

# DIVISION OF CONTINUING EDUCATION

SUMMER 2026

## LEARN WITH US

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



"Sharpen your skills and use them in the advancement of your dreams."

-- Gift Gugu Mona

## Advancing With Opportunities

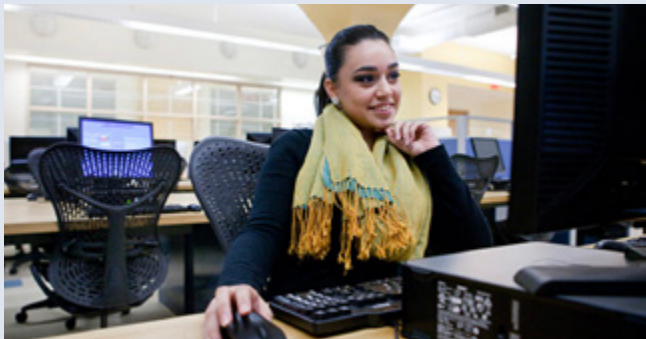
[www.laguardia.edu/ce](http://www.laguardia.edu/ce) • (718) 482-7244



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](http://laguardia.edu/acereg).



### Library Services

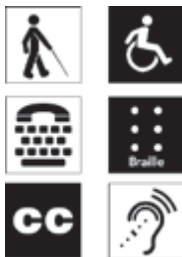
Did you know that LaGuardia Continuing Education students have access to computers, WiFi, and many other services and resources within the Library at LaGuardia Community College?

[Click here](#) to find out what's available to you!

### Accessibility 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](mailto:OSD@lagcc.cuny.edu).



## Career Skills & Workforce Training

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### 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 Lightcast.

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117



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Resources and support for small businesses, startups and entrepreneurs to grow your company and be successful.



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Follow LaGuardia Continuing Education on social media!



Continuing Education at LaGuardia

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 professional and educational achievement 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 28**). We also provide **partial and full scholarships** for many of our programs.

We are here to serve the community and help you reach your goals!

Look through our catalog or visit our web site at [www.laguardia.edu/ce](http://www.laguardia.edu/ce) to explore all the opportunities available to you with 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



“ I have gained skills that will equip me to succeed in information technology and the field of data analytics. I’m very confident that these skills will help me land the job of my dreams.

Jasmin Benjamin  
ACE Scholarship recipient

For more information visit [www.laguardia.edu/acescholarship](http://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](https://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](mailto:careerdevelopmentcenter@lagcc.cuny.edu)

### Center for Career & Professional Development

(degree students)

(718) 482-5235

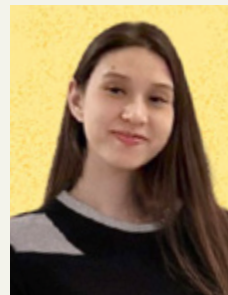
[career@lagcc.cuny.edu](mailto:career@lagcc.cuny.edu)

### Career & Technical Education Assistance (CTEA) Center

(Continuing Education and degree students)

(718) 482-6031

[cteacenter@lagcc.cuny.edu](mailto:cteacenter@lagcc.cuny.edu)



### Mariana Cardenas

Taking advantage of all LaGuardia has to offer

Mariana Cardenas arrived from Peru two years ago ready to pursue her dreams of a college education. Though gathering information to begin the application process while acquiring a new language proved challenging, Mariana found the help she needed at LaGuardia. She threw herself into her studies, earning a GED diploma through the Adult Basic Skills program, and completing the CUNY Language Immersion Program in order to learn English. The Career Development Center assisted her in applying to the college and obtaining a LaGuardia Foundation scholarship as well.

Mariana is currently a Business Administration major and is participating in the Friedman Fellowship, which provides students with in service-learning opportunities and other resources on campus. But she's not stopping there. Once she graduates from LaGuardia, she plans to continue her undergraduate studies at Baruch College.

“Thanks to these experiences and guidance from the Career Development Center, I am able to share that it is possible to achieve your goals, with a lot of effort and resilience.”



# LaGuardia RISE

helps Continuing Education alumni transition into degree programs at the college!

**Have you completed a Continuing Education program at LaGuardia (GED, ESL, Workforce Training)?  
Are you interested in enrolling in college? If so, you may qualify for RISE.\***

As a RISE student, you will have access to:

- One-on-one support to help you apply to LaGuardia and create an educational plan
- Information on financial aid packages and payment plans to help you pay for college
- A CUNY application waiver
- Advisement on earning college credit outside the traditional classroom via Credit for Prior Learning

Attend a **RISE Information Session** to find out if you're eligible.  
Contact [rise@lagcc.cuny.edu](mailto:rise@lagcc.cuny.edu) with any questions

**Earn an associate degree and open the door to new career possibilities!**

\*RISE services are available exclusively to LaGuardia Continuing Education alumni. If you did not complete a Continuing Education program at LaGuardia, you are not eligible.

## Learn English at The English Language Center

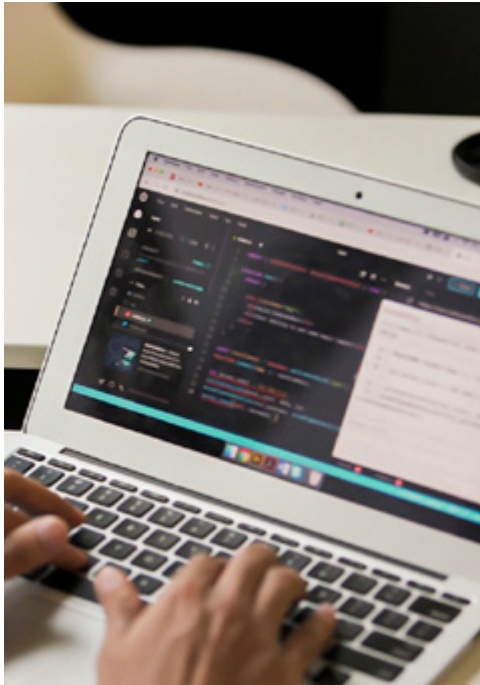
“Besides learning in class, the program provides activities such as a book club, conversation club and field trips, which help me to learn English in the real world and make new friends from different backgrounds and countries.”

- Apichart (Anthony) Boonsaner

**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.

**See page 23**  
To learn more visit [laguardia.edu/telc](http://laguardia.edu/telc) or email [english@lagcc.cuny.edu](mailto: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 14-20):

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

**Register Today!**

Call (718) 482-7244 • E-Mail [acereg@lagcc.cuny.edu](mailto:acereg@lagcc.cuny.edu)  
Visit [www.laguardia.edu/acereg](http://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 and artificial intelligence
- Explore digital marketing and 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.

### Start or Advance Your Career !



Information Security Analysts | \$113,622 - 192,695\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

\* Lightcast

### Start or Advance Your Career !



Computer Network Support Specialist | \$73,584 - 118,035\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

\* Lightcast

# 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 <b>3</b> MONTHS	In <b>4</b> MONTHS	In <b>6</b> MONTHS	In <b>12</b> MONTHS
			
<p><b>you can</b></p> <ul style="list-style-type: none"> <li>• Prepare for industry certification as an <b>Administrative Assistant</b> - page 10</li> <li>• Receive LaGuardia certification as a <b>Tax Return Preparer</b> - page 13</li> <li>• Prepare for industry certification as a <b>Certified Medical Administrative Assistant</b> - page 18</li> <li>• Prepare for industry certification as a <b>Medical Interpreter</b> - page 18</li> <li>• Receive LaGuardia certification as a <b>Community Health Worker</b> - page 19</li> <li>• Prepare for industry certification as a <b>Legal Interpreter</b> - page 21</li> <li>• Receive LaGuardia certification in <b>Childcare</b> - page 21</li> <li>• Get training in the <b>Electrical, Plumbing or HVACR</b> field - page 22</li> </ul>	<p><b>you can</b></p> <ul style="list-style-type: none"> <li>• Prepare for industry certification as a <b>Computer and Network Service Technician</b> - page 10</li> <li>• Prepare for industry certification in <b>Cybersecurity</b> - page 10</li> <li>• Receive LaGuardia certification in <b>QuickBooks</b> - page 13</li> </ul>	<p><b>you can</b></p> <ul style="list-style-type: none"> <li>• Prepare for industry certification as a <b>Certified Clinical Medical Assistant</b> - page 14</li> <li>• Prepare for industry certification as a <b>Patient Care Technician</b> - page 14</li> <li>• Prepare for industry certification as an <b>Emergency Medical Technician</b> - page 15</li> <li>• Prepare for industry certification as a <b>Central Service Technician</b> - page 17</li> <li>• Prepare for industry certification as a <b>Pharmacy Technician</b> - page 17</li> <li>• Prepare for industry certification as a <b>Medical Coder</b> - page 18</li> <li>• Receive LaGuardia certification in <b>Healthcare Finance and Operations</b> - page 19</li> <li>• Prepare for industry certification as a <b>Mental Health Peer Support Worker</b> - page 20</li> </ul>	<p><b>you can</b></p> <ul style="list-style-type: none"> <li>• Receive LaGuardia certification in <b>Data Analytics</b> - page 11</li> <li>• Prepare for LaGuardia certification in <b>Artificial Intelligence</b> - page 12</li> <li>• Prepare for industry certification as a <b>Paramedic</b> - page 16</li> <li>• Prepare for industry certification as a <b>Refrigeration Machine Operator</b> - page 22</li> </ul>

\* Earn college credit for successful completion of these programs.

## Career Skills

### Certified Administrative Professional - HYBRID

Administrative professionals play a key role in keeping offices and teams running smoothly, both in person and remotely. Strengthen your administrative, communication and technology skills to stand out in today's competitive job market and excel in any business environment. Learn the latest office technologies, including AI-powered productivity and collaboration tools, while building a foundation in business communication, time management and professional etiquette. Prepare for success in roles such as executive assistant, office manager and virtual administrative specialist. Upon successful completion of this course, you will earn a LaGuardia certificate of completion and be prepared to take the Certified Administrative Assistant (CAA) exam through the National Career Certification Board (NCCB).\* You will also be ready to take

the Foundations in Digital Business and Project Management course for continued advancement. (Cost of textbook and exam included in course fee.) ND  
\*LaGuardia is a recognized NCCB Approved Career Training Provider.

**Jul 11 - Oct 24 (15 sessions/60 hours)**  
**Sat 10:00 AM - 2:00 PM \$780 CADA100U26.T05.01.00**

**Start or Advance Your Career !**



Secretaries & Administrative Assistants

\$ 50,433K - 82,702\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

## Information Technology

### Computer and Network Service Technician Certificate Program

### Cybersecurity and Privacy Management

### 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](mailto:kharro@lagcc.cuny.edu).

#### CAREER INSIDER SERIES WEBINAR

##### Tech Connect (Computer and Network Service Technician/Cybersecurity) 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.

**Jul 14 (1 sessions/2 hours)**  
**Tues 6:00 PM - 8:00 PM INFO004U26.T05.01.00**

**Jul 30 (1 session/2 hours)**  
**Thurs 6:00 PM - 8:00 PM INFO004U26.T05.02.00**

**Aug 22 (1 session/2 hour)**  
**Sat 1:00 PM - 3:00 PM INFO004U26.T05.03.00**

**CLICK HERE to register**

**Start or Advance Your Career !**



Information Security Analysts

\$ 113,622 - 192,695\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

**Start or Advance Your Career !**



Computer Network Support Specialist

\$ 73,584 - 118,035\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

#### INFORMATION SESSIONS

Sign up to attend a Data Analytics and Data Science information session.

**Jul 8 (1 session/1 hour)**  
**Wed 4:00 PM - 5:00 PM DATA000U26.T23.01.00**

**Jul 22 (1 session/1 hour)**  
**Wed 4:00 PM - 5:00 PM \$ DATA000U26.T23.02.00**

**Aug 5 (1 session/1 hour)**  
**Wed 4:00 PM - 5:00 PM DATA000U26.T23.03.00**

**Aug 19 (1 session/1 hour)**  
**Wed 4:00 PM - 5:00 PM DATA000U26.T23.04.00**

## 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 7 - Oct 14 (12 sessions/36 hours)**

**Mon & Wed 6:00 PM - 9:00 PM \$490 DATA101F26.T23.01.00**

**Sep 8 - Oct 15 (12 sessions/36 hours)**

**Tues & Thurs 6:00 PM - 9:00 PM \$490 DATA101F26.T23.02.00**

## 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

**Jul 21 - Sep 24 (20 sessions/60 hours)**

**Tues & Thurs 6:00 PM - 9:00 PM \$830 DATA301U26.T23.01.00**

## 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

**Jun 8 - Jul 15 (12 sessions/36 hours)**

**Mon & Wed 6:00 PM - 9:00 PM \$490 DATA203S26.T23.01.00**

**Oct 5 - Nov 11 (12 sessions/36 hours)**

**Mon & Wed 6:00 PM - 9:00 PM \$490 DATA202F26.T23.02.00**

## Python for Data Analytics (Intermediate)

Learn how to use the Python programming language for data analytics. You will study how to perform data cleaning and transformations; use key statistical methods to analyze data; and create data visualizations using Python libraries. Prerequisite: Data Analytics Foundations or passing of an assessment that requires basic knowledge of statistics and intermediate knowledge of Microsoft Excel. ND

**Jul 20 - Sep 23 (20 sessions/60 hours)**

**Mon & Wed 6:00 PM - 9:00 PM \$830 DATA201U26.T23.01.00**

## 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.

**Jun 8 - Jul 15 (12 sessions/36 hours) Mon & Wed 6:00 PM - 9:00 PM**

**\$490 DATA202S26.T23.01.00**

**Oct 19 - Nov 25 (12 sessions/36 hours)**

**Mon & Wed 6:00 PM - 9:00 PM \$490 DATA202F26.T23.02.00**



## 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

**Sep 7 - Oct 28 (16 sessions/48 hours)**  
**Mon & Wed 6:00 PM - 9:00 PM \$560 ART1101F26.T23.01.00**

### AI Foundations II (Beginner)

Delve into topics such as computational thinking, algorithm design and neural network basics. You will gain hands-on experience with cutting-edge neural architectures, such as convolutional neural networks (CNNs) and generative adversarial networks (GANs). This course also highlights the importance of inclusivity and socio-emotional intelligence in AI, culminating in a project that proposes an ethical AI system. Prerequisite: AI Foundations I (Beginner). (8 weeks, 48 hours) ND

**Jun 30 - Aug 20 (16 sessions/48 hours)**  
**Tues & Thurs 6:00 PM - 9:00 PM \$560 ART1102S26.T23.01.00**

**Nov 2 - Dec 23 (16 sessions/48 hours)**  
**Mon & Wed 6:00 PM - 9:00 PM \$560 ART1102F26.T23.01.00**

### Computer Vision (Intermediate)

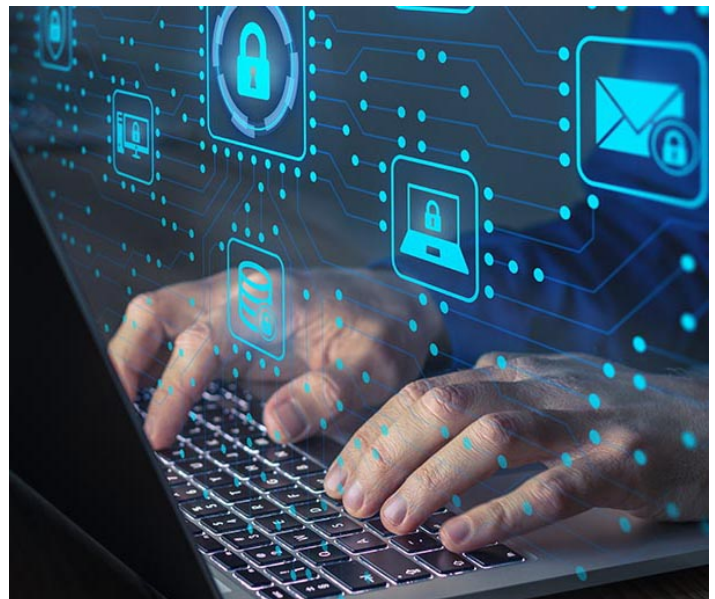
Prepare to tackle complex visual challenges with AI. Study image processing techniques, image classification, object detection, segmentation and video analysis to develop a computer vision application. This course will help you build skills in image processing and analysis, making you a valuable asset to manufacturing, security and software development companies looking to integrate vision systems into their operations. Prerequisite: AI Foundations I and II (Beginner). ND

**Sept 1 - Oct 22 (16 session/48 hours)**  
**Tues & Thurs 6:00PM - 9:00PM \$560 ARTI202F26.T23.01.00**

### Natural Language Processing & Generative AI (Intermediate)

If you have a knack for linguistics and coding, this course is for you! Beginning with text processing and progressing through sentiment analysis, machine translation, and speech recognition, acquire the knowledge you need to build AI systems that can comprehend and generate human language. Your final project will involve developing an innovative Natural Language Processing (NLP) or Generative AI application. Prerequisite: AI Foundations I and II (Beginner). ND

**Oct 27 - Dec 29 (16 session/48 hours) Tues & Thurs 6:00PM - 9:00PM**  
**\$560 ARTI203F26.T23.01.00**



# Accounting, Bookkeeping and Tax Preparation

## Accounting with QuickBooks Certificate Program

### Accounting with QuickBooks

Gain the skills and confidence to manage bookkeeping and accounting using QuickBooks, one of the most widely used accounting programs by small businesses and financial professionals. Whether you want to launch a career in accounting or manage your own business finances, this program provides the hands-on experience you need to succeed. Start with a 6-hour Excel refresher, contextualized for accounting and business applications. Next, dive into QuickBooks to learn how to track income and expenses, create invoices, manage payroll and generate financial reports. Work with simulated business scenarios to strengthen your understanding of real-world accounting workflows. This course also prepares you for the advanced Payroll with QuickBooks class. Upon successful completion of this course, you will earn a LaGuardia certificate of completion. You will need off campus access to a computer with a Windows operating system. ND

**Jul 9 - Sep 22 (22 sessions/66 hours)**  
**Tues & Thurs 6:00 PM - 9:00 PM \$1,100 QUBK100U26.T05.01.00**

### 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

**Aug 15 - Sep 26 (6 sessions/30 hours)**  
**Sat 9:30 AM - 2:30 PM \$550 QUBK103U26.T05.01.00**

### 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.

**Jul 25 (1 session/2 hours)**  
**Sat 1:00 PM - 3:00 PM QUBK000U26.T05.01.00**

[CLICK HERE to register](#)

### Start or Advance Your Career !



Bookkeeping,  
Accounting, and  
Auditing Clerks

\$ 48,893 -  
73,838\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

\* Lightcast

## Tax Return 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 11 - Oct 3 (12 sessions/60 hours)**  
**Sat 9:30 AM - 2:30 PM \$750 TAXP100U26.T05.01.00**

**Aug 5 - Oct 19 (20 sessions/60 hours)**  
**Mon & Wed 6:00 PM - 9:00 PM \$750 TAXP100U26.T05.02.00**

### 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 offered at LaGuardia Community College related to Tax.

**Jul 13 (1 session/2 hours)**  
**Mon 6:00 PM - 8:00 PM INF0001U26.T05.01.00**

[CLICK HERE to register](#)

## Business Tax Return Preparer Certificate Program

Prepare business tax returns with confidence. Gain the knowledge to accurately complete federal and New York State tax forms for sole proprietorships, partnerships and corporations. This course is ideal for aspiring tax preparers, entrepreneurs and small business owners who want to understand the essentials of business taxation.

### Business Tax Return Preparer

Learn how to prepare basic business tax returns, including income recognition, deductions, credits and tax consequences for different business structures. Become familiar with IRS Forms 1040 (Schedules C and SE), 1065, 1120, 1120-S and related schedules while reviewing accounting basics, business entity types and the essentials of New York State business taxation. Upon successful completion of this course, you will be able to complete basic tax returns for your own business or for clients and earn a LaGuardia certificate of completion. Prerequisite: High school diploma or equivalency. ND

**Aug 11 - Oct 15 (20 sessions/60 hours)**  
**Tues & Thurs 6:00 PM - 9:00 PM \$900 TAXP110U26.T05.01.00**

# 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.

## 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 certification 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. CCMA program courses not offered this quarter will be offered in a future quarter. To apply, please visit [www.laguardia.edu/ccma](http://www.laguardia.edu/ccma). 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

\*Successful completion of these courses in addition to the PCT Procedures course also allows you to sit for the separate National Healthcareer Association (NHA) Patient Care Technician (PCT) certification exam (see PCT Procedures course description).

### 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 27 - Aug 23 (16 sessions/64 hours) Mon, Wed, Fri + 2 Sat 9:00 AM - 1:00 PM**  
**\$654 CCMA104U26.T11.01.00**  
 (14 clock hours/average class hours per week)

**Jul 27 - Aug 23 (16 sessions/64 hours) Mon, Wed, Fri + 2 Sun 6:00 PM - 10:00 PM**  
**\$654 CCMA104U26.T11.02.00**  
 (14 clock hours/average class hours per week)

Start or Advance Your Career !



Medical Assistants | \$ 41,549 - 54,201\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117 \*Lightcast

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

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

**Jul 21 (1 session/3 hours)**  
**Tues 6:15 PM - 9:15 PM CCMA000U26.T11.01.00**

**Jul 30 (1 session/3 hours)**  
**Thurs 6:15 PM - 9:15 PM CCMA000U26.T11.02.00**

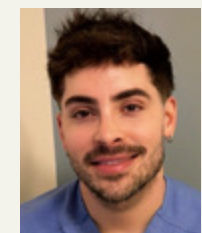
**Aug 5 (1 session/3 hours)**  
**Wed 1:00 PM - 4:00 PM CCMA000U26.T11.03.00**

**Aug 13 (1 session/3 hours)**  
**Thurs 1:00 PM - 4:00 PM CCMA000U26.T11.04.00**

**Aug 19 (1 session/3 hours)**  
**Wed 6:15 PM - 9:15 PM CCMA000U26.T11.05.00**

**Aug 25 (1 session/3 hours)**  
**Tues 1:00 PM - 4:00 PM CCMA000U26.T11.06.00**

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



### Justin Bourque

Finding encouragement and support at LaGuardia

Justin Bourque had nursing on his mind when he started in the Certified Clinical Medical Assistant (CCMA) Program at LaGuardia. His short-term goal was to get hands-on experience and earn important certifications such as EKG, phlebotomy and CPR before deciding what his next steps would be. Though balancing the rigorous coursework with other life responsibilities was challenging, "it ended up being really rewarding once everything clicked," says Justin. He even earned the program's "Vampire Award" for his skills in phlebotomy!

Justin is currently working as a Certified Clinical Medical Assistant at Tufts Medical Center in Massachusetts. There he supports healthcare providers and patients through intake, vitals assessment and day-to-day clinical care. He plans to continue building his experience in healthcare and return to school—possibly to become a Radiology Technologist—in order to advance his career, earn more money, and "make the world a better place."

"The CCMA Program gave me the skills, confidence and direction I needed to move forward in healthcare," says Justin.

## Patient Care Technician

Do you want to work directly with patients in a medical facility setting? Get the proper training and certifications to become a Patient Care Technician (PCT). PCTs take vital signs; perform phlebotomy (blood drawing) and electrocardiography (EKG); give basic patient care; and monitor and communicate patient status to the physician or nursing staff, among other responsibilities. To take the national certification exam for Patient Care Technician, 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 PCT Procedures. Attendance at an orientation session and passing of an online reading exam are required before enrolling in this program. A high school diploma or equivalency is a prerequisite for NHA certifications and often a requirement for jobs in the field. PCT program courses not offered this quarter will be offered in a future quarter. ND

\*Successful completion of these courses in addition to the CCMA Procedures course also allows you to sit for the separate National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) certification exam (see CCMA Procedures course description).

### Patient Care Technician (PCT) Procedures

Learn care concepts and responsibilities for in-hospital patients, such as assisting with mobility, ambulation, daily care, oxygen delivery, suction, nutrition, dressings, sepsis prevention, patient advocacy, observation and more. Upon successful completion of this course, you will be eligible to sit for the PCT National Healthcareer Association (NHA) certification exam. Prerequisites: Successful completion of Medical Terminology, American Heart Association (AHA) CPR for Healthcare Providers with First Aid (On Campus), EKG Technician with NHA Certification, and Phlebotomy. (Cost of textbook included in course fee.) ND

**Jul 27 - Aug 31 (16 sessions/48 hours)**  
**Mon, Wed, & Fri 2:00 PM - 5:00 PM \$820 PCTP100U26.T11.01.00**

## Emergency Healthcare Programs

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.

### 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](mailto:emtprogram@lagcc.cuny.edu). Payment Plan Available. ND

**Sep 15 - Jan 28 (66 sessions/208 hours)**

**Tues 1:00 pm - 5:00 pm, Thurs 9:30 am - 4:30 pm & + 2 Sat 9:30 am - 4:30 pm**

**\$1690 EMTB100F26.T11.01.00**

(18 clock hours/average class hours per week)

**Sep 22 - Mar 2 (66 sessions/208 hours)**

**Tues 6:00 pm - 9:30 pm & Sat 9:30 am - 4:30 pm \$1690 EMTB100F26.T11.02.00**

(18 clock hours/average class hours per week)



**Start or Advance Your Career !**



**Emergency Medical Technicians** | \$45,283 - \$62,366\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

\* Lightcast

### 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)

**Aug 4 (1 session/3 hours)**

**Tues 1:00 PM - 4:00 PM EMTB000U26.T11.01.00**

**Aug 11 (1 session/3 hours)**

**Tues 1:00 PM - 4:00 PM EMTB000U26.T11.02.00**

**Aug 17 (1 session/3 hours)**

**Mon 2:00 PM - 5:00 PM EMTB000U26.T11.03.00**

**Aug 20 - (1 session/3 hours)**

**Thurs 1:00 PM - 4:00 PM EMTB000U26.T11.04.00**

**Aug 25 (1 session/3 hours)**

**Thurs 6:00 PM - 9:00 PM EMTB000U26.T11.05.00**

**Aug 28 (1 session/3 hours)**

**Fri 6:00 PM - 9:00 PM \$ EMTB000U26.T11.06.00**

**Sep 5 (1 session/3 hours)**

**Sat 10:00 AM - 1:00 PM EMTB000F26.T11.01.00**

**Sep 10 (1 session/3 hours)**

**Thurs 6:00 PM - 9:00 PM EMTB000F26.T11.02.00**

**Sep 15 (1 session/3 hours)**

**Tues 6:00 PM - 9:00 PM EMTB000F26.T11.03.00**

**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 Psychological 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](mailto:paramedicprogram@lagcc.cuny.edu).

### Start or Advance Your Career !



Paramedics | \$ 67,050 - \$85,531\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117 \*Lightcast

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](mailto:paramedicprogram@lagcc.cuny.edu). ND

**Sep 8 - Aug 19 (200 sessions/800 hours)**  
**Tues & Thurs (8:00 am - 5:00 pm) &**  
**One Sun per month (9:00 am - 4:00 pm)**  
**\$10,900 PMED100F26.T11.01.00**  
 (17 clock hours/average class hours per week)

## ORIENTATION & PRESCREENING

### 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 14 (1 session/4 hours)**  
**Tues 10:00 AM - 2:00 PM PMED000U26.T11.01.00**

**Jul 28 (1 session/4 hours)**  
**Tues 6:00 PM - 10:00 PM PMED000U26.T11.02.00**

**Aug 4 (1 session/4 hours)**  
**Mon 2:00 PM - 6:00 PM PMED000U26.T11.03.00**

**Aug 11 (1 session/4 hours)**  
**Mon 10:00 AM - 2:00 PM PMED000U26.T11.04.00**

**Aug 20 (1 session/4 hours)**  
**Thurs 1:00 PM - 5:00 PM PMED000U26.T11.05.00**

**Aug 25 (1 session/4 hours)**  
**Tues 3:00 PM - 7:00 PM PMED000U26.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](http://laguardia.edu/nycwbc).

# Healthcare-Related

Start or Advance Your Career !



Medical Equipment Preparers

\$ 48,141 - \$66,292\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

\* Lightcast

Start or Advance Your Career !



Pharmacy Technicians

\$ 40,683 - \$54,903\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

\* Lightcast

## Central Service Technician

### 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 Service Technician (CST). Learn everything you need to know about this booming field and how you can make the greatest impact. Please note you must attend this information session in order to be eligible to register for the CST course.

Jul 25 - (1 session/2 hours)

Sat 10:00 AM - 12:00 PM INFO005U26.T05.01.00

Aug 18 (1 session/2 hours)

Tues 6:00 PM - 8:00 PM INFO005U26.T05.02.00

[CLICK HERE to register](#)

## 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 - Sep 29 (30 sessions/120 hours)

Mon, Tues & Thurs 10:00 AM - 2:00 PM \$1,600 PHMT100U26.T05.01.00

### CAREER INSIDER SERIES WEBINAR

Professions in Healthcare: Pharmacy Technician **FREE**

Begin a career in one of the 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 Pharmacy Technician.

Jul 2 (1 session/2 hours)

Thurs 6:00 PM - 8:00 PM INFO018U26.T05.01.00

Aug 18 (1 session/2 hours)

Tues 12:00 PM - 2:00 PM INFO018U26.T05.02.00

[CLICK HERE to register](#)



**Start or Advance Your Career !**



Medical Secretaries | \$ 43,877 - \$59,191\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

\* Lightcast

## Certified Medical Administrative Assistant (CMAA) - HYBRID

Launch your healthcare career with training that prepares you for entry-level medical administrative positions. You will learn basic medical terminology, documentation, confidentiality, professional etiquette, customer service and patient satisfaction, and Microsoft Word and Excel. You'll also prepare to take the National Healthcare Association's (NHA) Certified Medical Administrative Assistant exam. Upon successful completion of this course, you will earn a LaGuardia certificate of completion and receive an exam voucher. You can also earn up to 6 college credits towards an AS Degree in Business Administration: Healthcare Management at LaGuardia Community College 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. This course is approved by the National Healthcare Association. (Cost of textbook included in course fee.) Payment plan available. ND

**Jul 20 - Sep 28 (30 sessions/120 hours) Mon, Tues & Thurs 10:00 AM - 2:00 PM \$1,595 CMAA100U26.T05.01.00**

### CAREER INSIDER SERIES WEBINAR

**Professions in Healthcare: Certified Medical Administrative Assistant FREE**

Begin a career in one of the 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 Certified Medical Administrative Assistant.

**Jul 2 (1 session/2 hours)  
Thurs 12:00 PM - 2:00 PM INF0017U26.T05.01.00**

**Jul 29 (1 session/2 hours)  
Wed 6:00 PM - 8:00 PM INF0017U26.T05.02.00**

**CLICK HERE to register**

**Start or Advance Your Career !**



Interpreters and Translators: | \$ 47,172 - \$100,428\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

\* Lightcast

## Medical Interpreter Certificate Program

### CAREER INSIDER SERIES WEBINAR

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

Begin a career in one of the 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 Certified Medical Administrative Assistant or Medical Interpreter.

**Aug 22 (1 session/2 hours)  
Sat 10:00 AM - 12:00 PM INF0008U26.T05.01.00**

**CLICK HERE to register**

## Medical Coding Certificate Program

### CAREER INSIDER SERIES WEBINAR

**Professions in Healthcare: Medical Coding FREE**

Begin a career in one of the fastest growing healthcare fields in the U.S. Meet with our industry experts and find out how you can provide crucial support by becoming certified in Medical Coding.

**Jul 28 (1 session/2 hours)  
Tues 6:00 PM - 8:00 PM INF0011U26.T05.01.00**

**Aug 19 (1 session/2 hours)  
Wed 6:00 PM - 8:00 PM INF0011U26.T05.02.00**

**CLICK HERE to register**

**Start or Advance Your Career !**



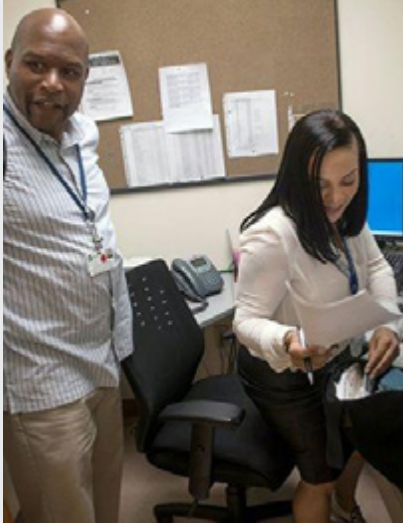
Certified Medical Coders: | \$ 51,232 - \$86,375\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

\* Lightcast

# Community Health Worker Certificate Training Program

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



- 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
- **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.

Full scholarships are available for eligible applicants.

**CLICK HERE FOR MORE INFORMATION**

Contact [LAG.CHWTraining@lagcc.cuny.edu](mailto:LAG.CHWTraining@lagcc.cuny.edu) or (718) 730-7708

# FREE Healthcare Finance and Operations Training Program

- Six-month certificate program
- Job interview with industry partner
- College credit available

Start or Advance Your Career !

For details, visit [laguardia.edu/medicalbilling](http://laguardia.edu/medicalbilling)



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



## Mental Health Career Pathway Initiative

Use your own **lived experience** with mental health challenges and recovery 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
- Access to computer labs on campus
- 200+ hour internship
- Employment readiness training
- Employment placement assistance
- 6 - 9 college credits towards a Human Services degree at LaGuardia
- Full scholarships for eligible applicants
- Stipend for participation and completion of entire program, including internship

For more information including eligibility requirements visit [www.laguardia.edu/mental-health](http://www.laguardia.edu/mental-health) or contact [MHPeerSpecialist@lagcc.cuny.edu](mailto:MHPeerSpecialist@lagcc.cuny.edu)

### Start or Advance Your Career !



Social and Human Service Assistants | \$ 40,925 - \$59,419\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

\* Lightcast

# 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.) Payment plan available. ND

**Aug 22 - Oct 31 (9 sessions/45 hours)**

**Sat 9:30 AM - 2:30 PM \$1,125 LGIC100U26.T05.01.00**

**Start or Advance Your Career !**



Interpreters and Translators | \$ 47,172 - \$100,428\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117

## 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 11 (1 session/2 hours)**

**Sat 11:00 AM - 1:00 PM \$25 LGIC099U26.T05.01.00**

**Jul 25 (1 session/2 hours)**

**Sat 11:00 AM - 1:00 PM \$25 LGIC099U26.T05.02.00**

**Aug 8 (1 session/2 hours)**

**Sat 11:00 AM - 1:00 PM \$25 LGIC099U26.T05.03.00**

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

# Education

## 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 25 - Ago 29 (6 sesiones/30 horas)**

**Sab 9:00 AM - 2:00 PM**

**\$500 CHCS100U26.T05.01.00**

## Childcare Certification - HYBRID

Receive training to become a childcare provider. 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:

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

## Construction Safety Courses

LaGuardia Community College is partnering with Safety Dynamics, a full service safety, health and environmental consulting firm, to offer general construction safety courses as well as Local Law 196 of 2017 mandated training for workers and supervisors.

**Safety Dynamics training curricula are approved by:**

- OSHA
- NY State Department of Transportation (NYSDOT)
- Fire Department of New York (FDNY)
- New York City Department of Buildings (NYCDOB)
- Department of Environmental Protection (NYCDEP)

**SST Local Law 196 courses include:**

- NYCDOB Training • OSHA Training • FDNY Training
- EPA Training • National Safety Council Courses

You must register at least 2 business days before these courses begin. All in-person classes take place in Greenpoint, Brooklyn.

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

[Click here to view the list of current classes and to register.](#)

# Construction and Building Management

## Refrigeration Machine Operator License Preparation

**Start or Advance Your Career !**

 Refrigeration Mechanics and Installers: | \$ 54,588 - \$90,459\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117 \* Lightcast

**CAREER INSIDER** SERIES  
**ONLINE WEBINAR**  
 Building Operations & Refrigeration **FREE**

*Find out about the requirements and skills needed to break into or advance in the field of building operations. Get tips on hot careers in refrigeration and building maintenance from our industry experts.*

**Aug 20 (1 session/2 hours)**  
**Thurs 6:00 PM - 8:00 PM INFO013U26.T05.01.00**

**CLICK HERE to register**

## Skilled Trades

**INFORMATION SESSIONS**

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

**Start or Advance Your Career !**

 **Helpers - Electricians:** | \$ 41,633 - \$ 60,346\*  
**Helpers - Pipelayers, Plumbers, Pipefitters, and Steamfitters** | \$ 35,750 - \$ 49,194\*

Visit [laguardia.edu/careercoach](http://laguardia.edu/careercoach) or Room B-117 \* Lightcast



### Electrical 1

Begin a career in the electrical field with this hands-on training course. You will learn about construction safety, construction math, and electrical theory and drawings. You will also study introductions to electrical circuits, National Electrical Code, device boxes, hand bending, raceways and fittings, conductors and cables, electrical test equipment and more. The course includes OSHA 30 hour certification and 10-hour Site Safety Training certification and uses the industry recognized National Center for Construction Education & Research (NCCER) Construction Core and Electrical Level 1 curricula. Tuition includes cost of books and materials. Payment plan available. This training is offered fully in person on LaGuardia Community College campus. For more information email [ACElectricalplumbing@lagcc.cuny.edu](mailto:ACElectricalplumbing@lagcc.cuny.edu).

**Sep 8 - Dec 17 (39 sessions/195 hours)**  
**Tues, Wed & Thurs 4:30 PM - 9:30 PM**  
**\$2,229 ELEC101F26.T23.01.00**

### Plumbing 1

Begin a career in the plumbing field with this hands-on training course. You will learn about construction safety; construction math; plumbing drawings; plastic, copper, cast-iron, and carbon steel pipe and fittings; plumbing fixtures; water distribution systems; and drain, waste and vent systems. The course includes OSHA 30 hour certification and 10-hour Site Safety Training certification and uses the industry recognized National Center for Construction Education & Research (NCCER) Construction Core and Plumbing Level 1 curricula. Tuition includes cost of books and materials. Payment plan available. This training is offered fully in person on LaGuardia Community College campus. For more information email [ACElectricalplumbing@lagcc.cuny.edu](mailto:ACElectricalplumbing@lagcc.cuny.edu).

**Sep 8 - Dec 9 (43 sessions/215 hours)**  
**Tues, Wed & Thurs 4:30 PM - 9:30 PM**  
**\$2,496 PLUM101F26.T23.01.00**

### HVACR 1

Prepare for a career as a skilled heating, ventilation, air conditioning and refrigeration (HVACR) mechanic and installer. You will learn how to safely install, maintain and troubleshoot HVACR systems. This hands-on course follows the industry recognized National Center of Construction Education & Research (NCCER) curriculum and covers NCCER's Construction Core and HVAC Level 1 certifications. The program also provides 30-Hour OSHA and 10-Hour Site Safety training as well as preparation for EPA Section 608 Technician Certification, Certificate of Fitness F-60 (Fire Guard for Torch Operations) and Certificate of Fitness G-60 (Torch Use of Flammable Gas). ND

**Sep 14 - Dec 17 (52 sessions/260 hours)**  
**Mon - Thurs 5:00 PM - 10:00 PM**  
**\$2,858 HVAC101F26.T23.01.00**

# 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](http://www.laguardia.edu/TELC)  
**Address:** 29-10 Thomson Avenue, Room C-354  
Long Island City, NY 11101

## Intensive English Program (In Person)

Learn English for college, graduate school, or professional advancement in this academic program. Improve your reading, writing, listening, speaking, grammar, and pronunciation skills. (Authorized under Federal law to enroll international students on F-1 visas.)

**Registration and Payment Deadline: June 21**

**Jul 6 - Aug 27 (32 sessions/160 hours)**  
Mon - Thurs 9:00 AM - 2:30 PM  
\$1,710 TELC100U26.T12.01.00

## Evening Classes

Are you planning to enroll in a college or university program? Do you need to improve your English skills to advance your professional career? You can choose to study for 4 nights or 2 nights, in-person or online.

**Registration and Payment Deadline: June 16**

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

**Jul 6 - Aug 27 (32 sessions/80 hours)**  
Mon - Thurs 6:30 PM - 9:00 PM  
\$720 TELC300U26.T12.01.00

### Listening and Speaking (In Person)

**Jul 6 - Aug 26 (16 sessions/40 hours)**  
Mon & Wed 6:30 PM - 9:00 PM  
\$370 TELC310U26.T12.01.00

### Reading and Writing (In Person)

**Jul 7 - Aug 27 (16 sessions/40 hours)**  
Tues & Thurs 6:30 PM - 9:00 PM  
\$370 TELC320U26.T12.01.00

### Listening, Speaking, Reading and Writing (Online)

**Jul 7 - Aug 27 (16 sessions/40 hours)**  
Tues & Thurs 6:30 PM - 9:00 PM  
\$370 TELC600U26.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](http://laguardia.edu/careercoach) or Room B-117

\*Emsi

## Saturday Classes

Improve your listening, speaking, reading, writing, and grammar skills by using authentic language and materials that will help you function in your daily life, prepare for college, or get a better job.

**Registration and Payment Deadline: June 23**

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

**Jul 11 - Aug 29 (8 sessions/40 hours)**  
Sat 9:00 AM - 2:30 PM  
\$370 TELC400U26.T12.01.00

## REGISTER TODAY

to reach your education or career goals!



Online:

[laguardia.edu/acereg](http://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](http://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](http://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)

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## 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](mailto: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](mailto:clip@lagcc.cuny.edu)**

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



**Getting a high school equivalency diploma increases lifetime earnings by \$399,360, according to the U.S. Bureau of Labor Statistics.**

**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](mailto:hselaguardia@lagcc.cuny.edu)  
 Visit: [laguardia.edu/ce/abs](http://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](mailto:hsetuition@lagcc.cuny.edu)  
 Visite: [laguardia.edu/hse-espanol](http://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](mailto:dspeal@lagcc.cuny.edu)  
 Visit: [laguardia.edu/cunyfatherhood](http://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](mailto:wfrancis@lagcc.cuny.edu)  
 Visit: [laguardia.edu/ce/pathways-to-graduation](http://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](mailto:careerdevelopmentcenter@lagcc.cuny.edu)  
 Visit: [laguardia.edu/ce/career-development-center](http://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](http://laguardia.edu/hse).** (F)

# High School Equivalency



 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](http://laguardia.edu/careercoach) or Room B-117

## 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 2026

**El registro se realiza de forma en persona.**

Complete el formulario de registro en línea/"online"

[www.laguardia.edu/ce/hse-tuition-form](http://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/](http://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.

### Prueba de Nivel (Exámenes de Registro)

Durante nuestra sesión de matrícula, tomará un examen de ubicación para determinar su nivel de lectura, matemática y escritura. Si aprueba el examen de ubicación, podrá inscribirse en el curso de Equivalencia Bachillerato.

**Jul 7 - Ago 11 (1 sesión/3 horas) Martes 5:00 PM - 8:00 PM**  
**\$25 HSES099U26.T04.01.00**

### Equivalencia del Bachillerato en Español

**Sep 15 - Dic 3 (33 sesiones/99 horas) - Híbrida**  
**Lunes - En Línea, Martes y Jueves - Presencial**  
**6:00 PM - 9:00 PM \$355 HSES111F26.T04.01.00**

**Sep 9 - Dic 9 (27 sesiones/94 horas) - Híbrida**  
**Miercoles (6:00 pm - 9:00 pm) - En Línea**  
**Sabado (10:00 am - 2:00 pm) - Presencial**  
**\$355 HSES111S26.T04.02.00**

**Sep 15 - Dic 3 (33 sesiones/99 horas) - En Línea**  
**Lunes, Martes y Jueves 6:00 PM - 9:00 PM**  
**\$355 HSES111S26.T04.03.00**



**Building Skills and High School Equivalency Preparation**

**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](http://laguardia.edu/ce/abs)

# LaGuardia Community College GED<sup>®</sup> 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



Questions? Contact us: Adult Basic Skills  
29-10 Thomson Ave., Room C-400, Long Is City, NY 11101  
(718) 482 5385 | [hseлагuardia@lagcc.cuny.edu](mailto:hseлагuardia@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 Fall 2026 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

(718) 482-5137 [cunystart@lagcc.cuny.edu](mailto:cunystart@lagcc.cuny.edu)

To attend an info session visit [laguardia.edu/cunystart](http://laguardia.edu/cunystart) and sign up.



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



## LaGuardia Community College **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 **Office of Credit for Prior Learning** 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.

Take this opportunity to advance your education and future prospects!

To learn more visit [www.laguardia.edu/cpl](http://www.laguardia.edu/cpl) or email [CPL@lagcc.cuny.edu](mailto: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 5, 2026

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.



**SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP)**  
runs for six weeks from July through August  
**Ages 14-24**  
Earn NY State minimum wage

**CareerReady 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](http://www.laguardia.edu/syep) Contact [syep@lagcc.cuny.edu](mailto:syep@lagcc.cuny.edu) or (718) 482-5340



A career pathways program for out of work and out of school youth (ages 16-24)

**Find a permanent job or access further education and training!**

## Train & Earn



- > Comprehensive job training
- > Internship and job placement assistance in a healthcare field
- > Job readiness support (resume/cover letter building, mock interviews)
- > Weekly stipends and OMNY Cards
- > Vouchers for certification exams
- > Social and mental health services/support
- > Access to an array of offerings at LaGuardia Community College

For eligibility requirements visit [www.laguardia.edu/train-and-earn](http://www.laguardia.edu/train-and-earn).

For more information contact: [trainandearn@lagcc.cuny.edu](mailto:trainandearn@lagcc.cuny.edu)  
(718) 730-7572 TTY: (718) 662-1220  
Room C-314



## 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**

## LaGuardia Small Business Development Center (SBDC)

in partnership with

Queens College Outreach  
U.S. Small Business Administration (SBA)

### Business Workshop Series 2026

Local business owners, entrepreneurs, and those aspiring, join us for the following **FREE** virtual educational workshops.

*Grow or get started on your business today!*

#### CONTACT US

**Phone:** (718) 482-5303  
**Email:** sbdc@lagcc.cuny.edu  
**Room:** B-building, Suite BA02  
**Office Hours:** 9:00 AM – 5:00 PM  
**Website:** www.laguardia.edu/ce/sbdc



The NYS SBDC is partially funded by the U.S. Small Business Administration (SBA). The support provided through such funding does not constitute an express or implied endorsement of any co-sponsors' or participants' opinions, products, or services.

**Government Contracting III - Marketing to the Government Agencies**  
Wednesday, June 10, 2026 • 9:30 AM - 10:30 AM

[Register via Zoom](#)

**Selling to the Global Market & Export Plan**  
Wednesday, July 8, 2026 • 9:30 AM - 10:30 AM

[Register via Zoom](#)

**Starting a Business at 50+**  
Wednesday, August 12, 2026 • 9:30 AM - 10:30 AM

[Register via Zoom](#)

**Meet the Lenders**  
Wednesday, September 9, 2026 • 9:30 AM - 10:30 AM

[Register via Zoom](#)

**Grants for R&D: SBIR and STTR**  
Wednesday, October 14, 2026 • 9:30 AM - 10:30 AM

[Register via Zoom](#)

**Building a Blog for You and Your Business**  
Wednesday, November 11, 2026 • 9:30 AM - 10:30 AM

[Register via Zoom](#)

**How SBA Can Help You Start and Grow Your Business**  
Wednesday, December 16, 2026 • 9:30 AM - 10:30 AM

[Register via Zoom](#)

## 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](mailto: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](http://nyssbdc.org)  
 Call: (718) 482-5303  
 Email: [sbdc@lagcc.cuny.edu](mailto: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/](http://laguardia.edu/10ksb/)  
 Call: (718) 730-7400  
 Email: [10KSB@lagcc.cuny.edu](mailto: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](http://laguardia.edu/ce/pages/business-services/apex-accelerators)  
 Call: (718) 482-5289  
 Email: [ptac@lagcc.cuny.edu](mailto: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](http://laguardia.edu/capp)  
 Call: (718) 482-7244  
 Email: [aceprofessional@lagcc.cuny.edu](mailto:aceprofessional@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](http://laguardia.edu/cct)  
 Call: (718) 482-7244  
 Email: [cce@lagcc.cuny.edu](mailto:cce@lagcc.cuny.edu)

## Have you served in the military?



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

- 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

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

### LaGuardia's Veterans Resource Center can help you!

- 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>.



## Grants, Scholarships and Opportunities

### Financial Support Services for Continuing Educations 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.

**Next application deadline is August 3, 2026.**

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

#### Continuing Education Scholarships

For information on Continuing Education Scholarships see page 5.

#### Students Over 65

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

For more information call (718) 482-7244.

#### 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](http://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](http://access.nysed.gov/vr)

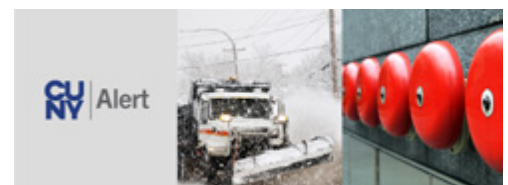
Vouchers are also accepted through the GI Bill and the Department of Veterans Affairs. For more information: [va.gov](http://va.gov)

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.



#### Sign up for CUNY Alert!

CUNY Alert allows you to receive text, email, and/or voice alerts of emergencies or weather-related closings on your CUNY campus.

[Click here: CUNY ALERT](#)

For Continuing Education students, scroll down to "For Guest Users" and click on "Everbridge Guest Portal."

Click "Don't have an account? Sign Up" at the bottom and follow instructions.



## 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](http://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](mailto: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

29-10 Thomson Avenue, Room C-107 • Long Island City, NY 11101

Phone: 718-482-5129 • Email: [rmouton@lagcc.cuny.edu](mailto: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/](http://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



# How to Register

Online: [laguardia.edu/acereg](http://laguardia.edu/acereg)

By phone: (718) 482-7244

Monday through Thursday 8:30 am - 6:30 pm

Friday - Saturday 8:30 am - 3:30 pm

## Payment

Payment is required at the time of registration. You may pay with cash or using a debit or credit card (MasterCard, Visa, American Express or Discover).

## Discounts

The Division of Adult & Continuing Education (ACE) offers discounts to the following groups: 30% tuition discount is offered to alumni association members, LaGuardia undergraduates, senior citizens (65+ years), faculty/staff and the families of faculty/staff. 30% tuition discount is offered to the children of undergraduates and to the children of faculty/staff. 50% tuition discount is offered to public assistance recipients. Only one discount can be applied per course. Discounts and waivers apply to all courses except those designated ND.

To receive a tuition discount you must register no more than three working days prior to the start of the selected course and show appropriate ID. All discounted registrations are subject to space availability. Call (718) 482-7244 for more information.

## Delinquent Payments

The College reserves the right to withhold the privileges of class attendance, use of facilities and services, and access to certificates of completion from students delinquent with payments.

## Refund Policy

### For courses under \$299

- 100% (-\$20 per course) if written request received 3 business days prior to 1st day of class
- 50% (-\$20 per course) if written request received prior to second week of classes

### For courses \$299 and above or more than 50 hours of instruction

- 100% (-\$20 per course) if written request received 3 business days prior to 1st day of class
- 75% (-\$20 per course) if written request received prior to completion of 10% of class hours
- 50% (-\$20 per course) if written request received prior to completion of 20% of class hours

\$20 will be deducted from refunds as shown above up to a limit of \$40.

Allow 4-6 weeks to receive refunds for payment made by check or cash.

Allow 2 billing cycles for credit charges to reflect refund on monthly statements.

Credit Card/Debit Card payments are refunded back to the original card used at time of purchase.

Members of the military needing to withdraw from class at short notice will be considered on a case-by-case basis.

## Financial Assistance

Many employers and/or unions provide tuition reimbursement or direct funding. Members of DC-37 or Local 1180 may apply for reimbursement on a per course basis. Call DC-37 at (212) 815-1663 or Local 1180 at (212) 966-5353 for details and courses.

## Payment Plans

For information call (718) 482-7244.

## Materials

Tuition/registration fees do not include the cost of course materials to be used in classes/seminars except where indicated.

## College Policies

### Equal Opportunity and Affirmative Action

LaGuardia Community College is an Equal Opportunity and Affirmative Action Institution. The College does not discriminate on the basis of race, color, national or ethnic origin, religion, age, sex, sexual orientation, transgender, genetic predisposition or carrier status, citizenship status, veteran or marital status in its student admissions, employment, access to programs, and administration of educational policies.

## Course Cancellations

100% refund for courses cancelled by the College. The College reserves the right to cancel or withdraw courses from the catalog and to change course curricula and scheduling. The College also reserves the right to withdraw and substitute instructors.

## Updates

Course and program schedules as well as tuition may change due to unexpected circumstances. For the most up-to-date schedules please visit [laguardia.edu/acereg](http://laguardia.edu/acereg).

## Student Conduct Code

Academic dishonesty and disciplinary misconduct is prohibited in the City University of New York and is punishable by penalties ranging from a grade of "F" on a given test, research paper or assignment, to an "F" in the course, or suspension or expulsion from the College. Academic dishonesty includes cheating, plagiarism, Internet plagiarism, obtaining unfair advantage, falsification of records and official documents, and misconduct on internships.

Because academic dishonesty violates everyone who depends on the integrity of the College, its degrees, certificates and courses, the College has the responsibility of making every effort to maintain the highest standard of academic integrity and conduct. All Adult and Continuing Education (ACE) students are bound by the same academic integrity and disciplinary rules of conduct explained in the [LaGuardia Community College Student Handbook](#).

Grievances and decisions are handled by ACE's Vice President and Deans.

# How to Get to LaGuardia Campus



The college campus is located on Thomson Avenue, between Van Dam Street and Skillman Avenue. See the map to locate specific buildings.

## By Car:

From Queens and Brooklyn, take the Long Island Expressway and exit at Van Dam Street. From the Bronx, take the Brooklyn-Queens Expressway and exit at Queens Boulevard west, and from Manhattan, take the 59th Street bridge to Queens Blvd.

## By Subway:

- 7 train 33rd Street station
- N, W trains at Queensboro Plaza station, transfer to #7
- E, M trains Queens Plaza or 23rd-Ely/Court Square station
- F, R trains Queens Plaza station
- G train 23rd-Ely/Court Square station

## By Bus:

- Q60, Q32 Queens Boulevard and Skillman Avenue
- Q39 Thomson and Van Dam Street
- B62 Thomson and Jackson Avenue

## Bike Parking:

Racks are available on Van Dam Street, in front of the E building, and near the parking lot on 29th Street by the C Building.

## LaGuardia Address:

- C Building 29-10 Thomson Ave
- B Building 30-20 Thomson Ave
- E & M Building 31-10 Thomson Ave

LaGuardia Community College / CUNY

DIVISION OF ADULT AND  
CONTINUING EDUCATION

31-10 Thomson Avenue  
Long Island City, NY 11101



Continuing  
Education



**HONED** study habits and practical skills

**EARNED** valuable medical certifications

**LANDED** a job in a major healthcare facility

**To learn more about LaGuardia's healthcare programs see pages 14 - 20.**

## JUSTIN BOURQUE

Justin Bourque chose LaGuardia's Certified Clinical Medical Assistant (CCMA) Program as the first step towards a professional career. Being urged out of his comfort zone while receiving the support he needed, he's now working in a clinical setting and is poised to succeed in the healthcare field.

**Read his story on page 14.**