploma. (F)

Adult Basic Skills – Building Skills

Call: (718) 482 – 5385
Email: hselaguardia@lagcc.cuny.edu
Visit: laguardia.edu/ce/abs

Tome clases de equivalencia del bachillerato en español por la noche o los sábados. (\$)

Adult Basic Skills – Equivalencia del Bachillerato en Español

Llame: (718) 482-5385
Email: hsetuition@lagcc.cuny.edu
Visite: laguardia.edu/hse-espanol



Fathers between the ages of 18 – 30, earn a high school equivalency diploma and create a brighter future for you and your family. (F)

CUNY Fatherhood Academy

Contact: David Speal
Call: (718) 730-7336
Email: dspeal@lagcc.cuny.edu
Visit: laguardia.edu/cunyfatherhood

Are you between the ages of 17 ½ and 21 and out of school? Earn your high school equivalency diploma and move forward in your life. (F)

Pathways to Graduation

Contact: Winifred Francis-Miller
Call: (718) 482 – 5340
Email: wfrancis@lagcc.cuny.edu
Visit: laguardia.edu/ce/pathways-to-graduation



If you've already attended Continuing Education classes and earned your high school equivalency diploma, find out how you can apply to LaGuardia and earn a college degree. (F)

Career Development Center

Call: (718) 482-5355
Email: careerdevelopmentcenter@lagcc.cuny.edu
Visit: laguardia.edu/ce/career-development-center

(F) = Free (\$) = Tuition

Did You Know?

LaGuardia is an official NY State Education Department testing center for the high school General Educational Development (GED®) exam. If you take equivalency preparation classes at LaGuardia, once you are ready to take the GED, we will assist you in registering for the free exam at our testing center. If you wish to take the exam without taking classes, you may apply directly. **For more information call (718) 482-5385 or visit laguardia.edu/hse.** (F)

High School Equivalency



Scholarships Available



These courses may be eligible for Veterans tuition assistance. Students who have served in the military also qualify for many services through LaGuardia's Veterans Resource Center. Contact (718) 482-5231 or ddaza@lagcc.cuny.edu.

Start or Advance Your Career !



Getting a high school equivalency credential increases lifetime earnings by \$331,000 according to the U.S. Census.

Visit laguardia.edu/careercoach or Room C-258

Equivalencia del Bachillerato en Español

Prepárese para tomar el examen de equivalencia del bachillerato (GED®) y empiece a planear su futuro. Estudiará lectura, escritura y matemáticas y participará en talleres sobre las carreras, presentados por consejeros académicos. También habrá asesoría sobre programas de certificación profesional y de universidad. Este curso se ofrece a estudiantes que tienen 19 años de edad o más. Para aplicar tiene que tomar exámenes de registro.

Verano 2025

El registro se realizará de forma en persona.

Complete el formulario de registro en línea/"online"

www.laguardia.edu/ce/hse-tuition-form. Será contactado con la fecha y hora del registro en persona. (Para futuro fechas de exámenes de registro llame al (718) 482-5385.)

Sesión de exámenes de registro:

- Examen en comprensión de lectura de 35 minutos
- Examen de matemáticas de 20 minutos
- Breve examen de escritura

Tiene que pasar los tres exámenes de registro para poder matricularse en el curso. Si ha tomado el examen de equivalencia del bachillerato (GED o TASC) en el pasado, dependiendo de sus calificaciones, tal vez podría ser excusado de los exámenes de matrícula. Para averiguar, traiga una copia de sus calificaciones del examen de equivalencia del bachillerato a la sesión de exámenes de registro o llame al (718) 482-5385 para hablar con un consejero.

Pago:

- El curso se puede pagar con tarjeta de crédito/débito
- El costo del registro de \$25 se puede pagar "online" (www.laguardia.edu/acereg/)

Los textos para todos los cursos de Equivalencia del Bachillerato y Pre-Equivalencia del Bachillerato y una calculadora científica se tienen que pagar separadamente.

Descuentos:

- Estudiantes que reciben ayuda del gobierno - descuento de 50% (tendrán que mostrar su tarjeta de ayuda del gobierno y carta de presupuesto)
- Aplicantes que tienen 65 años de edad o más - descuento de 30%
- Si usted tomó el curso en los últimos seis meses y necesita tomarlo nuevamente - descuento de 30%

Becas podrían estar disponibles. Para mas información llame al (718) 482-5385.

High School Equivalency Placement Exam in Español

Jul 1 - Ago 12 (1 sesión/3 horas)

Martes 5:00 PM - 8:00 PM \$25 HSES099U25.T04.01.00



The Adult Basic Skills Program will help you develop your knowledge and skills in math, reading, writing, social studies and science to assist you in passing the General Educational Development (GED®) exam.

- Basic academic skills through high school equivalency preparation
- College preparation and transition
- Supportive and non-threatening learning environment
- Encourages postsecondary education, training and career advancement

Earn a high school equivalency diploma and achieve your college and career goals!

To learn more about our program call (718) 482-5385 or visit laguardia.edu/ce/abs

LaGuardia Community College

GED® Express

Have you already passed 2 or more
GED subtests?

Join us for free, online GED prep classes on
Mondays and Wednesdays from 6-9 p.m.

Completion of class guarantees seat for GED
exam at LaGuardia Community College



Admissions is rolling!



Scan QR code to register
for a placement test



Continuing
Education

Questions? Contact us: Adult Basic Skills
29-10 Thomson Ave., Room C-400, Long Is City, NY 11101
(718) 482 5385 | hseLaGuardia@lagcc.cuny.edu

CUNY START

CUNY Start is an intensive 18-week program that prepares associate degree-seeking students by increasing their proficiency levels in English and math and preparing them for college-level coursework in a collaborative, student-centered environment.

Why enroll in CUNY Start?

- Improve your English and math skills, and prepare for college
- Two opportunities to gain proficiency
- Low cost: \$75 course fee including materials
- Save financial aid and spend less time in developmental classes

To be eligible for CUNY Start, you must:

- Apply to CUNY, be accepted to LaGuardia, and be eligible to register for Summer 2025 classes
- Have developmental needs based on the CUNY proficiency index score
- RSVP to attend an info session and complete online application
- Be interviewed by a staff person

**MATH Start runs in the summer. For more information
visit www.laguardia.edu/ce/math-start**

Classes run June 30, 2025 - August 28, 2025

(718)482-5137 cunystart@lagcc.cuny.edu

To attend an info session visit laguardia.edu/cunystart
and sign up.



Earn **College Credit** for what you've learned!



LaGuardia Community College
Credits for Success
(Credit for Prior Learning)

Did you know that you can **earn credit for college level learning** you've gained outside the traditional college classroom?

LaGuardia Community College's **Credits for Success** initiative offers college credit eligibility for:

- military training and occupations
- standardized exams (including CLEP exams)
- industry credentials
- portfolio assessment

Turn knowledge, skills and credentials into college credit and earn a degree in less time.

You may also qualify for scholarships through **Credits for Success** to help fund your education at LaGuardia.

Take this opportunity to advance your education and future prospects!

To learn more visit www.laguardia.edu/cpl or email CPL@lagcc.cuny.edu

College Courses for Non-Credit

Take college level courses as a non-credit student at LaGuardia!

LaGuardia's Continuing Education offers college courses on a non-credit basis at a special fee of \$320 per course.

- * Learn a new language or how to play an instrument
- * Take up painting or explore philosophy
- * Find a class that suits your interest



College courses for non-credit are offered in the following areas:

- **College Modern Languages** ([visit website](#))
 - Take any College Modern Languages course, including advanced level* Spanish classes!
*Advanced level Spanish courses taught in Spanish.
 - Take American Sign Language 1
- **College Art** ([visit website](#))
- **College Music** ([visit website](#))
- **College Liberal Arts** ([visit website](#))

REGISTER BY JUNE 6, 2025

Decisions on class size are made early, so register in advance. Alternate days and times for college classes are sometimes available for Continuing Education students.

For more information call (718) 482-7244.

Sign up for that class you always wanted to take!

Youth Programs

LaGuardia Community College offers a variety of programs to New York City youth and young adults, ages 14 - 30, to help them gain work experience, prepare for college or a high school equivalency diploma, become a better family provider and much more.

Programs sponsored by grant funding.



Continuing
Education

SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP)

runs for six weeks from
July through August

Ages 14-24

Earn NY State minimum wage

[CLICK HERE to apply](#)

CAREER Ready Work, Learn & Grow (WLG)

runs from October
through March

Ages 16-19

Opportunities for Work Experience, Leadership Development and Career Exploration

We've placed participants in the following industries: arts and recreation, retail, childcare, health, government agencies, education, legal services, pet care and more!

Visit www.laguardia.edu/syep Contact syep@lagcc.cuny.edu or (718) 482-5340



CUNY Fatherhood Academy

Are you a father between the ages of 18 and 30?
Are you unemployed or underemployed?

Create a brighter future for you and your family!

The CUNY Fatherhood Academy is a free program that can help you:

- Earn a high school equivalency diploma while focusing on academic and personal success
- Prepare for college
- Get work experience through a part-time job or an internship
- Explore careers
- Learn about important topics such as parenthood, health and financial literacy

Contact: David Speal (718) 730-7336 dspeal@lagcc.cuny.edu



High School Equivalency

Are you between the ages of 17 1/2 and 21
and out of school?

Do you want to move forward in your life?

Start building your future!

LaGuardia's **Pathways to Graduation** Program
can help you prepare for the GED exam.

Contact: Winifred Francis-Miller
(718) 482-5340
wfrancis@lagcc.cuny.edu

Have you served in the military?



Are you a spouse or dependent of
someone who served in the military?

LaGuardia's Veterans Resource
Center can help you!

- Career counseling and planning
- Connections to training and education programs
- Help with GI Bill* applications
- College admissions forms assistance
- Up to date information on benefits, services and events
- Help with financial aid applications and researching college scholarships
- Referrals to community agencies
- Dedicated veterans space with computer and printer access
- Case management services while enrolled in adult and continuing education programs
- Connection with other veterans at LaGuardia who share common experiences

* GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <http://www.benefits.va.gov/gibill>.

Contact: David Daza
Phone: (718) 482-5231 Email: ddaza@lagcc.cuny.edu

CENTER FOR CONTRACT TRAINING

AT LAGUARDIA COMMUNITY COLLEGE

**Promote your organization's success
by upskilling your employees!**

Customized Consultative Learning and Development Services for:

- Corporations
- Public sector agencies
- Nonprofit organizations

Our team of subject matter experts is comprised of staff and consultants who are accomplished educators, seasoned business professionals and knowledgeable government experts.

We assess, design, develop, deliver and evaluate customized training programs that can support the growth of your organization and employee skill base.

CLICK HERE TO FIND OUT MORE!

Or contact cce@lagcc.cuny.edu
or (718) 482-5330.



Business Services

Are you a new or emerging small business?

Do you need help preparing loan packages?

Contact the **Small Business Development Center** (SBDC) for free, one-on-one professional advisement in English, Spanish, Chinese and Korean on legal requirements, business and financial planning (including creating projections), marketing, business expansion, assistance with franchises, international trade and more.

Website: nyssbdc.org

Call: (718) 482-5303

Email: sbdc@lagcc.cuny.edu



Do you want to expand your small business but need intensive training to move to the next level?

10,000 Small Businesses (10KSB) is an initiative developed by Goldman Sachs to help small businesses across the U.S. grow and create jobs through greater access to business education, support services and capital.

Website: laguardia.edu/10ksb/

Call: (718) 730-7400

Email: 10KSB@lagcc.cuny.edu



Do you want to market your goods and services to governmental agencies?

LaGuardia APEX Accelerator (LaGuardia APEX) provides assistance to all entrepreneurs, especially Small, Veteran, Minority and Women business owners.

Website: laguardia.edu/ce/pages/business-services/apex-accelerators

Call: (718) 482-5289

Email: ptac@lagcc.cuny.edu



Do you want to improve your skills to help build your business?

Career and Professional Programs (CAPP) offers IT/tech, accounting, and tax preparation courses as well as preparation for industry certifications and licenses.

Website: laguardia.edu/capp

Call: (718) 482-7244

Email: acprofessional@lagcc.cuny.edu

Do you want to obtain transportation-related contracts?

The Northeast **Small Business Transportation Resource Center** (SBTRC) of the US Department of Transportation (DOT) provides assistance through training and advising on marketing to the DOT, Disadvantaged Business Enterprise certification, short-term lending and bonding assistance.

Website: laguardia.edu/sbtrc

Call: (718) 482-5289

Email: sbtrc@lagcc.cuny.edu



Do you want custom training for your employees?

Center for Contract Training develops customized educational programs for businesses, non-profits, and community and other organizations. Programs range from ESL classes to credit-bearing college courses.

Website: laguardia.edu/cct

Call: (718) 482-7244

Email: cce@lagcc.cuny.edu



Grants, Scholarships and Opportunities

Financial Support Services for Continuing Education Students

Do you need education or training to help you get a job, or advance in or change your career?

The Career Success Scholarship (formerly known as the Helena Rubinstein Scholarship) assists with tuition and fees for continuing education programs in healthcare and other high demand fields.

For updates on the scholarship, please follow us on social media:

Instagram @CUNYWorks|, Twitter @CUNY_Works,
Facebook @CUNYCareersuccessInitiatives

For more information contact Serena Bowles at (718) 730-7501, sbowles@lagcc.cuny.edu

You may be eligible for tuition assistance or vouchers for many of our courses. Find out if you qualify!

New York State Educational Incentive Program (EIP) may provide vouchers for qualified applicants who are registered child care providers. For more information: earlychildhoodnyc.org/education/EIP.cfm

Adult Career and Continuing Education Services-Vocational Rehabilitation (ACCES-VR) offers access to a full range of services that may be needed by persons with disabilities. For more information: access.nysed.gov/vr

Vouchers are also accepted through the GI Bill and the Department of Veterans Affairs. For more information: va.gov

Vouchers may be available through your employer. Contact the Human Resources, Personnel or Training Departments at your place of employment to receive information on vouchers for tuition reimbursement.

You can also inquire about other opportunities for tuition assistance and vouchers at the NYS Department of Labor, NYC Human Resources Administration, Workforce1 Career Centers and other government assistance programs as well as with your union representative.

Payment Plans

Payment plans are available for select tuition programs. For more information call (718) 482-7244.

Continuing Education Scholarships

For information on Continuing Education Scholarships see page 5.

Individual Training Grants

Advance your Career through Occupational Training

Individual Training Grants (ITGs) allow you to receive specialized training to find a new job or advance in your career at a very low cost. For more information visit the Queens Workforce1 Career Center at 168-25 Jamaica Ave., 2nd Floor, Jamaica, NY 11432, (718) 557-6755.

Get an education. Get a tax break. Hope Scholarship Credit

Taxpayers are eligible to claim a non-refundable credit against federal income taxes for EACH student in the taxpayer's family enrolled at least half time in one of the first two years of post secondary education in a program leading to a degree, certificate or other recognized educational credential. For more information visit IRS.gov.

Students Over 65

Rediscover the joy of learning at LaGuardia! Receive a 30% discount for non-credit courses.

For more information call (718) 482-5337.



Support for Immigrant and Undocumented Students

The City University of New York was founded on the principle of equal access and opportunity. LaGuardia's longstanding commitment to welcoming, protecting and supporting our students, regardless of immigration status, has not wavered since our founding.

We remain committed to diversity, equity and inclusion and will steadfastly continue to offer a welcoming environment for students of all backgrounds. LaGuardia Community College will take any steps available under the law to protect and support our undocumented students.

Should you or a family member have concerns about your immigration status or safety, we urge you to avail yourselves of the resources and services listed below. For more information visit www.laguardia.edu/know-your-rights.

LEGAL RESOURCES

Green Card Holders

CUNY Citizenship Now! provides free, high quality, and confidential immigration law services to help individuals and families on their path to U.S. citizenship. Our attorneys and paralegals offer one-on-one consultations to assess participants' eligibility for legal benefits and assist them in applying when qualified.

<http://www1.cuny.edu/sites/citizenship-now/>

Undocumented

The **Mayor's Office of Immigrant Affairs** offers *Know Your Rights* booklets in more than 10 languages, including Spanish and Bengali. This page also includes guidance about what to do after a friend or family member is detained by ICE/Immigration.

Visit the **Immigrant Legal Resource Center** to obtain detailed information about creating a **Family Preparedness Plan**.

CUNY's **Office of Undocumented and Immigrant Student Programs** includes guidance and resources that can help students stay safe and focused on their educational journey, no matter what their citizenship status is. [This page](#) in particular has a safety plan video in both English and Spanish.

We Have Rights empowers individuals with essential knowledge about their legal rights in the United States, offering *Know Your Rights* guides, videos, and materials in multiple languages to help users navigate interactions with law enforcement, ICE, and other officials during home raids, street stops, or workplace encounters.

Immigrant Defense Project (IDP) is a valuable resource for immigrants, providing guidance on their rights during ICE raids or immigration enforcement actions. It covers essential rights like remaining silent, refusing entry without a warrant, and recording interactions with immigration officers.

The LaGuardia Community College Foundation offers various **financial assistance and student support programs**, including the Friedman Fund, for eligible students of any citizenship status to help you achieve your goals.

Refugees

New York State Emergency Hotline

Governor Hochul has established a hotline to offer assistance to refugees left in vulnerable situations at New York airports. To report loved ones who are passengers on incoming flights and believed to be missing or detained, please call (888) 769-7243.

For all students, regardless of immigration status.

SAFETY

On Campus

If you are on campus and feel your life is in imminent danger, call (718) 482-5555 or visit your nearest Public Safety office for assistance.

Off Campus

If you feel your life is in imminent danger, call 911 immediately.

VICTIMS OF HARASSMENT OR INTIMIDATION

On Campus

If you are the victim of religious, race, or sexual harassment, there are several resources both on and off campus that will help you file a complaint.

Human Resources

Phone: (718) 482-5080

Email: TitleIX@lagcc.cuny.edu

DO YOU STILL HAVE QUESTIONS ABOUT WHERE TO TURN OR NEXT STEPS?

You can reach out to Rhonda Mouton, regardless of immigration status, to help direct you to appropriate resources both on campus and in the community.

Rhonda Mouton

Program Director, LaGuardia CARES

31-10 Thomson Avenue, Room C-107 • Long Island City, NY 11101

Phone: 718-482-5129 • Email: rmouton@lagcc.cuny.edu

Become a U.S. Citizen

CUNY Citizenship Now! assists permanent residents with their U.S. citizenship applications. www1.cuny.edu/sites/citizenship-now/

Events are open to anyone, not only CUNY students. Languages spoken: English, Spanish and Chinese.

Experienced lawyers and other immigration professionals will assist you in filling out forms if you meet all of the following naturalization requirements:

- You have resided in the United States as a permanent resident for five years (or for three years if you are married to and living with a U.S. citizen)
- You have been physically present in the United States for half of the five (or three) year period
- You are at least 18 years old





COMPLETED the Data Analytics and Data Science Program

LANDED a job in the field with the NYC Department of Education

PURSUING a graduate degree in Data Science

To learn more about LaGuardia Continuing Education's Data Analytics and other Information Technology programs see pages 10 - 12.

ANNY CRUZ SALCEDO

Anny Cruz Salcedo left the hospitality industry knowing she wanted a career in the exciting field of data analytics. But she had no knowledge or experience in this area. She is now earning a Master Degree in Data Science. **Read about her story on page 11.**