



### HOW TO BECOME A MYSTERY SHOPPER

Mystery shopping is a wonderful way to earn extra income and have fun while shopping, dining and evaluating customer service at local businesses! You will learn the ins and outs of mystery shopping including signing up with shopping companies, getting your first assignment, pitfalls to avoid and writing great reports.

**Minimum 5 students, maximum 20.**

260530	Sat	12:00-2:00 p.m.	02/03/18
<b>1 day</b>	<b>AEC1</b>	<b>101</b>	<b>Hayes \$35</b>

**Material Fee:** \$20 cash payable to instructor for workbook, "How to Become A Mystery Shopper" which includes hundreds of resources.

**Jennifer Hayes** has been teaching mystery shopping at Santa Ana College. She is a K-8 teacher at National University Academy and has been a teacher for 11 years.

### SCHOOL OF GOLF: ADULT AND JUNIOR GOLF

At the novice levels of the junior golfer we focus on establishing the basics of the game; golf swing technical skills, playing skills, object control and locomotion, physical fitness proficiency, history, rules, etiquette and most of all we have a lot of fun! Our Adult group lessons are designed for any student from the new golfer to seasoned player looking for instruction on the game, or a specific area of the game. Every group lesson includes the use of the practice facility during the lesson, and all training equipment used during the lesson. Each session may also include the use of an enhanced computer swing analysis system and specific drills. Whether you are a beginner or avid golfer, Jeff will maximize your golf experience.

**Minimum 3 students, maximum 5.**

# GOLF



### RATIONALLY ELOQUENTLY BRILLIANT GOLF: SERIOUSLY!!!

Its golf superiority, guaranteed! Stresses golf mechanics such as grip, address, alignment, stance and swing/tempo. In the Intermediate-Advanced levels, lessons are designed to address the most critical aspects of the short game; pitching, chipping, putting and precisely "reading the green".

**Minimum 5 students, maximum 16. Minimum age 17.**

**Material Fee:** \$15 cash payable to the instructor at first class meeting. Practice facility charges \$10 for jumbo basket of range balls, \$9 for a large basket and \$3 for small.

**Requirements:** Students in both levels should have pitching wedge (PW), sand Wedge (SW), 9-Iron and putter at first class meeting. For intermediate to advanced-level students, #1 club (driver) or woods are required.

#### Rowland Heights Golf Center

270101	Sat	9:00-11:00 a.m.	01/20/18-02/17/18
270102	Sat	9:00-11:00 a.m.	02/24/18-03/24/18
270103	Sat	9:00-11:00 a.m.	04/07/18-05/05/18
270106	Sun	9:00-11:00 a.m.	01/21/18-02/18/18
270107	Sun	9:00-11:00 a.m.	02/25/18-03/25/18
270108	Sun	9:00-11:00 a.m.	04/08/18-05/06/18
<b>5 wks</b>	<b>Rowland Heights Golf Course</b>	<b>Barrientos</b>	<b>\$125</b>

**Roland Barrientos** a golf specialist with Los Angeles County and the L.A. Junior Golf Foundation holds performance clinics locally and internationally.

<b>Junior Golf Ages 8-14 years old</b>			
270213	Wed	5:30-6:30 p.m.	02/28/18-03/14/18
270214	Wed	5:30-6:30 p.m.	04/04/18-04/18/18
270215	Wed	5:30-6:30 p.m.	05/02/18-05/16/18
<b>Adult Golf</b>			
270230	Wed	6:30-7:30 p.m.	02/28/18-03/14/18
270231	Wed	6:30-7:30 p.m.	04/04/18-04/18/18
270232	Wed	6:30-7:30 p.m.	05/02/18-05/16/18
<b>3 wks</b>	<b>Diamond Bar Golf Course</b>	<b>Hirose</b>	<b>\$80</b>

**Material Fee:** \$10 cash payable to the instructor at the first class meeting. Materials include driving range ball fees and course fees.

**Jeff Hirose**, a native of golf-friendly Hawaii, is a GPA apprentice and a Certified Titleist Performance Institute Instructor who brings a life-long enthusiasm to teaching the game of golf. His background includes a decade of professional golf instruction at all levels of learning at several Southern California Courses. Jeff will bring in-depth knowledge and firmly believes that golf instruction should be enjoyable for all golfers.

### LOAN SIGNING SPECIALIST

Loan and Mortgage Companies need the service of trained and certified personnel. This is the work for a California State Notary Public. However, just being a notary is not good enough for today. Companies in the loan industry want notaries to have additional training in the real estate field.



This class provides the notary with the skills and abilities of a Loan Signing Specialist. This course will cover the duties from the initial contact with the borrowers, to the completion and return of the loan document package. With interest rates low, many homeowners are refinancing their existing loans. On the successful completion of the take home exam, students are provided with a Certificate suitable for framing. The test is optional and the cost is \$30.

**Minimum 1 student, maximum 22.**

280306	Mon	5:00-9:00 p.m.	02/05/18
<b>1 day</b>	<b>AEC1</b>	<b>106</b>	<b>Peavyhouse \$70</b>
280307	Tue	5:00-9:00 p.m.	04/10/18
<b>1 day</b>	<b>AEC1</b>	<b>101</b>	<b>Peavyhouse \$70</b>

**Material Fee:** \$45 cash payable to the instructor for Loan Signing Specialist Study Guide.

### CALIFORNIA STATE NOTARY PUBLIC

California needs additional professional Notaries for the expanding financial, real estate, business and law professions. Become a more valuable employee or own your own business. This class will provide the new or previously commissioned Notary with the education to take the State examination. The State proctors (CPS) will administer the State Notary Public examination after the 6 hour approved course is completed. Due to State examination testing standards, seating is limited. **Minimum 1 student, maximum 22.**

**Note:** The student needs to bring:

- Valid Driver's License, ID Card, Passport, or military ID.
- A check, cashier's check, or money order for \$40 made out to the "Secretary of State" in order to take the exam. (DO NOT combine any other fees with this check amount).
- Two #2 pencils for taking the State exam.

280301	Sat	8:00 a.m.-4:30 p.m.	01/27/18
280302	Sat	8:00 a.m.-4:30 p.m.	04/07/18
<b>1 day</b>	<b>AEC1</b>	<b>103</b>	<b>Peavyhouse \$70</b>

**Material Fee:** \$45 cash, credit cards or checks payable to the instructor at first class meeting for workbook, study guide and materials for the state.

**Thomas Peavyhouse** has been employed in the financial community for over 20 years. He has represented financial institutions at various companies including Microsoft and Apple. He currently has held Real Estate, Insurance and Securities licenses. He is a commissioned California Notary Public with an added certification in loan signing as an instructor.