



BELLARMINE UNIVERSITY

School of Continuing & Professional Studies

# Spring 2020

COURSE CATALOG



# Bellarmino University

## Online Training

*anytime, anywhere...  
just a click away!*

Learn from the comfort of home!



## ADVANCED CAREER TRAINING

Prepare for employment in some of today's hottest careers with a comprehensive, affordable and self-paced online Career Training course. You can begin these courses at any time and learn at your own pace. Upon successful completion of all required coursework, you will receive a Certificate of Completion from Bellarmine University.

### Program Features:

- 1-on-1 Instructor Assistance
- 24-Hour Access
- Includes Materials and Books!
- 3-6 Months of Instruction

### Some of our most popular courses include:

#### **CERTIFIED BOOKKEEPER**

This course helps professional bookkeepers earn prestigious American Institute of Professional Bookkeepers (AIPB) certification.

#### **COMPTIA™ CLOUD+ CERTIFICATION TRAINING**

Cloud computing is how technology is done today, and ed2go's CompTIA™ Cloud+ certification training course teaches key skills while preparing students for the Cloud+ industry credential.

#### **MEDICAL BILLING & CODING + MEDICAL TERMINOLOGY**

This course will prepare you for an entry-level position doing medical billing or coding, while also teaching you proper medical terminology and spelling.

#### **SIX SIGMA GREEN BELT**

The six sigma green belt online course encompasses all aspects of running a six sigma green belt business.

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## SIX-WEEK INSTRUCTOR-LED COURSES

Whether you are taking a course for professional development or enrichment, Fundamental Courses are informative, convenient, and highly interactive. Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, a six-week format, supplementary links and more.

### Over 300 online courses with 24-hour access including:

- A to Z Grant Writing
- Speed Spanish
- Secrets of Better Photography
- Intro to Microsoft Word 2019
- Intro to Microsoft Excel 2019
- Accounting Fundamentals

[www.ed2go.com/bellarmino](http://www.ed2go.com/bellarmino)

# professional development

## ESSENTIALS OF PROJECT MANAGEMENT

Whether you're interested in entering the project management field as a career path, are planning to oversee a project or are part of a project team, this **instructor-supported self-paced course** will give you the practical knowledge, tools and confidence to succeed.

The course is broken into four modules:

- Project Management: The Discipline and the Profession
- Planning and Balancing Project Work
- Executing, Controlling and Closing the Project
- Strategic Value of Projects

While the course is not intended as certification preparation, it can serve as a stepping-stone toward PMP® or CAPM® certifications.\*

**For additional information, course schedule and instructor's bio, visit [www.bellarmine.edu/ce/professional/ProjectMgmtEssentials](http://www.bellarmine.edu/ce/professional/ProjectMgmtEssentials).**

Register online. See page 10.

Deadline to register: Friday, Feb. 14, 2020

*\*PMP, CAPM, PMBOK and PMI are registered marks of the Project Management Institute, Inc.*

## STRATEGIC LEADERSHIP

Most successful leaders are not "born" to be a leader. They have become successful leaders by developing traits that help them outperform their peers. Discover how you, too, can be a successful leader. Learn how to:

- **THINK STRATEGICALLY** – Shape future direction by examining strategic landscape, envisioning different futures, questioning assumptions/mental models and assessing capabilities to identify patterns and issues.
- **LEAD STRATEGICALLY** – Manage the tension between short and long-term results to turn vision into reality.
- **INFLUENCE STRATEGICALLY** – Lead change by engaging others and creating teams that can envision and execute new opportunities. Conduct inclusive conversations that inspire diverse thinking by asking powerful questions.

**INSTRUCTOR:** Tom Cross, BSChE, MBA, has 31 years of senior strategy and marketing experience and 12 years as a strategic leadership/executive education instructor at a top-ten ranked business school.

**CEPR 710 / 3 Tuesdays / March 10 - 24  
6 - 7:30 p.m. / \$129**

## CODE LOUISVILLE @ BU

Every 90 days, there are about 100 unfilled junior software development opportunities open in the greater Louisville area, and those numbers are growing fast! If you are interested in pursuing a technology-related career (specifically a position as a software developer), Code Lou @ BU is the program for you!

- Gain access to the Code Louisville curriculum through Treehouse
- Build an online portfolio of code that can be shared with employers
- Meet once a week for two hours for 11-12 weeks and invest 10-20 hours per week practicing your skills
- Receive a Code Louisville certificate upon completion of the course curriculum

### FRONT END WEB DEVELOPMENT

**11 Mondays / Feb. 17 - Apr. 27 / 6 - 8 p.m.**

Orientation: Jan. 27

Cost: \$449 tuition + \$150 Treehouse

License fee

Registration deadline: Monday, Jan. 20, 2020

### C# .NET

**11 Mondays / Feb. 17 - Apr. 27 / 6 - 8 p.m.**

Cost: \$449 tuition + \$150 Treehouse

License fee

Registration deadline: Monday, Feb. 3, 2020

**For course descriptions and FAQs about the program, visit [www.bellarmine.edu/ce/codeLouisvilleBU](http://www.bellarmine.edu/ce/codeLouisvilleBU).**

# professional development

## SHRM ESSENTIALS OF HUMAN RESOURCES

This course will give you a solid overview of the key aspects of HR and provide tools you can immediately put to use in your organization. The content is newly updated with the latest HR regulations, trends and best practices. Case study exercises provide opportunities to practice applying newly acquired HR skills.

### Who can benefit from this course?

- New and junior HR practitioners
- Small business owners or office managers
- Business managers
- Job seekers who are investigating HR as a new career option

You will gain practical expertise that can immediately impact job performance, a strong foundation of HR knowledge and competencies to become a better business person, an understanding of the latest laws and regulations to help reduce the risk of costly litigation, recertification credit hours and a certificate upon completion.

**INSTRUCTOR:** Rebecca S. Wilson, PHR, has more than 20 years of experience in HR, career counseling, organizational development, finance, business and information systems.

CEPR 150 / 5 Thursdays / Feb. 27 - Mar. 26  
6 - 9 p.m. / \$319, plus \$230 materials fee

**REGISTER ONLINE**  
**SEE PAGE 10**

## 2020 SHRM LEARNING SYSTEM® FOR SHRM-CP AND SHRM-SCP CERTIFICATION PREPARATION

Learn knowledge, skills and behavioral competencies that will help you be more effective in your HR role and build your confidence for passing the SHRM-CP/SHRM-SCP exam. **For complete information about the course, visit [www.bellarmino.edu/ce/shrm](http://www.bellarmino.edu/ce/shrm).** For information on the SHRM credentials, visit [www.SHRMcertification.org](http://www.SHRMcertification.org).

### CLASSROOM VERSION

CEPR 100 (01) / 12 Thursdays  
Feb. 13 - May 7 (except Apr. 30)  
6 - 9 p.m. / \$799, plus \$535 materials fee

### ONLINE VERSION

CEPR 100 (02) / ONLINE / Feb. 18 - May 15  
\$949, plus \$535 materials fee

**INSTRUCTOR (BOTH FORMATS):** Nancye M. Combs, SPHR, has 35 years of executive management experience.

**To register for this course, call 502.272.8166.**

**Deadline to register:** Wednesday, Feb. 5



## FACING CHALLENGES IN PURSUING A JOB SEARCH OR CAREER CHANGE?

Learn how to break barriers of too young or too old, over or under qualified, work history differing from career goals, plus many other unique situations. Receive 1-on-1 private career coaching from a certified career coach on all aspects of having a successful job search or making a career change.

**Option 1: CEPR 110 (01)**  
**4 hours TBD by your schedule**  
**\$144, plus \$25 materials fee**

**Option 2: CEPR 110 (02)**  
**8 hours TBD by your schedule**  
**\$288, plus \$25 materials fee**

**INSTRUCTOR:** Harry Hinkle, ECCP, CPM, SPHR, MBA. For information on Harry's background, visit [www.linkedin.com/in/harry-hinkle](http://www.linkedin.com/in/harry-hinkle).

**Contact instructor to discuss options: 502.807.3413 or [hlhinkle@twc.com](mailto:hlhinkle@twc.com).**

## **YOUR PIECE OF THE PIE: NONPROFIT GRANT WRITING**

Over \$3.59 trillion dollars are awarded in grants throughout the U.S. each year! It takes skill to find the right funder that aligns with your nonprofit's interests, to write a concise, compelling and clear proposal, to provide attentive grant management and ongoing stewardship. Learn proposal writing and grant management tips to get the competitive edge over other applicants. Ensure your nonprofit is "grant ready" so when the perfect funding opportunity arises, you have all you need to supply the required elements for a grant proposal.

**INSTRUCTOR:** Cecilia Peredo, MA, has 16 years of experience as a grant professional. She has secured more than \$13 million in competitive grant awards. Cecilia is president of the Kentucky Chapter of the Grant Professional Association.

**CEPR 730 / 3 Thursdays / Feb. 20 – Mar. 5  
6 – 8 p.m. / \$159**

## **BOUNCE: INTRO TO ACES AND TRAUMA-INFORMED PRACTICES**

Adverse childhood experiences (ACEs) are traumatic events that can impact the developing brain and have lifelong impact on the ability of people to thrive. Learn practical exercises to foster resilience – equipping people with tools to respond to adversity and bounce back. Topics include: How ACEs impact brain development, the signs of trauma and impact on lifelong health, resilient behaviors to help people thrive, practical actions to build a culture of resilience in your organization and more.

The course is relevant for educators, childcare providers, healthcare professionals, social workers, child advocacy providers and foster parents.

**INSTRUCTOR:** Anthony M. Zipple, ScD., MBA, psychologist, is a leader in the Bounce<sup>®</sup> Coalition.

**CEPR 650 / 2 Fridays / Mar. 13 & 27  
8 a.m. – noon / \$149**

**Continuing Education Hours available for  
social workers, psychologists and educators**

Nursing contact hours available – please see website for details at [www.bellarmino.edu/ce/ACES](http://www.bellarmino.edu/ce/ACES).

## **EMPOWERED COMMUNICATION**

Enhance your ability to successfully and efficiently communicate in a professional environment. We will explore fundamental and effective communication techniques/strategies necessary to excel and differentiate yourself in the workplace. Learn how to improve your presentation skills by adapting messages to your specific audience, organizing your content, and delivering your ideas in a conversational style. You will give two short speeches on topics of interest to you and receive feedback that will help you communicate verbally and nonverbally with ease and confidence.

**INSTRUCTOR:** Ruth Wagoner, Ph.D., is a Bellarmine Professor Emerita. She also taught communication skills at UPS Air Group, Ford Motor Co. and LG&E.

**CEPR 720 / 4 Mondays / Mar. 9 – 30  
7 – 8:30 p.m. / \$149**

**For workshop descriptions  
and presenter bios, visit [www.  
bellarmino.edu/ce/professional](http://www.bellarmino.edu/ce/professional).**

## **THE KENTUCKY CODE OF ETHICAL CONDUCT**

**CEPR 210 (01) / Friday / Feb. 28**

**8:30 – 11:30 a.m. / \$59**

**3.0 Social Work Ethics CEUs**

**CEPR 210 (02) / ONLINE / \$59**

**available 24/7 through Apr. 27**

**3.0 Social Work Ethics CEUs**

**INSTRUCTOR:** Vern Rickert, LCSW,  
LMFT

## **THERAPEUTIC TECHNIQUES**

**CEPR 590 / Friday / Mar. 20**

**8:30 – 11:30 a.m. / \$59**

**3 CEUs approved for psychologists,  
clinical social workers, licensed profes-  
sional counselors and LMFTs**

**INSTRUCTOR:** Jim Wayne, MSW, BCD

# certificate programs

## **PROJECT MANAGEMENT PROFESSIONAL (PMP)<sup>®</sup> EXAM PREPARATION**

**Position yourself for a big career move with PMP<sup>®</sup> Certification.**

Project Management Professional (PMP)<sup>®</sup> certification is a proven way to enhance your résumé, elevate your career potential and boost your earnings.

### **Why enroll in Bellarmine University's Prep Course?**

- Learn from an experienced and certified instructor
- Meet the 35-hour project management education prerequisite
- Study with premium quality reading materials and interactive online study tools and quizzes

**For info regarding curriculum, course materials and instructor,  
visit [www.bellarmino.edu/ce/PMPEXamPrep](http://www.bellarmino.edu/ce/PMPEXamPrep)**

**5 Saturdays / Feb. 22 – Mar. 21 / 9 a.m. – 4:30 p.m. / \$1,000 plus \$395 materials fee**

Course materials include comprehensive printed reading materials and interactive online study tools to expand, apply and solidify your knowledge.

**To register, call 502.272.8166.**

**Deadline to register: Feb. 10, 2020**

*PMP, PMI, PMBOK and the Registered Education Provider logo are registered marks of the Project Management Institute, Inc.*

## **CERTIFICATE IN ADVANCED PSYCHOTHERAPY**

The post-graduate, one-year Certificate in Advanced Psychotherapy program is designed for licensed mental health professionals who want to expand and update their clinical skills, enhance the level of care they provide clients, and take their careers to the next level. Program participants include mental health counselors, psychologists, psychiatrists, clinical social workers, marriage and family therapists, pastoral counselors and educational counselors. The program employs a low-residency instructional model that emphasizes interactive learning while minimizing students' time away from their clinical practices.

### **CURRICULUM:**

- Three onsite residencies
- Distance-learning between residencies

The program begins May 18, 2020.

**For info regarding objectives and tuition, visit [www.wayneinstitute.com](http://www.wayneinstitute.com).**

## **CERTIFICATE IN TEACHING ENGLISH AS A FOREIGN LANGUAGE (TEFL)**

Bellarmino University has partnered with Via Lingua International to offer a noncredit certificate program that equips students with the basic skills and knowledge needed to take a position anywhere in the world as an EFL teacher. The Via Lingua job guidance program assists all successful graduates of the TEFL course in finding a suitable TEFL teaching position.

**INSTRUCTOR:** Christine Hutchins, MA, teaches Chinese and Spanish at St. Francis High School. She is a member of the American Council of Teaching Foreign Language.

**CEPR 180 / Monday – Friday / July 6 – 31  
9 a.m. – 5 p.m. / \$1,995 (includes all materials)**

**Deadline to register: June 1, 2020**

**Prerequisite: Four-year degree**

**Transportation needed to field sites**

**To register, call 502.272.8166.**

# certificate programs

## PROFESSIONAL CERTIFICATE IN GERONTOLOGY

The U.S. Census Bureau predicts that by 2030 more than 20 percent of Americans will be over age 65. Bellarmine's Professional Certificate in Gerontology will provide you with the knowledge and skills to effectively meet the needs of the aging population in a wide range of careers.

**WHO SHOULD ENROLL:** The program is relevant for nurses, social workers, occupational therapists, recreation therapists, physical therapists and respiratory therapists.

**CURRICULUM:** The Professional Certificate in Gerontology is awarded for successful completion of EIGHT 6-hour workshops and a 12-hour field placement.

### GERONTOLOGY WORKSHOPS:

- Sept. 11, 2020 – Age Related Changes and Issues
- Oct. 9, 2020 – Dementia
- Nov. 13, 2020 – Continuum of Care
- Dec. 11, 2020 – Legal Issues and Services for the Aged
- Jan. 8, 2021 – The Aging Woman (and Man)...Quality of Life and End of Life
- Feb. 12, 2021 – Health Care Leadership
- Mar. 12, 2021 – Program Planning
- Apr. 9, 2021 – Race, Ethnicity and Global Aging
- May 14, 2021 – MAKEUP workshop (for those who missed a workshop)

**For objectives and info about instructors and field placement, visit [www.bellarmino.edu/ce/gerontology](http://www.bellarmino.edu/ce/gerontology).**

### CONTINUING EDUCATION HOURS:

Available for Social Workers

Nursing contact hours available – please see website for details at [www.bellarmino.edu/ce/gerontology](http://www.bellarmino.edu/ce/gerontology).

**TUITION: \$999, includes all materials and field placement.**

A payment plan is available. Call 502.272.8161.

**To register, call 502.272.8166.**

**Deadline to register: August 21, 2020**

## CREDENTIALS THAT MATTER: CFP® CERTIFICATION

Revitalize your career by earning CFP® certification – the certification that consumers recognize, respect and demand.

Bellarmino's Accelerated Certificate in Financial Planning is registered with Certified Financial Planner Board of Standards Inc. Students who successfully complete the program will have met the prerequisite education requirement that allows them to apply for the CFP® certification exam. To learn about the requirements for earning CFP® Certification, visit [www.cfp.net](http://www.cfp.net).

**WHO SHOULD ENROLL:** The Accelerated Certificate in Financial Planning program is designed for professionals in the brokerage, insurance, accounting, banking and related industries.

### CURRICULUM - 6 COURSES:

- General Financial Planning Principles/Risk Management/Insurance/Employee Benefits
- Investment Planning
- Retirement Planning
- Income Tax Planning
- Estate Planning
- Capstone Case Course in Financial Planning

### CLASSES MEET EVERY OTHER WEEKEND

Sept. 11, 2020 – May 29, 2021

Visit [bellarmino.edu/ce/certfinplanning](http://bellarmino.edu/ce/certfinplanning) to view the complete schedule.

**TUITION: \$4,200 for six-course program.**

A payment plan is available. \$100 discount if paid in full by August 14, 2020. Call 502.272.8161 for details.

Bellarmino offers this program in partnership with Kaplan Financial Education, a leading financial education provider.

**To register, call 502.272.8161.**

**Deadline to register: August 21, 2020**

*Certified Financial Planner Board of Standards Inc. owns the certification marks CFP®, Certified Financial Planner™, and federally registered CFP (with flame design) in the U.S., which it awards to individuals who successfully complete CFP Board's initial and ongoing certification requirements.*

# enrichment

## **THE NATIONAL DEBT: \$23 TRILLION AND COUNTING!**

In fiscal year 2019 the government spent roughly \$984 billion more than it took in in the tax base. When deficits rise, so too does the debt. As the debt rises, so does the debate! Many say the country is in dire financial straits, unable to sustain rising interest payments, facing a potential downgrade of the debt rating, promoting fiscal irresponsibility, and creating a burden to future generations. Others maintain the debt is not a major concern to the health of the U.S. economy – that government spending stimulates the economy and provides essential services to society. As we analyze the growing debt numbers, you will sharpen your economic skills and become an intelligent voice on this major economic issue.

**INSTRUCTOR:** Marie A. Bussing, Ph.D., an assistant professor of economics at the University of Southern Indiana, is the author of nine books in the field of business and economics and is a Federal Reserve Bank certified teacher in GDP, inflation and unemployment.

**CESP 230 / Saturday / Mar. 14 / 1 - 4 p.m. / \$59**

## **ITALIAN FOR BEGINNERS AND TRAVELERS**

Learn about Italian culture, as well as basic grammar, pronunciation and Italian expressions, through fun, interactive activities. By the end of the course you will be able to communicate well enough to ask for directions, shop at the local stores and markets, order in restaurants, interact with the locals, and enjoy watching Italian movies with subtitles.

**INSTRUCTOR:** Vesna Alac, MA, has been teaching Italian for 12 years.

**CEHM 130 / 8 Tuesdays / Feb. 11 - Mar. 31  
6 - 7:30 p.m. / \$179**

## **THE WISDOM-BASED RETIREMENT**

Learn about the major areas that impact finances during the retirement years, as well as other crucial planning issues. From the economy to markets and investments, and risk management to taxes and estate distribution, this course will move beyond the basics and into advanced, practical applications. Learn to avoid both fraud and fad while spotting legitimate opportunities.

**INSTRUCTOR:** Stephen L. Franklin, MBA, CFP®, CEP, CFS, specializes exclusively in issues that impact the retired. He brings a wealth of knowledge and experience into the classroom.

**CESP 120 (01) / 6 Mondays  
Mar. 2 - Apr. 6 / 12:30 - 2:30 p.m. / \$99**

**CESP 120 (02) / 6 Wednesdays  
Mar. 4 - Apr. 8 / 1 - 3 p.m. / \$99**

## **JAPANESE FOR BEGINNERS**

Japan has a distinct, fascinating culture. Immerse yourself in this culture as you acquire Japanese conversational skills and learn basic grammar. You will also be introduced to the Japanese writing system - the phonetic Hiragana. Required text: *An Integrated Course in Elementary Japanese Genki*, 2nd edition.

**INSTRUCTOR:** Izumi Agata, M.Ed., is a native speaker of Japanese. She has been teaching Japanese at Bellarmine University since 2007 and also teaches Japanese at the University of Louisville.

**CEHM 210 / 8 Mondays / Feb. 24 - Apr. 13  
7 - 8:30 p.m. / \$179**

## **BRING YOUR STORY TO LIFE!**

Even if your life is relatively normal, your story is unique and worth sharing. We'll discuss the techniques of writing both a memoir (telling your past experiences and memories) and a personal essay (telling about something that had an effect on you and your outlook on it). After implementing these techniques in your writings, you'll share excerpts with classmates and, hopefully, be inspired to continue writing and sharing your story.

**INSTRUCTOR:** Taylor Riley, MFA (Fine Arts, Creative Nonfiction), is a freelance journalist and English Professor. She has taught writing workshops and creative nonfiction courses at a variety of venues.

**CEHM 240 / 6 Wednesdays / Feb. 12 - Mar. 18  
6:30 - 8 p.m. / \$139**

## THE WINES OF PACIFIC NORTHWEST

Learn about the major wine regions of Oregon and Washington State through a series of lively lectures and informative tasting sessions. Try the major grape varieties from the famous Willamette and Columbia Valleys as well as other wine regions and their wineries. Participants must be at least 21 years old. Classes will be held at Cuvée Wine Table, 3598 Springhurst Blvd.

**INSTRUCTOR:** Scott Harper is a Master Sommelier and Certified Wine Educator. He works as Corporate Wine and Beverage Director for the Bristol Bar and Grille Inc. and Cuvée Wine Table.

**CELE 100 (01) / 3 Tuesdays**  
**Apr. 7 - 21 / 6:30 - 8:30 p.m.**  
**\$99, plus \$40 materials fee**

**CELE 100 (02) / 3 Wednesdays**  
**Apr. 8 - 22 / 6:30 - 8:30 p.m.**  
**\$99, plus \$40 materials fee**

## EVENING WITH ROY: RESTORING AMERICAN FOREIGN POLICY CREDIBILITY

Following on the heels of the disastrous and immoral abandonment of the Kurds last October, American foreign policy credibility was irreparably destroyed. The Russians and Chinese have continued to expand their own geopolitical influence around the world, while longtime American allies and friends no longer trust us. Are we in a state of permanent decline on the world stage? Or can we do anything to salvage and restore American credibility in the world?

**INSTRUCTOR:** Roy M. Martin, MBA, MA is a foreign policy consultant. Roy is in his 19th year of teaching in Bellarmine's Continuing Education program.

**CEHM 100 / 5 Tuesdays / Feb. 25 - Mar. 24**  
**7 - 9 p.m. / \$129**

## THOMAS MERTON: BEING AN ARTISAN OF JOY

For Thomas Merton, joy is a reflection of one's relationship with God. Explore how joy is integral to expressing your contemplative nature. Recognize how joy stems from the expression of your true self and is foundational to practicing contemplation in a world of action. Create a mindfulness practice that is an expression of your sacred spark in each thought, word, and action. Be an artisan of joy! Be a practical contemplative!

**INSTRUCTOR:** Vanessa Hurst, intuitive coach and author, was the previous Executive Director of The Merton Institute for Contemplative Living. As a contemplative for more than 25 years, she follows Merton's maxim of living her everyday life as her spiritual life.

**CEHM 110 / 4 Tuesdays / Mar. 3 - 24**  
**6:30 - 8 p.m. / \$69**

## MORAL IMAGINATION

Most people agree that making moral decisions requires rational thinking but disregard the role that "imagination" plays in resolving moral dilemmas. When making sound ethical choices we need to have empathy, consider various possible solutions, and envision how our choices may affect other's lives — all of which requires imagination. Join us as we explore moral imagination utilizing philosophical writings, examples from business, narrative texts, and scientific perspectives.

**INSTRUCTOR:** Jo Ann Circosta, Ph.D., MA (Humanities), MA (TESL), has taught at the university level for 17 years. This course derives from her special interest in interdisciplinary study and is condensed from an original course she developed while teaching at Frostburg State University.

**CEHM 230 / 5 Wednesdays / Mar. 4 - Apr. 1**  
**6 - 7:30 p.m. / \$89**



**REGISTER ONLINE**  
**See page 10**

# enrichment

## PROTECTING YOUR ONLINE SECURITY AND PRIVACY

Protecting your online personal security and privacy are more important than ever. Millions of user IDs and passwords are stolen every year. Identity theft is rampant. And who hasn't had their credit card compromised at least once or multiple times? Fortunately, there are simple and easy techniques to make it very difficult for the "bad guys" to damage your personal security and privacy. Learn essential steps that will help protect you regardless of which digital devices you use, such as:

- Why everything you thought you knew about passwords is wrong
- Why library and hotel Wi-Fi are your worst enemy
- How everything you do online is tracked and how to easily stop it
- Why two step authentication and encryption are your best friend and how to easily use them
- Why you absolutely need two email addresses
- Why you should never click on links in emails you receive
- and many more.

**INSTRUCTOR:** Tom Cross, BA (Chemical Engineering), MBA, is a technology geek who has taught 25+ sessions on online security and attended 50+ seminars by Apple consultants. He has experience with iPhone, iPad and Mac devices and with Dell/IBM personal computers.

**CESP 200 (01) / Monday, Mar. 2 & Tuesday, Mar. 3 / 10:30 a.m. - noon / \$59**

**CESP 200 (02) / Wednesday, Mar. 4 & Thursday, Mar. 5 / 1:30 - 3 p.m. / \$59**

## lifelong learning for seniors

### ROAD SCHOLAR

Road Scholar develops learning adventures for those who want a depth of perspective not found on standard travel excursions. Twice a year Bellarmine University, the official repository of Thomas Merton's work, offers a Road Scholar program that focuses on Merton. Lifelong learners come together from all over the United States to learn about Thomas Merton and visit Gethsemani during the six-day program.

To learn all the details, search "Merton" at [www.road scholar.org](http://www.road scholar.org).

Invite your out-of-town friends and relatives to experience Road Scholar at Bellarmine University. Participants are housed at a local hotel.

**MARCH 15 - 20, 2020**

**OCTOBER 18 - 23, 2020**

Questions? Call 502.272.8166.



The Next Learning Experience

Since 1995, Bellarmine University's Veritas Society has offered the pre-eminent learning experience to people over 54 in the Louisville area. Our mission is to keep our minds active, open and growing.

Veritas members are retired or semi-retired lifelong learners. The Society is governed by a Board of Directors elected by the membership. Members participate in classes and discussion groups, field trips, community outreach and social events. Fall and spring memberships are priced at \$60 per 6-week term and each course costs \$15.

The Veritas spring 2020 term begins the week of March 2. **For more information, visit [www.bellarmino.edu/ce/veritas](http://www.bellarmino.edu/ce/veritas).**

# registration information

You must register before attending a class and payment must be received before your enrollment is confirmed. We reserve the right to cancel any class that does not have adequate enrollment. To avoid disappointment, register early!

## Registration is ONLINE only\*



[www.bellarmino.edu/ce/register](http://www.bellarmino.edu/ce/register)

*If you have a Bellarmine username and password, click “One Login.”*

*If you do not have a Bellarmine username and password, click “Continue as a guest.”*

### There are TWO payment options when checking out:

- If you pay by **credit card/debit card**, you will be charged a **nonrefundable 2.75% convenience fee**.
- There is **no fee** if you pay by **e-Check** (money is electronically withdrawn from your checking account using your routing and account numbers). If you want to take advantage of the “no fee” option, have your checkbook with you when you register.

### \*Registration for the following two courses is by phone (502.272.8166) or mail:

- SHRM Learning System course
- PMP® Exam Prep

### Discounts

- Some courses/programs are exempt.
- Discounts subject to space availability.
- Discounts do not apply to materials fees.

Seniors age 60+: 10%

Veritas Society members: 15%

Bellarmino alumni: 15%

Part-time Bellarmine students: 25%

Full-time Bellarmine students: 50%

Part-time Bellarmine employees: 25%

Full-time Bellarmine employees: 50%

### Refunds

To withdraw from a course and request a refund, call 502.272.8166.

- 100% if notification is received 7 or more days before first class.
- 50% if notification is received fewer than 7 days before first class.
- No refund after course begins.
- A \$20 administrative fee will be deducted from all refunds.



*If you have accessibility questions or other disability-related needs, please contact the Disability Services Coordinator at 502.272.8490 at least two weeks prior.*

### SCHOOL OF CONTINUING & PROFESSIONAL STUDIES

**Sean J. Ryan, Ed.D.**  
Senior Vice President  
sryan@bellarmine.edu  
502.272.8181

**Abigail Walsh**  
Assistant Director of Continuing Education  
awalsh03@bellarmine.edu  
502.272.8166

# this spring...

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[www.bellarmine.edu/ce](http://www.bellarmine.edu/ce)

 [facebook.com/BUContinuingEd](https://facebook.com/BUContinuingEd)



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