THE CHALLENGE PROGRAM
Adults with Developmental Disabilities

Course Schedule | Fall 2023

These unique courses will help adults with developmental disabilities function more independently in the home, at work, and in the community. Of equal importance, students will have the opportunity to increase their social and community awareness by visiting Montgomery College and learning what it has to offer.
### Fall 2023: Class Schedule at a Glance

Please note that the classes listed below are in order by the DAY OF THE WEEK the class starts. See the DATES column for start and end dates.

<table>
<thead>
<tr>
<th>Days</th>
<th>Course Name</th>
<th>Time</th>
<th>Dates</th>
<th>Course #</th>
<th>CRN #</th>
<th>Instructor</th>
<th>Pg.</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>Art and Architecture</td>
<td>1–2:30 p.m.</td>
<td>9/11–11/13</td>
<td>SPP566</td>
<td>24222</td>
<td>S. Solyst</td>
<td>3</td>
</tr>
<tr>
<td>M</td>
<td>Get Physically Fit for Fall</td>
<td>5:30–7 p.m.</td>
<td>9/11–11/13</td>
<td>SPP263</td>
<td>24073</td>
<td>J. Solyst</td>
<td>4</td>
</tr>
<tr>
<td>M, W</td>
<td>Practical Life Skills: Introduction</td>
<td>9–10:30 a.m.</td>
<td>9/11–11/11</td>
<td>SSP573</td>
<td>24148</td>
<td>S. Solyst</td>
<td>6</td>
</tr>
<tr>
<td>M</td>
<td>Road Trip: Exploring the National Monuments and Parks of the East Coast and the Southern States NEW</td>
<td>11 a.m.–12:30 p.m.</td>
<td>9/11–11/13</td>
<td>SPP600</td>
<td>24223</td>
<td>S. Solyst</td>
<td>7</td>
</tr>
<tr>
<td>T, R</td>
<td>Adventures in Book Land NEW</td>
<td>10:15–11:45 a.m.</td>
<td>9/12–12/7</td>
<td>SPP603</td>
<td>24225</td>
<td>E. Ackerman</td>
<td>7</td>
</tr>
<tr>
<td>T</td>
<td>Money Math, How it Works NEW</td>
<td>5:30–7 p.m.</td>
<td>9/12–11/14</td>
<td>SPP428</td>
<td>24074</td>
<td>J. Solyst</td>
<td>5</td>
</tr>
<tr>
<td>T</td>
<td>News: What in the World is Going On?</td>
<td>1–2:30 p.m.</td>
<td>9/12–11/14</td>
<td>SPP581</td>
<td>24076</td>
<td>K. Corcelius</td>
<td>6</td>
</tr>
<tr>
<td>T, R</td>
<td>Painting with Words NEW</td>
<td>1:15–2:45 p.m.</td>
<td>9/12–12/7</td>
<td>SPP604</td>
<td>24309</td>
<td>E. Ackerman</td>
<td>7</td>
</tr>
<tr>
<td>W</td>
<td>Constellations: Stories in the Stars NEW</td>
<td>11 a.m.–12:30 p.m.</td>
<td>9/13–11/15</td>
<td>SPP601</td>
<td>24224</td>
<td>S. Solyst</td>
<td>3</td>
</tr>
<tr>
<td>W</td>
<td>Drawing Classical Cartoon Characters</td>
<td>1–2:30 p.m.</td>
<td>9/13–11/15</td>
<td>SPP567</td>
<td>24149</td>
<td>S. Solyst</td>
<td>4</td>
</tr>
<tr>
<td>W</td>
<td>Exciting Sports and Games for All</td>
<td>5:30–7 p.m.</td>
<td>9/13–11/15</td>
<td>SPP333</td>
<td>24072</td>
<td>J. Solyst</td>
<td>4</td>
</tr>
<tr>
<td>W</td>
<td>Make Music Together</td>
<td>10:30 a.m.–12 p.m.</td>
<td>9/13–11/15</td>
<td>SPP583</td>
<td>24227</td>
<td>K. Corcelius</td>
<td>5</td>
</tr>
<tr>
<td>R</td>
<td>Big Math Challenge NEW</td>
<td>5:30–7 p.m.</td>
<td>9/14–11/16</td>
<td>SPP541</td>
<td>24150</td>
<td>J. Solyst</td>
<td>3</td>
</tr>
<tr>
<td>R</td>
<td>Let Your Imagination Soar, Read More</td>
<td>10:30 a.m.–12 p.m.</td>
<td>9/14–11/16</td>
<td>SPP596</td>
<td>24075</td>
<td>K. Corcelius</td>
<td>5</td>
</tr>
<tr>
<td>R</td>
<td>Tech World: Computer Proficiency NEW</td>
<td>1–2:30 p.m.</td>
<td>9/14–11/16</td>
<td>SPP605</td>
<td>24310</td>
<td>K. Corcelius</td>
<td>7</td>
</tr>
<tr>
<td>F</td>
<td>Let’s Talk: Improving Your Conversation Skills NEW</td>
<td>9–10:30 a.m.</td>
<td>9/15–11/17</td>
<td>SPP602</td>
<td>24147</td>
<td>S. Solyst</td>
<td>5</td>
</tr>
<tr>
<td>F</td>
<td>Music and History of the 1970s NEW</td>
<td>10:30 a.m.–12 p.m.</td>
<td>9/15–11/17</td>
<td>SPP606</td>
<td>24226</td>
<td>K. Corcelius</td>
<td>6</td>
</tr>
<tr>
<td>F</td>
<td>Paint Party</td>
<td>11 a.m.–12:30 p.m.</td>
<td>9/15–11/17</td>
<td>SPP414</td>
<td>24078</td>
<td>S. Solyst</td>
<td>6</td>
</tr>
<tr>
<td>F</td>
<td>Paint Party</td>
<td>1–2:30 p.m.</td>
<td>9/15–11/17</td>
<td>SPP414</td>
<td>24077</td>
<td>S. Solyst</td>
<td>6</td>
</tr>
<tr>
<td>S</td>
<td>Drawing and Painting Disney Characters and Super Heroes</td>
<td>9–10:30 a.m.</td>
<td>9/16–11/18</td>
<td>SPP599</td>
<td>24618</td>
<td>R. Nalley</td>
<td>4</td>
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</tbody>
</table>

**Day Key:**
M=Monday T=Tuesday W=Wednesday R=Thursday F=Friday S=Saturday

**Building Key:**
CC=Campus Center PE=Physical Education SB=South Campus Instructional Building SC=Science Center SW=Science West TA=Theater Arts HU=Humanities
These unique enrichment courses help adults with developmental disabilities function more independently in the home, at work, and in the community. Of equal importance, students will have the opportunity to increase their social and community awareness by visiting Montgomery College and learning what it has to offer. Before class begins, please call 240-567-5188 for classroom assignments, changes, or cancellations.

For more information, please visit: www.montgomerycollege.edu/wdce

**Student Expectations:**
Students are expected to be able to navigate the Campus independently and must abide by the student code of conduct. Any violation may result in disciplinary action, including dismissal from the program.

For support services due to a disability, please contact Natalie Martinez at 240-567-4118.

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**Art and Architecture**

In this class, you will explore the fascinating world of modern architecture and learn about famous architects like Frank Lloyd Wright and I.M. Pei. You will learn about landscape architects such as Calvert Vaux who designed Central Park and Zaha Hadid who broke barriers as a female architect from Baghdad. Each week you will design or create artwork inspired by the architect of the day. For example, when you learn about Fran Gehry who designed the Walt Disney Concert House, you will design your very own magical building. You will draw geometric patterns, create structures for different habitats and design a rooftop garden. Bring your imagination to life in this class!

**Course:** SPP566 15 Hours
$160 + $69 fee = $229; NMR add $140

**Rockville Campus 009 SB**
CRN#: 24222 10 Sessions M
9/11-11/13 1-2:30 p.m.

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**Big Math Challenge** NEW

It’s time to strengthen your math skills; join us in this fun energetic class of numbers! You will study the basic concepts of math and it’s foundation: adding, subtracting, division and multiplication. You will have an understanding of budgeting, the use of coupons, reading for details and developing life and survival skills. You will understand credit cards, credit scores, bargaining, checkbook balancing and understanding your bank account. You will blend your math practice with the love of fitness and sports, using activities like subtraction bowling, football fractions and money games. You will master the necessary skills to become a math all-star!

**Course:** SPP541 15 Hours
$160 + $69 fee = $229; NMR add $140

**Rockville Campus 114 PE**
CRN#: 24150 10 Sessions R
9/14-11/16 5:30-7 p.m.

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**Constellations: Stories in the Stars** NEW

Are the stars out tonight? When you look up at the night sky there is a fascinating show going on up there. Humans have been watching those same stars for hundreds of thousands of years. Our ancient ancestors navigated the sea by the stars. They used the appearance of certain star groups to decide when to plant their crops or the best time to hunt. Our ancestors saw all kinds of stories written in the stars, they saw heroes monsters, queens and animals. You will learn the best time to see Orion the hunter (winter) and he is chased off by Leo the lion (spring) followed by Pegasus (fall). You will read the myths and legends of the night sky from many cultures-starting with the Navajo story of who hung the constellations. You will strengthen your reading skills, learn new vocabulary and learn how to find the constellations in the night sky.

**Course:** SPP601 15 Hours
$160 + $69 fee = $229; NMR add $140

**Rockville Campus 215 SB**
CRN#: 24224 10 Sessions W
9/13-11/15 11 a.m.-12:30 p.m.
Drawing and Painting Disney Characters and Super Heroes  

JUST ADDED FOR FALL!

Do you know the difference between drawing and painting? The difference between drawing and painting consists of the selected medium and surface. Whereas drawing is predominately practiced with dry media such as pencil, charcoal, or chalk on a paper surface, painting uses wet media such as acrylic paint or oil paint on canvas, wood, or a copper surface. Learn to draw and paint your favorite Disney characters and Super Heroes: Mickey Mouse, Stitch, Princess Ariel from the Little Mermaid, Frozen’s Princess Anna and more! You will have fun looking at all of the different characters and bringing them to life on your paper.

You will need the following supplies for class:
- pencils, acrylic paint in large tubes: red, blue, yellow, dark green, purple, white, brown and black,
- 18 x 24 watercolor paper and pictures of your favorite characters.

Course: SPP599  
15 Hours
$160 + $69 fee = $229; NMR add $140

Online: Structured Remote
CRN#: 24618  
10 Sessions  
S  
9/16-11/18  
9-10:30 a.m.

Drawing Classical Cartoon Characters

Do you love classic cartoon characters like Bugs Bunny and Daffy Duck or Mickey and Minnie Mouse? How about Fred Flinstone, the Pink Panther and Scooby Doo? We love the classic characters from the golden age of animation. Each week we will draw two characters from the cartoons of the 60s and 70s. You will receive step-by-step instruction and we will focus on the artistic elements of line, shape and form. You will learn basic techniques, poses and movements while drawing your cartoon characters. Join us as we learn to build valuable skills!

Course: SPP567  
15 Hours
$160 + $69 fee = $229; NMR add $140

Rockville Campus 009 SB
CRN#: 24149  
10 Sessions  
W  
9/13-11/15  
1-2:30 p.m.

Exciting Sports and Games for All

Put on your workout clothes and sneakers and join us as we learn to stay healthy through nutrition, exercise and cardio. You will learn about stretching, warming up, weight gain and weight loss, exercises and cardio. Understand the body weight composition for your health. You will learn about proper nutrition and exercise while enjoying a variety of exercises!

Bring a water bottle to each class.

Course: SPP333  
15 Hours
$160 + $69 fee = $229; NMR add $140

Rockville Campus (Room TBD)
CRN#: 24072  
10 Sessions  
W  
9/13-11/15  
5:30-7 p.m.

Get Physically Fit for Fall

Let’s get fit! You will learn a variety of cardio exercises, stretches, and impact moves to build cardiovascular muscle, and to tone and firm body muscles. Low-impact exercises can improve your health by increasing cardiovascular fitness, while minimizing injuries that can occur due to higher-impact exercise. Designed as a cardiovascular workout, you will improve coordination, muscle strength, and mobility, while promoting general well-being. Dress comfortably for class; bring a water bottle, small towel, and sneakers.

Course: SPP263  
15 Hours
$160 + $69 fee = $229; NMR add $140

Online: Structured Remote
CRN#: 24073  
10 Sessions  
M  
9/11-11/13  
5:30-7 p.m.

Graduate Transition Program

The Graduate Transition Program (GTP) at Montgomery College offers a college experience for students with developmental disabilities. GTP is a two-year, noncredit certificate program offering academic classes, job coaching, job development, career exploration, and social and recreational activities.

For information, contact Karla Nabors at 240-567-1660 or karla.nabors@montgomerycollege.edu
Let Your Imagination Soar, Read More
Excite your imagination and build reading comprehension through reading passages on a variety of topics. You will learn vocabulary and memory skills as well as join in lively conversations. Topics may include current events, mini mysteries, history, nonfiction and topics of interest to the students. Each class will include reading, answering questions, watching a video and discussion.

**Course: SPP596** 15 Hours
$160 + $69 fee = $229; NMR add $140

**Rockville Campus 214 SW**
CRN#: 24075 10 Sessions R
9/14-11/16 10:30 a.m.-12 p.m.

Let’s Talk: Improving Your Conversation Skills
*NEW*

Making and keeping friends depends on talking. How to handle bullies, arguments and conflict can be hard. Join this class to help you learn to handle conflict. You will learn how to start a conversation and keep it going, learn how to speak to others during conflicts and how to apologize effectively when needed. Good conversation skills can help you feel more comfortable with the people you encounter daily. You will learn how to express yourself verbally and strengthen your relationships. You will read, develop active listening skills, role-play and practice having conversations with each other. You will also learn the three-step apology rule, the five steps to conflict solving, and building generosity and kindness with words. Talk with us and find out why conversation is so important.

**Course: SPP602** 15 Hours
$160 + $69 fee = $229; NMR add $140

**Rockville Campus 214 SB**
CRN#: 24147 10 Sessions F
9/15-11/17 9-10:30 a.m.

Make Music Together
Get into the groove and join us to make music together by singing, playing rhythm instruments, and moving to music. Sing along with friends to your favorite songs, try out new dance steps and learn basic music notation including the notes of the C scale. Throughout the semester, you will experience a variety of musical styles. Music will help you express your emotions, reduce stress and share enjoyment with others. Put on your dancing shoes and join us!

**Course: SPP583** 15 Hours
$160 + $69 fee = $229; NMR add $140

**Rockville Campus (Room TBD)**
CRN#: 24227 10 Sessions W
9/13-11/15 10:30 a.m.-12 p.m.

Money Math, How it Works  *NEW*
Gain practical knowledge about money management and practice basic skills in reading and math while learning to save! Learn the meaning and use of words and terms associated with a savings account, checking account, credit cards, credit limits, credit score, finance charges, and more. You will learn banking terminology and vocabulary relevant to money management. You will write checks, balance a checkbook, record transactions, and keep track of balances. You will learn to manage your money through real-life finance word problems.

**Course: SPP428** 15 Hours
$160 + $69 fee = $229; NMR add $140

**Rockville Campus 114 PE**
CRN#: 24074 10 Sessions T
9/12-11/14 5:30-7 p.m.

SAVE THE DATE!
Sunday, November 5th
1–4 p.m.
Road to Independence Fair
College Living Experience
401 N Washington St. Ste 420
Rockville, MD 20850

For instructors, please see the At a Glance on page 2.
Music and History of the 1970s NEW
Join us to cover the history of the 1970s with an emphasis on music, as well as cultural and scientific changes. Through listening to music and reading/discussing 1970s news events, you will gain an understanding of this important decade. The 1970s had high gas prices, Watergate, and Vietnam. It was also a decade of change: to American politics, societal norms, and the nation’s economy. You will learn about musicians, composers, actors, scientists and other famous people who influenced the culture of the 1970s. You will also learn about major events that happened in the space program, science, politics and war. You will realize how the music of the 70s influenced people’s attitudes, name three events that occurred related to the politics of these times and be able to give some specific changes in culture that occurred during the 70s.

Course: SPP606 15 Hours
$160 + $69 fee = $229; NMR add $140

Rockville Campus 125 SC
CRN#: 24226 10 Sessions F
9/15-11/17 10:30 a.m.-12 p.m.

News: What in the World is Going On?
Stay current with what’s going on in our world including major news events, sports, music, fashion and climate. Articles and worksheets from News for You will be used to enhance vocabulary, word recognition, comprehension and writing skills. Articles and worksheets from The Daily News will teach you about the Five W’s of news articles. Current events videos and games will be additional learning styles used.

Course: SPP581 15 Hours
$160 + $69 fee = $229; NMR add $140

Rockville Campus 125 SC
CRN#: 24076 10 Sessions T
9/12-11/14 1-2:30 p.m.

Paint Party
Painting parties are all the rage right now. You will gather to sip fun drinks and learn a new painting technique each week. You will make wonderful take home projects, such as stamped and stenciled aprons, rose mulled drinking goblets and painted trinket boxes. You will paint on canvas, wood and paper. You will try a new drink recipe each week. Creating a drink to go with the theme of the art work. For example: hot chocolate when we paint winter trees and lemonade when we paint daisies on mason jars. Grab your apron and come paint, sip and socialize with us!

Course: SPP414 15 Hours
$160 + $69 fee = $229; NMR add $140

Rockville Campus 009 SB
CRN#: 24078 10 Sessions F
9/15-11/17 11 a.m.-12:30 p.m.
CRN#: 24077 10 Sessions F
9/15-11/17 1-2:30 p.m.

Practical Life Skills: Introduction
Life skills are abilities for adaptive and positive behavior that enable humans to deal effectively with the demands and challenges of life. The subject varies greatly depending on social norms and community expectations. You will learn how to function independently and successfully. You will develop skills to help you become active and productive members of your community; these are life skills. You will learn time management and self-organization skills. You will learn how to apply for a job and prepare for an interview. We will discuss how to be a good employee, how to communicate to your supervisor and get along with your coworkers. You will gain a better understanding of responsible banking; you will learn how to set up a budget and safely shop online. You will learn texting skills, e-mail skills, telephone manners and how to navigate the internet safely. Join us to learn the skills you need to know!

Course: SPP573 24 Hours
$213 + $131 fee = $344; NMR add $160

Rockville Campus 202 SB
CRN#: 24148 16 Sessions M W
9/11-11/1 9-10:30 a.m.
Road Trip: Exploring the National Monuments and Parks of the East Coast and the Southern States

You will explore the historic battle fields of Pennsylvania and Maryland, great monuments, as well as our forefathers in Washington DC and Virginia. You will start your trip with some of our nation’s historic monuments. You will learn about the home of our nation’s first National Park Ranger training camp in Shenandoah, Virginia. Following that, you will head south visiting caves and caverns, swamps and islands. You will even visit a national park that is completely under water. Through watching videos and discussions, you will take a virtual road trip from the historic east coast down to find the natural treasures of the southern United States.

Course: SPP600 15 Hours
$160 + $69 fee = $229; NMR add $140

Rockville Campus 215 SB
CRN#: 24223 10 Sessions M
9/11-11/13 11 a.m.-12:30 p.m.

Creative Reading and Writing

Adventures in Book Land

You don’t want to miss out on this semester long adventurous class! An adventure always has an element of the unknown. Being adventurous means you’re willing to go where you haven’t been before and do things you have never done before, even if you don’t know how it’s going to turn out. Join us on an exciting experience as we dive into books and recount many bold adventures. You will learn to embrace new experiences, learn to be spontaneous and show curiosity while learning. You will play word games such as charades and a spelling bee. You will also work on exercises to pick out the following in paragraphs and short passages: main idea, supporting details, predicting outcomes, sequencing, summarizing, cause/effect, compare and contrast, paraphrasing, using supportive evidence, synonyms and antonyms. You will learn poetic terms such as similes and metaphors, personification, and onomatopoeia. One novel will be featured during the course. Join this super exciting reading and remarkable learning experience through books!

Course: SPP603 37.5 Hours
$237 + $114 fee = $351; NMR add $160

Rockville Campus 216 SB
CRN#: 24225 25 Sessions M
9/12-12/7 1:15-2:45 p.m.

Painting with Words

Did you know you can create a picture using just words? You can learn how to do just that in this new course designed to show you how to describe people and objects as well as express yourself creatively with storytelling and poetry. We will explore different forms of writing beginning with descriptive paragraphs using a picture, popcorn to introduce the five senses, and using 3-dimensional objects. You will learn how to write descriptive paragraphs, write complete sentences, and learn ways to begin them. Express yourself with creative writing, use more sophisticated words and know how to write directions in order. You will understand and write poetic phrases, write a brief story, understand and use grammar and punctuation, using an introduction, conclusion and three main points. You will write a five-paragraph essay using a graph; while expressing yourself with creative writing, learning grammar and writing techniques. Join us as we paint with words!

Please bring colored pencils to class.

Course: SPP604 37.5 Hours
$237 + $114 fee = $351; NMR add $160

Rockville Campus 210 SB
CRN#: 24309 25 Sessions T R
9/12-12/7 1:15-2:45 p.m.
No class 11/23

Tech World: Computer Proficiency

Join us to learn basic computer proficiency and navigate the web easier! You will learn how to use the internet in a safe manner, gain skills about how to use Microsoft Word and PowerPoint, as well as Google Docs. You will learn how to send professional emails. You will learn about social media sites and have conversations about how much to use them. Please bring your flash drive to class.

Course: SPP605 15 Hours
$160 + $69 fee = $229; NMR add $140

Rockville Campus 208 CC
CRN#: 24310 10 Sessions R
9/14-11/16 1-2:30 p.m.
Driver Education with Additional Supports (SFT079)

Montgomery Colleges Driving School and its instructors are Maryland MVA licensed and certified. Our additional support instructors are dually certified in Special Education. This course, in a small classroom environment, prepares rookie drivers to test for a Maryland driver license. Our 36-hour course consists of 10 three-hour classroom sessions, and 3 two-hour individual sessions using our own cars. This course provides the exact same MVA curriculum as SFT-123 Driver Education, but with built-in supports. Students under 18 MUST be accompanied by mentor (parent, guardian, etc.) and bring a valid learner permit to Day 1 of the Driver Education class. If a student misses the first day of class, they cannot continue and must re-start the course at a later date. Montgomery College educates mentors on how to manage the learning-to-drive experience through our mentor/parental involvement expectations, our 12 driver readiness indicators with self-assessments, and a collaborative approach between mentor and instructor(s). For additional information, visit us on the web at https://www.montgomerycollege.edu/wdce/transportationsafety/drivers-ed.html. If you need an accommodation based on a disability please contact Natalie Martinez, Disability Support Services Counselor at 240-567-4118. TWA

Course: SFT079 36 Hours
$278 + $157 fee = $435; NMR add $225

Rockville Campus
CRN#: 24208 13 Sessions
10/2-10/23 5-8 p.m. M W F

How to Read Course Description

Course Title
Exciting Sports and Games for All

Course Description
Put on your workout clothes and sneakers and join us as we learn to stay healthy through nutrition, exercise and cardio. You will learn about stretching, warming up, weight gain and weight loss, exercises and cardio. Understand the body weight composition for your health. You will learn about proper nutrition and exercise while enjoying a variety of exercises! Bring a water bottle to each class.

Course Number
Course: SPP333

Course Hours
15 Hours

Tuition and Fees
$160 + $69 fee = $229; NMR add $140

Campus
Rockville Campus

CRN# # of sessions Day(s)
CRN#: 24072 10 Sessions W

Dates Time
9/13-11/15 5:30-7 p.m.

Room Numbers
Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records. Room numbers can also be found online.

Day Designation

M Monday
T Tuesday
W Wednesday
R Thursday
F Friday
S Saturday
U Sunday

Key to Codes

NMR Non-Maryland Resident

Structured Remote (SR) are scheduled on specific days and at specific times. Students meet as a class remotely through Zoom or Blackboard Collaborate; instructors will tell students which software to use. Students complete reading and assignments according to the course schedule. Class sessions take place in real time, and the instructor leads course sessions.
Services for Students with Disabilities

Montgomery College complies with the provisions of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2009. The college provides accommodations, access to facilities, programs, activities, and services for qualified students with documented disabilities. Accommodations are determined on a case-by-case analysis based on information provided by a qualified professional.

If you need support services due to a disability, please visit us online at https://www.montgomerycollege.edu/wdce/registration-information/disability-support.html. To ensure timely services, arrangements must be made at least two weeks prior to the start of the classes. If necessary and appropriate, students may register for courses or activities prior to or while going through the support services process but are expected to comply with required deadlines to ensure that appropriate accommodations can be secured.

Any student who may need assistance in the event of an emergency evacuation must identify to Disability Support Services; guidelines for emergency evacuations are at: www.montgomerycollege.edu/dss/evacprocedures.htm.

Under provisions of the Americans with Disabilities Act, this material is available in alternative formats by contacting the Disability Support Services Office at 240-567-4118.

A Sorenson Video Relay Service with a large Monitor is available in the Rockville, Takoma Park/Silver Spring and Germantown Campus libraries.

Students Under 16

Students must be 16 or older, or have permission of the program area by the start date of class, in order to participate. Call 240-567-5188 for more information.

Parking Regulations

Each person associated with the College who parks a vehicle on any Campus of the College or any property owned, leased, maintained, or operated by the College must register the vehicle regardless of its ownership. Students, faculty, staff and visitors must abide by college traffic regulations. The College reserves the right to issue a citation or tow, at the owner’s risk and expense, any unregistered vehicle parked in violation.

Instructions for Parking Permits:

Students parking a vehicle on any Campus of the College (Rockville, Germantown and Takoma Park/Silver Spring) while attending a program will receive a temporary (15 day) parking permit with their class confirmation materials. If you register via the web, your printed confirmation or registration history will serve as a parking permit until you can print out the WDCE Student Temporary Parking Permit. The parking permit is free to students but you must register your vehicle.

All Students registered for WDCE classes spanning greater than 15 days from start to end date MUST obtain a parking permit following steps 1 to 4 below.

1. In order to obtain the permit, students need to log into MyMC the day after they register for the class.
2. Click on the “Order MY Parking Permit/ Pay Parking fines” link on the “MyMC Quick Links” tab.
3. Put in the start date and the end date of your class(es).
4. Print the permit.

Be sure to click the print link on the confirmation page as the permit will not be mailed.

Information about vehicle registration and parking, and how to pay or appeal a citation is available at www.montgomerycollege.edu/parking. The Montgomery College Motor Vehicle Regulations are available at www.montgomerycollege.edu/verified.

Textbooks and Materials

Textbooks/course materials: Purchase textbooks and/or course materials at the Campus where your class will be held. For classes held at the Gaithersburg Business Training Center, Distance Education and Learning Technologies (DELT), and off-Campus MCPS locations, please use the Rockville Campus MC Books & More; for classes at Westfield South use the Takoma Park/Silver Spring Campus MC Books & More. You do not need to go to a Campus store to make your purchase. You may purchase your textbooks/course materials online to have your purchases mailed to you. To order online or to find out more details about purchases, buybacks, returns, contact information, ebooks, rentals, and more, visit the College’s MC Books & More website at www.montgomerycollege.edu/bookstore or call the main number 240-567-5302. MC Books & More and the Cafritz Art Store & More are the Official Montgomery College Bookstores.

For information specific to WDCE, please visit our reference page at http://www.bkstr.com/montgomerycollegestore/home/A USB flash drive/memory stick (at least 512 MB) is required for ITI classes unless otherwise specified. Please bring to first class.

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty and staff. Inquiries regarding Montgomery College's nondiscrimination compliance policies and procedures may be directed to Dr. Brenda Williams, Director of Employee & Labor Relations, Workforce Diversity and Inclusion, 240-567-5367.
Registration Options

Regardless of which registration option you select, registrants will be enrolled in the order that registration and payments are received (to avoid disappointment, register early); payment is required at the time of registration. All students must register prior to attending the first class.

Payments

Payment MUST be made IN FULL at the time of registration to avoid being deleted from the course. Complete information is required to process all registrations and payments.

Further instructions for WEB, FAX, or MAIL-IN payments can be found at: www.montgomerycollege.edu/wdce/registerops.html. Registration will not be processed without appropriate payment.

Option 1: In-Person Registration
A completed form with payment may be submitted in person at any of these Montgomery College Campus registration areas:

Gaithersburg Business Training Center
Room 400
8:30 a.m.–9 p.m. (M–R)
8:30 a.m.–4:30 p.m. (F)
8:30 a.m.–4 p.m. (S) Currently closed on Saturday.

Germantown Campus
Humanities and Social Sciences Building
Room 241 and/or 243
8:30 a.m.–5 p.m. (M–R)
8:30 a.m.–4:30 p.m. (F)

Rockville Campus
220 Campus Center
8:30 a.m.–5 p.m. (M–F)
8:30 a.m.–12 p.m. (S)

Takoma Park/Silver Spring Campus
230 CF, Customer Service
8:30 a.m.–5 p.m. (M–R)
8:30 a.m.–4:30 p.m. (F)

***Cash payments can only be made at the Cashier’s Offices at the Germantown, Rockville, or Takoma Park/Silver Spring Campuses.

Option 2: Online (Web) Registration
A. Go to montgomerycollege.edu/wdce
B. Click on “How to Register” in the left navigation bar.
C. Click on “Register by Web.”
D. Follow the appropriate directions depending on if you are a new or returning student.

Option 3: Mail Registration
Send completed form with payment for total due to Montgomery College, WDCE, 51 Mannakee St., Rockville, MD 20850.

Option 4: Fax Registration
Fax completed form with payment information to WDCE at 240-683-6945.

Residential Policy

The following are general guidelines taken from the College policy on residency for tuition purposes. A complete copy of the policy is available in the Montgomery College Catalog.

A. Students attending Montgomery College will pay tuition according to their residency classification.

To qualify for in-state tuition, a student must be a U.S. Citizen, Permanent Resident or have a qualifying Visa status.

B. To qualify, for tuition purposes, as a resident of the state of Maryland, legal domicile must have been maintained for a period of not less than three months prior to the first regularly scheduled class for the semester, unless you are a member of the Military covered under HB935.

C. The domicile of a person registering in a noncredit course at Montgomery College shall be considered as a person’s permanent place of abode, where physical presence and possessions are maintained, and where he/she intends to remain indefinitely.

Refund Policy

Refunds are paid at 100% for classes canceled, dropped online, or in person (using a Drop Form), prior to the start date of the class. Refunds are also paid at 100% if class is dropped prior to the Refund Date printed on your registration confirmation.

DO NOT drop classes online on or after the day the class begins; you will not receive a refund. APPE students must call 240-567-7262 for refund/withdrawal instructions.

Refunds for open enrollment classes will go to the registered student of record.

For the Drop Form and more information, visit www.montgomerycollege.edu/wdce/register/refundpolicy.html.

Transfer Policy

To transfer from one CRN to another CRN of the same course, a letter must be received in the Admissions, Records, and Registration Office, Montgomery College, 51 Mannakee Street, Rockville, MD 20850 before the beginning date of both CRNs of the course. If you have enrolled in a co-listed course you will have only one day after the class has begun to transfer. After that, you are committed to your path for the remainder of the course. If the course has a required assessment level to be a credit student, you must first complete the assessment testing and meet the appropriate assessment level before you can change to credit status.

Room Numbers

Room numbers will be printed on your registration receipt for classes held on our Campuses. Please be sure to keep the receipt for your records. Room numbers can also be found online.

Day Designation

M Monday
T Tuesday
W Wednesday
R Thursday
F Friday
S Saturday
U Sunday

Key to Codes

NMR Non-Maryland Resident
I certify that the information on this registration is correct and complete. I am aware of and will adhere to College policies as published in the Student Handbook.

I understand that non-attendance and/or failure to file all registration changes in writing with the Admissions and Records Office does not relieve me of responsibility for tuition and fee charges incurred. I agree to abide by the policies and procedures of the College, including without limitation, the Student Code of Conduct and any payment liabilities. I hold the College harmless for any errors I have made that may affect a request for a subsequent refund or academic appeal.

_________________________________________________________     __________________________
Student Signature Required                      Date

Please indicate payment by: □ Check (payable to Montgomery College)  Credit card: □ MasterCard □ VISA □ Discover

Credit Card Information:  
Credit Card Number
Expiration date on card
Month / Year
3 or 4 digit Security code on your card

Montgomery College is an Equal Opportunity Affirmative Action Title IX institution.

6/13/2020
These unique courses will help adults with developmental disabilities function more independently in the home, at work, and in the community. Of equal importance, students will have the opportunity to increase their social and community awareness by visiting Montgomery College and learning what it has to offer.