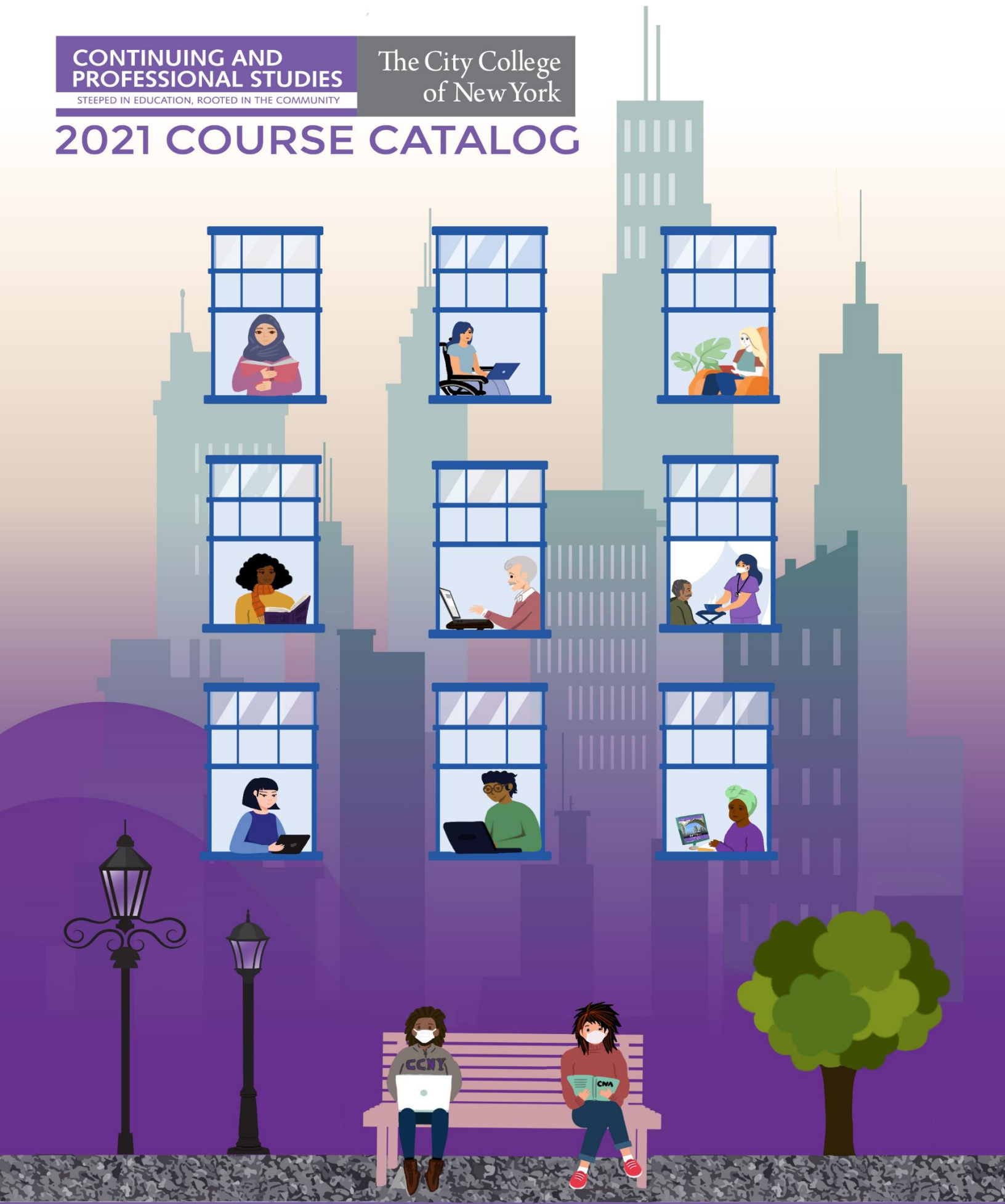


**CONTINUING AND  
PROFESSIONAL STUDIES**  
STEEPED IN EDUCATION, ROOTED IN THE COMMUNITY

The City College  
of New York

# 2021 COURSE CATALOG



# ACADEMIC CALENDAR

Friday, January 1	New Year's Day Observed	Office Closed & No Classes
Saturday, January 16 - Monday, January 18	Martin Luther King Jr Day	Office Closed & No Classes
Friday, February 12	Lincoln's Birthday	Office Closed & No Classes
Saturday, February 13 - Monday, February 15	Presidents Day Weekend	Office Closed & No Classes
Saturday, March 27 - Friday, April 2	Spring Break	No Classes
Saturday, April 3 - Sunday, April 4	Easter Weekend	Office Closed & No Classes
Saturday, May 29 - Monday, May 31	Memorial Day Weekend	Office Closed & No Classes
Friday, June 18	Juneteenth	Office Closed & No Classes
Friday, July 3 - Sunday, July 5	Independence Day Weekend	Office Closed & No Classes
Saturday, September 4 - Monday, September 6	Labor Day Weekend	Office Closed & No Classes
Monday, September 6 - Wednesday, September 8	Rosh Hashanah	No Classes
Wednesday, September 15	Yom Kippur	No Classes
Saturday, October 9 - Monday, October 11	Columbus Day Weekend	Office Closed & No Classes
Thursday, November 25 - Sunday, November 28	Thanksgiving Break	Office Closed & No Classes
Tuesday, December 21 - Sunday, January 2, 2022	Winter Break	Office Closed & No Classes

# TABLE OF CONTENTS

## CONTINUING & PROFESSIONAL STUDIES POLICIES

General Policies .....	2
General Policies Cont. ....	3

## ALLIED/HEALTH ADMINISTRATION

Online Certified Billing & Coding Specialist (CBCS).....	4
Medical Interpreter .....	5
Pharmacy Technician Certificate .....	6
Certified Nursing Assistant (CNA) .....	7
Certified Clinical Medical Assistant (CCMA) .....	8
Certified Medical Administrative Assistant (CMAA) .....	9
Medical Terminology.....	9
Online/Hybrid Home Health Aide (HHA).....	10
Certified Professional Coder (CPC).....	11

## LANGUAGE SKILLS

The English Language Institute (ELI).....	12
---	----

## COMPUTERS/INFORMATION TECHNOLOGY

Web Development Certificate .....	13
Programming with Python .....	14

## ONLINE COURSES

SKILL DYNAMICS ONLINE INTERNATIONAL PROCUREMENT CERTIFICATION .....	15
ED2GO .....	16

## TRAVEL DIRECTIONS

Travel Directions & Map .....	17
Note .....	18

## CPS POLICIES

### HOW TO REGISTER

Online [www.cps.ccny.edu/cps](http://www.cps.ccny.edu/cps)

By Phone (212) 650-7312

By Email [ace@ccny.cuny.edu](mailto:ace@ccny.cuny.edu)

YOU MAY BE ELIGIBLE FOR TUITION ASSISTANCE OR VOUCHERS FOR MANY OF OUR COURSES

### ENROLLMENT REQUIREMENT

You must have a High School Diploma/GED to enroll in most of our certificate programs.

### PAYMENT PLANS

Students may apply for a payment plan on open courses with tuition of \$500 or above. Payment plans must be done in person. If interested, please visit the Office of Continuing and Professional Studies. A 50% payment is required for payment plans, some exceptions may apply, and a credit/debit card must be maintained on file. Full tuition must be paid before the course begins.

### REFUND POLICY

If CPS cancels a course, a 100% refund, including the registration fee, will be given. If a student cancels, a refund request must be submitted in writing (via email or in person) five business days prior to the first day of class. If the student withdraws at least five business days prior to the first day of class, a 100% refund will be given (less the \$25 registration fee).

There are no refunds on one or two day workshops, unless class is not offered. Non-attendance does not constitute a withdrawal or request for refund. A refund takes approximately 6 to 8 weeks after the Office of Continuing and Professional Studies receives the request. Refunds are credited to the card charged. Money orders and business check payments are refunded with check mailed 6 to 8 weeks after a course withdrawal or cancellation has been approved. Refunds are not given after the first class session.

### GRANTS AND SCHOLARSHIPS

#### HELENA RUBINSTEIN CAREER SUCCESS SCHOLARSHIP

This scholarship fund, which is generously supported by the Helena Rubinstein Foundation, is the first program at CUNY for individuals enrolled in continuing education programs. It is open to individuals seeking to advance their careers through education and training, and do not have access to other funding sources.

For more information, please contact The City College of New York, Continuing Professional Studies office or visit <http://www2.cuny.edu/academics/cpe/helena-rubinstein-scholarship/how-to-apply/>

#### INDIVIDUAL TRAINING GRANTS (ITG)

Advance your Career through Occupational Training ITG vouchers allow you to receive specialized training to find a new job or advance in your career at a very low cost. For more information, visit your local Workforce 1 Center.

#### WORKFORCE INVESTMENT ACT

(WIA) Vouchers may be available for individuals who are unemployed, dislocated, disabled, youth (14 to 21 meeting certain requirements) or displaced workers. For more information, please visit <http://www.workforcenewyork.org>.

### HUMAN RESOURCE ADMINISTRATION

CPS is a Human Resource Administration (HRA) approved provider.  
For more information and requirements, please visit [www.nyc.gov/html/hra](http://www.nyc.gov/html/hra)

### **EMPLOYER REIMBURSEMENT**

Vouchers/Tuition reimbursement may be available through your employer. Contact the Human Resources, Personnel or Training department at your place of employment to receive information.

### **DISCOUNTS**

1. Senior citizens receive a discount of \$25 for any open course costing \$99 or more (except computer courses).
2. CCNY faculty, staff, and students receive a 10% discount on courses (except where exclusions may apply).
3. Receive 10% discount on tuition when your referral registers for a class of equal or greater value.

To receive a tuition discount you must show appropriate ID to demonstrate you are currently studying or working at CCNY. Discounts cannot be combined with other offers. Discounts are not available for all classes.

### **COURSE CANCELLATION**

Continuing and Professional Studies courses are subject to a minimum enrollment. We reserve the right to cancel any class that does not meet the minimum enrollment required. If a course is cancelled, students will receive a full refund or speak to staff for additional options.

### **CLASSROOM LOCATION**

Classroom information will be emailed to students, before the start of class.

### **CERTIFICATE REQUIREMENTS**

Our certificate programs are designed to equip individuals with the appropriate level of skills in the least amount of time possible to prepare for the workforce. Most programs require at least a High School diploma or Test to Assess Secondary Completion (TASC), formally GED, for entry. Please refer to the specific certificate program to determine requirements or visit our website: [www.cps.ccny.edu](http://www.cps.ccny.edu)

### **GRADES**

Any Incomplete grades should be resolved with your instructor within 2 weeks of the course finish date. This is not applicable to all courses. All final grades will be submitted 2 weeks after the class finishes by your instructor to our office.

### **WEATHER CLOSING**

CCNY is occasionally closed due to extreme weather conditions. In the event of a blizzard or other hazardous weather conditions, please call 212-650-7000 or visit the CCNY website, <https://www.ccny.cuny.edu> for more information.

# ONLINE CERTIFIED BILLING AND CODING SPECIALIST (CBCS)

CERTIFIED BY THE NATIONAL HEALTHCARE ASSOCIATION (NHA)



**PEREQUISITE:** High School Diploma or GED/HSE

This new 170-hour synchronous online course includes the process of submitting and following up on claims with health insurance companies in order to receive payment for services rendered by a healthcare provider. This course is designed for anyone who has the desire to work as a Certified Medical Billing and Coding Specialist in any outpatient medical facility such as physicians' offices, clinics, outpatient hospital settings, and other related facilities. MedStar Billing Technology and Resources, the instructional provider, offers over a decade of experience as a healthcare transaction processing service and training provider.

**The course has two sections (sections can be taken in any order) Both sections are required to complete the course and satisfy testing requirements.**

All instructors are CBCS AAPC- CPC and CPC-I certified with at least 10 years of experience as coders and coding instructors.

Upon completion of the course students are encouraged to take the Certified Billing and Coding Specialist certification examination by the National Health Career Association.

**According to the US Department of Labor outlook handbook,**

*“the employment of medical records and health information technicians is projected to grow 11 percent from 2018 to 2028, much faster than the average for all occupations. The demand for health services is expected to increase as the population ages. The median annual wage for medical records and health information technicians was \$40,350 in May 2018.”*

**TOTAL COURSE HOURS: 170**

**Part I: Medical Terminology, The Insurance Specialist,  
The Basics of Medical Insurance, Managed Care**

**74 Hours**

**(21 Live Virtual Classroom Hours, 53 Written Assignment  
and Exam Hours)**

**SPRING 2021**

SAT **\$999\***  
APR 24 - JUN 5 9:00AM – 12:00PM

**FALL 2021**

SAT **\$999\***  
SEPT 11 – OCT 23 9:00AM – 12:00PM

**Part II: ICD-10-CM, CPT, CMS 1500 Form,  
Cloud Based Computerized Billing**

**96 Hours Total**

**(27 Live Virtual Classroom Hours, 69 Written Assignment  
and Exam Hours)**

**SPRING 2021**

SAT **\$1,249\***  
FEB 6 – APR 17, 2021 9:00AM – 12:00PM

**SUMMER 2021**

SAT **\$1,249\***  
JUN 12 – AUG 7, 2021 9:00AM – 12:00PM

**FALL 2021**

SAT **\$1249\***  
OCT 30 – JAN 8, 2021 9:00AM – 12:00PM

*\*\$25 Non-Refundable Registration Fee, Exam Fee, and Books Not Included in Tuition  
Payment Plans Available*

**THIS CLASS IS BEING OFFERED ONLINE ONLY**

# ONLINE MEDICAL INTERPRETER CERTIFICATE

ACCREDITED BY THE INTERNATIONAL MEDICAL INTERPRETERS ASSOCIATION (IMIA)

PREREQUISITE: High School Diploma or GED/HSE

This 102-hour course is designed to train entry-level medical interpreters in English/Spanish and meet the needs of doctors’ offices, hospitals, emergency rooms, and other medical facilities since the need for telephone interpreters is greater.

This Certificate in Medical Interpreting is the only one of its kind to incorporate Telephonic Interpreting as part of its curriculum.

*TEXTBOOK AND \$25 NON-REFUNDABLE REGISTRATION FEE INCLUDED IN TUITION*

<u>SPRING 2021</u>		<u>FALL 2021</u>	
34 Sessions   102 Hours		34 Sessions   102 Hours	
MON & WED	<b>\$1,649*</b>	MON & WED	<b>\$1,649*</b>
FEB 22 – JUNE 28	6:00 PM - 9:00 PM	SEP 20 - FEB 9, 2022	6:00 PM - 9:00 PM
		17 Sessions   102 Hours	
		SAT	<b>\$1,649*</b>
		SEPT 18 – FEB 5, 2022	10:00 AM - 4:00 PM

*Interpreters will Experience a 19% Job Outlook increase from 2018 – 2028.*

*- Source: Bureau of Labor Statistics*

*“The instructor is beyond excellent. The class is amazing!”*

*- Mark Bennett*

# ONLINE PHARMACY TECHNICIAN CERTIFICATE

CERTIFIED BY THE PHARMACY TECHNICIAN CERTIFICATION BOARD (PTCB)



**PREREQUISITE:** High School Diploma or GED/HSE

This 75-hour certificate program prepares students to follow a rewarding career path in the industry. Topics covered include Pharmacy Law, Human Anatomy and Physiology, Medical Terminology and Pharmacology. (Prior knowledge of arithmetic and pre-algebra required to prepare and dispense drugs.)

Students learn about serving patients, maintaining medication inventory control systems, and managing a pharmacy. Students also prepare for the Pharmacy Technician Certification Examination (PTCE), a nationally recognized certification examination administered by the Pharmacy Technician Certification Board (PTCB).

## SPRING 2021

25 Sessions | 75 Hours

TUES & THUR  
FEB 4 – MAY 6  
6:00 PM - 9:00 PM

**\$750\***

## SUMMER 2021

25 Sessions | 75 Hours

TUES & THUR  
JUN 1 – AUG 24  
6:00 PM - 9:00 PM

**\$750\***

15 Sessions | 75 Hours

SAT  
FEB 20 – JUN 19  
10:00 AM - 4:00 PM

**\$750\***

## FALL 2021

15 Sessions | 75 Hours

SAT  
SEPT 18 – JAN 22, 2022  
10:00 AM - 4:00 PM

**\$750\***

25 Sessions | 75 Hours

TUES & THUR  
SEPT 21 – DEC 16  
6:00 PM - 9:00 PM

**\$750\***

*\*\$25 Non-Refundable Registration Fee, Exam Fee, and Books Not Included in Tuition  
Payment Plans Available*

**THIS CLASS IS BEING OFFERED ONLINE ONLY**

*\*\$25 Non-Refundable Registration Fee Not Included in Tuition  
Payment Plans Available*



## ONLINE CERTIFIED NURSING ASSISTANT (CNA)

**PREREQUISITE:** High School Diploma or GED/HSE

This 130-hour program is approved by New York State Education Department and provides both classroom instruction and a 30- hour clinical externship. Coursework includes anatomy and physiology, basic life support, and the fundamentals of patient care. During the final six weeks of class, students are assigned to a clinical externship in a nursing home.

CNAs work under the supervision of a registered nurse (RN), licensed practical nurse (LPN), physician assistant (PA), nurse practitioner (NP), medical doctor or other supervisory staff in a healthcare facility. Students will learn how to assist patients with daily living tasks and provide basic care services such as bed making, grooming, and taking vital signs.

If the clinical rotation is not completed in the class for which you registered, you will be required to pay a fee for a newly scheduled clinical rotation. Textbooks, medical exam, uniform, CPR certification, and certification exam fee not included in tuition.

**Due to COVID-19, please call us at (212) 650-7312 for updated clinical information.**

### SPRING 2021

43 Sessions | 130 Hours

MON-THUR **\$1,199\***  
 FEB 22 – MAY 12 6:00PM - 9:00 PM

22 Sessions | 130 Hours

SAT **\$1,199\***  
 APR 10 – SEPT 25 9:00AM - 4:00 PM

### SUMMER 2021

43 Sessions | 130 Hours

MON-THUR **\$1,199\***  
 JUN 1 – AUG 16 6:00PM - 9:00 PM

### FALL 2021

43 Sessions | 130 Hours

MON-THUR **\$1,199\***  
 SEPT 13 – NOV 30 6:00PM - 9:00 PM

22 Sessions | 130 Hours

SAT **\$1,199\***  
 OCT 2 – APR 9, 2022 9:00AM - 4:00 PM

*\*\$25 Non-Refundable Registration Fee, Exam Fee, and Books Not Included in Tuition  
 Payment Plans Available*

**THIS CLASS IS BEING OFFERED ONLINE ONLY**

# ONLINE/HYBRID CERTIFIED CLINICAL MEDICAL ASSISTANT (CCMA)

CERTIFIED BY THE NATIONAL HEALTHCARE ASSOCIATION (NHA)

PREREQUISITE: High School Diploma or GED



This 472-hour online course is designed to prepare students to work as multi-skilled health professionals, and perform administrative and designated clinical duties under the direction of a physician. Administrative duties may include scheduling appointments, maintaining medical records, billing and coding for insurance purposes. Clinical duties may include taking and recording vital signs and medical histories, preparing patients for examinations, drawing blood and administering medications as directed by a physician. With the integration of these two skills students will gain sufficient knowledge to perform a variety of a medical assistant tasks and to prepare individual for the National Health career Association certification examination. Most medical assistants work in physicians' offices, hospitals, outpatient clinics, and other healthcare facilities.

The clinical part of the course will be in the classroom setting and the administrative part is offered online only which incorporates two innovative software: **Moodle.org and Bluejeans.com.**

Upon completion of the course students are encouraged to take the Certified Clinical Medical Assistant certification examination by the National Health career Association. **NHA examination fee is not included in tuition**

### According to the US Department of Labor outlook handbook,

*“the employment of medical assistants is expected to grow 23 percent from 2018 to 2028, much faster than the average for all occupations. MA job postings increased at least 9% each year. The growth of the aging baby-boom population will continue to increase demand for preventive medical services, which are often provided by physicians. As a result, physicians will hire more assistants to perform routine administrative and clinical duties, allowing the physicians to see more patients.”*

Having CCMA accredited certification can help you stand out. MA has ladder opportunities to become a patient coordinator, health coach, health manager and patient navigator.

### SUMMER 2021

118 Virtual Live Sessions | 472 Hours

TUE, WED, THUR

**\$4,499\***

AUG 3 – JUN 23, 2022

9:00AM – 12:00PM

### REGISTER EARLY FOR PAYMENT PLAN

*\*25 Non-Refundable Registration Fee Not Included in Tuition*

**THIS CLASS IS BEING OFFERED ONLINE ONLY**

## ONLINE CERTIFIED MEDICAL ADMINISTRATIVE ASSISTANT (CMAA)

**PREREQUISITE:** High School Diploma or GED/HSE

*CERTIFIED BY THE NATIONAL HEALTHCARE ASSOCIATION (NHA)*



This 262- hour synchronous online Certified Medical Administrative Assistant course is designed to prepare students as a multi-skilled allied health professional in any healthcare facility to perform administrative office procedures with the integration of an electronic health record system. This includes tasks in outpatient or ambulatory care facilities such as handling incoming and outgoing calls, scheduling appointments, insurance eligibility verification, follow up denials, accounts receivable, process pre-authorization, referrals billing, and bookkeeping.

### REGISTER EARLY FOR \$500/MO PAYMENT PLAN

FALL 2021

66 Virtual Live Sessions | 262 Hours

TUE, WED, THUR

**\$2,499\***

AUG 3 – FEB 2, 2022

5:30PM - 9:30 PM

*\*\$25 Non-Refundable Registration Fee and NHA Examination Fees Not Included in Tuition  
Payment Plans Available*

**THIS CLASS IS BEING OFFERED ONLINE ONLY**

## ONLINE MEDICAL TERMINOLOGY

**PREREQUISITE:** High School Diploma or GED/HSE

*CERTIFIED BY THE NATIONAL HEALTHCARE ASSOCIATION (NHA)*



This course presents a study of medical terminology, anatomy and physiology. It provides the opportunity to decipher unfamiliar terms, including definitions, abbreviations, usage and pronunciation. The course focuses on diseases that are frequently diagnosed and treated in the medical office setting. Basic anatomy and physiology, pathology, drug highlights, diagnostic and laboratory tests, as well as pharmacology are presented.

SUMMER 2021

21 Sessions | 82 Hours

TUE, WED, THUR

**\$895\***

AUG 3 – SEPT 29

6:00PM – 9:00PM

*\*\$25 Non-Refundable Registration Fee Not Included in Tuition  
Payment Plans Available*

**THIS CLASS IS BEING OFFERED ONLINE ONLY**

## ONLINE / HYBRID HOME HEALTH AIDE (HHA)

Home health aides provides health, safety and personal grooming assistance to clients in their homes or in residential settings. They generally include tasks like monitoring vitals, administering prescribed medications, assisting with personal hygiene, helping patients dress and groom, replacing dressings, and even preparing meals.

**16-hour live supervised practical training (SPT) is required and offered at appropriate locations.**

**TBA**

Call us or email us at (212) 650-7312 and [ace@ccny.cuny.edu](mailto:ace@ccny.cuny.edu) for more information.

**THIS CLASS IS BEING OFFERED ONLINE ONLY**

---

## CERTIFIED PROFESSIONAL CODER (CPC-AAPC)



**PREREQUISITE:** High School Diploma or GED/HSE

The Office of Continuing and Professional Studies (CPS) at The City College of New York (CCNY) is proud to launch its very first “Online Certified Professional Coder course, in partnership with MedStar Billing Technology and Resources, a company that provides healthcare transaction processing services for doctors and an innovator in providing training to healthcare professionals for over a decade. **MedStar is an approved AAPC provider.**

This 200- hour synchronous online Certified Professional Coder course includes the principles of transforming, abstracting and analyzing clinical healthcare diagnosis, procedures, medical services, and equipment into universal medical alphanumeric codes taken from medical record documentation. This integrates with the three main required code books: Current Procedural Terminology (CPT), International Classification of Diseases-10–Clinical Modification (ICD-10-CM) and Healthcare Common Procedure Coding System (HCPCS Level II). Course is designed for anyone who has the desire to work as a medical coder in any outpatient setting and prepare for AAPC’s CPC certification examination.

A Certified Professional Coder works as Medical Coder, Medical Records Technician, Medical Record Field Reviewer, Clinical Documentation Specialists, Clinical Reviewers, Medical Record Coders, Medical Abstractor, Project Field Reviewer, Payment Integrity Auditor (PIA) in any related outpatient setting.

The CPC title is nationally recognized as the gold standard for physician-based medical coding and the most recognized and respected medical coding certification in the healthcare industry.

All instructors are AAPC- CPC and CPC-I certified with at least 10 years of experience as coders and coding instructors.

Upon completion of the course students are encouraged to take the Certified Professional Coder by the American Academy of Professional Coders.

### *According to AAPC,*

*passing the CPC exam elevates your earning potential by greater than \$20,000 above annual salaries for persons without AAPC's [medical coding certification](#). And CPC salaries, average [\\$54,401 in 2018](#), maintain a 9% increase each year. What’s more, the demand for [certified medical coders](#) continues to grow, with a 22% rise in jobs projected by 2022.*

Students must pass the class with a minimum grade of 75% to qualify for exam.

### FALL 2021

200 Hours (100 Live Virtual Classroom Hours, 100

Written course work and Exam Hours) | 25 Sessions

TUE & SAT

**\$2299\***

OCT 19 – JAN 29, 2022

Tuesdays: 6:00 PM – 9:00 PM

Saturdays: 9:00 AM – 3:00 PM

*\*\$25 Non-Refundable Registration Fee IS Included in above Tuition Price*

*AAPC examination and membership fees are not included in Tuition*

*Payment Plans Available*

**THIS CLASS IS BEING OFFERED ONLINE ONLY**

**THE ENGLISH LANGUAGE INSTITUTE (ELI)**

**ONLINE**

The English Language Institute is open to International Students interested in preparing for American College or University studies. It is also open to those who want to study intensive English for personal or professional reasons.

**ENGLISH FOR INTERNATIONAL STUDENTS (F-1 VISA)**

**ONLINE**

If you would like to study English in the United States on an F-1 Visa or change your current visa status to F-1, you may apply using immigration form I-20 through The City College of New York Continuing and Professional Studies. Current F-1 Visa students may also transfer from another school. The program prepares students for the academic challenges of an American College or University.

F-1 STUDENTS MUST REGISTER FOR 15 WEEKS. TEXTBOOKS NOT INCLUDED IN TUITION.

TOTAL COST (5 WEEKS): **\$849** + \$25 *Non-Refundable Registration Fee.*

**SPRING 2021**

20 Sessions | 90 Hours

MON-THUR 9:30 AM - 2:30 PM

JAN 19 – FEB 23

MAR 1 – APR 8

APR 19 – MAY 20

**SUMMER 2021**

20 Sessions | 90 Hours

MON-THUR 9:30 AM - 2:30 PM

MAY 24 – JUN 28

JULY 6 – AUG 9

**FALL 2021**

20 Sessions | 90 Hours

MON-THUR 9:30 AM - 2:30 PM

AUG 16 – SEPT 23

OCT 4 – NOV 8

NOV 10 – DEC 15

**THIS CLASS IS BEING OFFERED ONLINE ONLY**

## WEB DEVELOPMENT CERTIFICATE

**PREREQUISITE:** High School Diploma or GED/HSE

This program will teach students the foundational knowledge needed to create a full stack (browser side & server side) application/website. Through this knowledge, you can start your path to a career in web development. You will be taught the fundamentals that can help you pass a technical interview and gain employment as a Full Stack Web Developer. Once you complete this certificate program, you will be able to build a Social Network type Website, your Portfolio Website, and your own Content Website. You will gain the knowledge to comfortable code in HTML, CSS, and JavaScript files to the Web. You will have a foundational knowledge of website creation and apply it to the planning, design, and development of your own web pages.

The first part of the course will focus on HTML & CSS, with a focus on basic knowledge and proper formatting and responsiveness of web pages. The second part of the course will focus on how JavaScript integrates with HTML & CSS on the browser side. This will go from the basics of JavaScript through learning how to write the JavaScript logic to build a properly functioning webpage. The third part of the course will focus on writing JavaScript from the server side. This will involve how to integrate with a database, how to write your own Application Programming Interface (API), and finally how the Browser Side (HTML, CSS & Front End JavaScript) integrates with the Server Side JavaScript code. In addition, you will learn the basics of the command line, the basics of GitHub (code collaboration website), and how to properly host your website on the internet.

**The knowledge students will learn in this certificate will prepare to fully understand the full web development stack and is also essential for technical employment and preparing students with the necessary knowledge to be a proficient web developer in the field.**

### **Technologies/Concepts to be learned:**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• HTML (Hypertext Markup Language)</li> <li>• CSS (Cascading Style Sheets)</li> <li>• Javascript</li> <li>• jQuery (Front End Javascript Library)</li> <li>• Twitter Bootstrap (CSS Library)</li> <li>• Command Line</li> <li>• Mac - Terminal</li> <li>• Windows - Git Bash</li> </ul> | <ul style="list-style-type: none"> <li>• Git (Command Line tool used to collaborate with Github)</li> <li>• Github (Code Collaboration Website)</li> <li>• Heroku (Free Hosting tool)</li> <li>• Shared Hosting with Namecheap (Hosting your own .com Website)</li> <li>• Google Firebase (Front-End Database)</li> <li>• Node.js (Server-Side Javascript Engine)</li> <li>• MySQL (Database Technology)</li> <li>• MySQL Developer (Database UI)</li> </ul> |
|--|--|

**TBA**

*\*\$25 Non-Refundable Registration Fee Not Included in Tuition*

**THIS CLASS IS BEING OFFERED ONLINE ONLY**

## PROGRAMMING WITH PYTHON

**PREREQUISITE:** High School Diploma or GED/HSE

Python is a general purpose, cross-platform programming language with clear, readable syntax that makes it an ideal introduction to the logic of programming. This course uses a comprehensive, hands-on curriculum designed to teach students a powerful programming language popular for creating business applications, web applications, and creating and performing data analysis. Learn to design, code, and debug programs using Python 3. No prior knowledge of programming is necessary. At the end of the course, you will have a fundamental understanding of the Python programming language. Learn real skills and apply them on a Python business or academic application as a final project for your portfolio.

**FALL 2021**

**20 Sessions | 60 Hours**

MON & WED

**\$599\***

SEPT 20 – NOV 29

6:00PM – 9:00PM

*"It is a privilege to study on this beautiful and well-equipped campus for such a reasonable price."*

*- Z. Sanford*

*\*\$25 Non-Refundable Registration Fee Not Included in Tuition  
Payment Plans Available*

**THIS CLASS IS BEING OFFERED ONLINE ONLY**



## SKILL DYNAMICS ONLINE INTERNATIONAL PROCUREMENT CERTIFICATION

**PREREQUISITES:** Student must be already active in procurement, contract management, or category management due to intense focus on application to your daily work.

The Office of Continuing & Professional Studies at The City College of New York is proud to partner with Skill Dynamics to offer courses for two International Procurement Certifications (CIPP & CIAPP). These courses provide online global certifications for e-learners looking to advance their career by obtaining the skills needed to purchase goods & services, fulfill purchase order creation, order tracking/management and price dispute resolutions. These certifications are ideal for those who are both looking to enter this global career field, and whom are currently in the field, but are looking to advance as well. Build professional and practical knowledge and competencies, while successfully advancing your procurement career.

Skill Dynamics has provided online procurement and supply chain training right from the start of the company in 2011. They offer high-impact digital procurement and supply chain training. To date, they've rolled out their personalized programs to over 300,000 delighted students in over 520 companies. The company rebranded in 2021 from Procurement Academy to Skill Dynamics.

### **Certified International Procurement Professional (CIPP) | 62 Hours**

Aimed at career starters who want to take on a more tactical rather than operational responsibility. This is a generalist approach to procurement, concentrating on basics, but focusing on tactical skills. Ideal for junior buyers looking for their first professional certification, it gives you a basic understanding of key procurement processes and helps build the professional knowledge and competencies employers are looking for.

**Example subjects covered include:**

- RFP Management & eSourcing
- (Advanced) Negotiation techniques
- Legal issues in procurement
- Finance essentials
- Procure to Pay (P2P) management
- Contract or Supplier Performance management
- Introduction to Project management

**TUITION: \$3,000 + \$25 Non-Refundable Registration Fee**

### **Certified International Advanced Procurement Professional (CIAPP) | 105.4 Hours**

Designed for more-seasoned procurement professionals wanting to improve hard skills and secure a more-strategic or managerial position. Strategic topics have a more prominent place in the curriculum.

**As well as the topics above, this program includes:**

- Strategic sourcing
- Legal & Economic aspects of contracts
- Cost management
- Category management
- SRM or Supplier Relationship management
- Value management
- Digital Procurement

**TUITION: \$3,995 + \$25 Non-Refundable Registration Fee**

## ED2GO

The City College Office of Continuing and Professional Studies, in partnership with Ed2Go, offers online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations. A team of professionals from each respective field, providing you with effective web-based learning programs, designs our programs. Instructors and mentors are actively involved in your online learning experience, responding to any questions or concerns, as well as encouraging and motivating you to succeed. Over 300 on-line courses under the categories listed below!

### CHOOSE A COURSE AND GET STARTED TODAY!

- Business and Professional
- IT and Software Development
- Management and Corporate
- Media and Design
- College Readiness
- Computer Applications
- Hospitality and Service Industry
- Computer Programming
- Skilled Trades and Industrial
- Software Development
- Sustainable Energy and Going Green
- Education
- Construction and Trades
- Healthcare and Fitness
- Language
- Interactive Poetry Workshop
- Online Human Resources Training
- Legal
- Writing

To register visit: <https://careertraining.ed2go.com/ccny>

For more information or assistance with registration, call (212) 650-7312



**BY TRAIN**

#1 local to 137th Street and Broadway. Walk east on 138th Street to Convent Avenue.

“A” or “D” EXPRESS, or the “B” or “C” LOCAL to 145th Street and St. Nicholas Avenue. Walk west one block to 145th Street and Convent Avenue, then south to 138th Street.

#4 or #5 EXPRESS or #6 LCAL to 125th Street and Lexington Avenue. Change there for the M-100 or M-101 bus to Amsterdam Avenue and 138th Street. Walk east one block to Convent Avenue.

METRO-NORTH to 125th Street and Park Avenue. Change there for the M-100 or M-101 bus to Amsterdam Avenue and 138th Street. Walk east one block to Convent Avenue

**SHUTTLE BUS**

Note: City College operates shuttle buses between the campus and the 125th Street and 145th Street (St. Nicholas Avenue) subway stations.

**BY CAR**

FROM THE WESTSIDE HIGHWAY TRAVELING NORTH OR SOUTH:

Exit at 125th Street, cross Broadway, one block; left on to Amsterdam Avenue; right on to 133rd Street one block; left on to Convent Avenue.

FROM THE EAST SIDE: From the FDR or the RFK Bridge to Harlem River Drive, exit at 135th Street to end, turn right on St. Nicholas Avenue, then left on to 141st Street, make left on Convent Avenue to campus.

**BY BUS**

M-4 or M-5 to Broadway and 137th Street. Walk east three blocks on 138th Street to Convent Avenue.

M-100 or M-101 to Amsterdam Avenue and 138th Street. Walk east one block to Convent Avenue

## LEGEND



**CCNY SHUTTLE BUS**  
Shuttle runs between W125th St. and W145th St. subways, The Towers, and Marshak.



**EMERGENCY TELEPHONE**  
There is an emergency phone inside every passenger elevator on campus.



**HANDICAPPED ACCESS**  
Access to Nat Holman Gym & Rooms 20 through 28 only.



**WELCOME CENTER**  
Visitor ID



**SEATING AREA**



**BIKE RACKS**



**BUS STOP**



**MAIN ENTRANCES**



NOTES

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

# CONTINUING AND PROFESSIONAL STUDIES

STEEPED IN EDUCATION, ROOTED IN THE COMMUNITY

# The City College of New York

