

School of Continuing & Professional Studies

Spring 2026

-  Healthcare
-  Business
-  Computers
-  Education



LEHMAN
COLLEGE

**CU
NY**

lehman.edu/ce

FABIO CASTILLO VASQUEZ

CompTIA+



ALUMNI SPOTLIGHT

- ✓ **RESTARTED** his learning journey to pursue his dream
- ✓ **CONNECTED** educational opportunities to his goals
- ✓ **STRENGTHENED** his hands-on technical foundation with **COMPTIA A+**
- ✓ **SECURED** a career in his field with opportunities for advancement

Fabio Castillo Vasquez knows what it feels like to have to start over. In 2009, with only two semesters to go in his computer science degree, his green card was approved to immigrate from his home in the Dominican Republic to New York City. “None of my credits transferred, so I had to rebuild from the beginning, which was both discouraging and motivating,” he says.

Fortunately, Fabio was surrounded by a community of family and friends who encouraged him to persevere through setbacks in his pursuit of his educational and career goals. This advice was needed when after finally getting his associate’s degree in computer information system, he paused his studies to work as a plumbing project manager to support his family. With their support, and the help of Lehman College, he decided to return to school for a bachelor’s degree in 2023, which is when he discovered the Continuing Education CompTIA A+ Computer Technician program.

“I immediately saw it as the perfect way to strengthen my technical foundation,” says Fabio. “Enrolling in the program allowed me to reconnect with my original career goals and build the skills I needed to move forward in IT.”

The CompTIA+ program gave Fabio the hands-on experiences that ultimately allowed him to secure his current position at St. Barnabas Hospital. In-person sessions on how take apart and reassemble a computer, and how to wire an Ethernet cable,

gave him foundational skills that have been crucial in his job as a technical analyst. “What made the program even more meaningful was the instructor, who explained the material clearly and shared life lessons I carry with me today,” Fabio says. “He reminded us that it’s okay to start from zero, and that even if you accept a pay cut at first, the long-term opportunities will be worth it — advice I now see playing out in my career.”

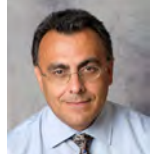
Like so many other program graduates, the CompTIA A+ program gave Fabio the technical foundation and confidence to pursue his long-term career path. Industry recognized CompTIA certifications like recognized CompTIA certifications like A+, Network+, and Security+ position graduates for advancement in the IT and cybersecurity fields whether they have an associate’s degree, a bachelors, or are just starting their career journey.

Now Fabio is preparing to apply for a master’s program in cyber security so that he can finally achieve his dream of being a security analyst, protecting companies and organizations from modern threats. And while he hopes there are no more “restarts” in his future, he knows that with Lehman College in his corner, anything is possible.

The advice Fabio would give someone else who is just starting their career journey is to “trust the process, use your available resources, and believe that the effort will pay off in the long run, because it truly does.” ■

Visit www.lehman.edu/ce to CHAT, register, or view brochure for latest information

From the President



Dear Lehman Community,

I am proud to share that Lehman College has been selected as one of the CUNY schools to pilot CUNY Beyond, a transformative initiative that will strengthen our commitment to connecting education with career opportunities. Through CUNY Beyond, we will deepen our focus on job preparation and skill development while expanding partnerships with employers, community organizations, and industry leaders across New York City and beyond.

This effort builds on Lehman's legacy as an engine of upward mobility in the Bronx. By aligning classroom learning with real-world applications and experiential learning, we are creating seamless pathways from college to career while advancing our vision to make Lehman a national model for higher education's impact on community and workforce development. All of which ensures you graduate with the skills, experience, and networks to thrive in today's fast-changing economy.

Our community is our passion, and your success is our priority. In true Bronx fashion, we will continue to move forward with purpose and innovate together.

Muchos éxitos!

Fernando Delgado, Ph.D.
President, Lehman College

From the Provost



Dear Students,

At Lehman College's School of Continuing and Professional Studies, we're always evolving to help you stay ahead of the curve. This spring, we have a variety of new programs designed for the future of work, from our recently launched Surgical Technician to a dynamic Professional Sales Training certificate. These programs combine real-world experience, hands-on learning, and the human skills that technology can't replace.

AI may be transforming industries, but it can't replicate the skills that lead to a great career: creativity, empathy, and trust. That's why Lehman offers training for AI-proof skills, from healthcare to high-stakes business. Whether you're preparing an operating room or negotiating a deal, we're here to help you develop the expertise that sets you apart, and the confidence to lead in any field.

Good luck in your journey,

Jorge Silva-Puras, J.D., M.B.A.
Provost and Senior Vice President for
Academic Affairs and Student Success

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SCPS SCHOOL OF CONTINUING & PROFESSIONAL STUDIES

6-9

Open House, Wednesday, January 14, 2026 6:30 pm

Learn about SCPS at Lehman College: information about skills that get you the job, a variety of learning options, tuition assistance and registration options.



Clinical Healthcare

10-17

Certified Nursing Assistant (CNA),
Patient Care Technician (PCT), EKG Technician, Phlebotomy Technician,
Dental Assistant, CPR & First Aid, Infection Control,
Emergency Medical Technician (EMT) Certification,
Certified Clinical Medical Assistant (CCMA)



Healthcare Related

18-25

Medical Coding – Certified Professional Coder (CPC™),
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Patient Care Coordinator,
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Pharmacy Technician, Surgical Technician, Sterile Processing Technician



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CompTIA A+ Technician, CompTIA Security+,
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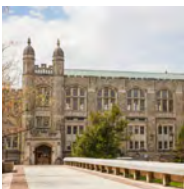
Accountant Assistant,
Digital Marketing & Productivity,
Real Estate Salesperson, Notary Public,
IRS Enrolled Agent, Tax Return Preparer, Microsoft Office 365 Program,
Executive Assistant, Self-Paced Online Learning



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Bronx Business Technology Incubator,
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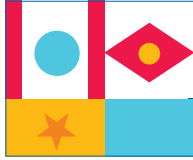
English for Speakers of Other Languages (ESOL),
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Study important Latino Topics online in
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GED Exam Preparation

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Summer Camp

Give your kids a summer to remember at
Lehman College.

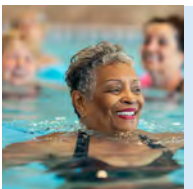
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Education Professional Workshops & Certificates/Degrees

DASA Workshop, CAP, VPW & SWA Workshops,
Infant Toddler Certificate, Masters in Education,
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Degrees for Working Adults — Lehman College

4-Year Undergraduate Programs, Graduate Programs,
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Music Performance

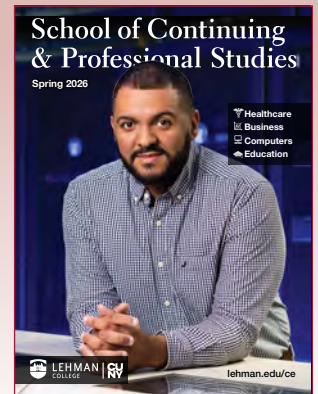
Chorus, Concert Band, Latin Band, Percussion Ensemble, Jazz Band

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Important Information

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SCHOOL OF CONTINUING & PROFESSIONAL STUDIES CATALOG PRODUCTION

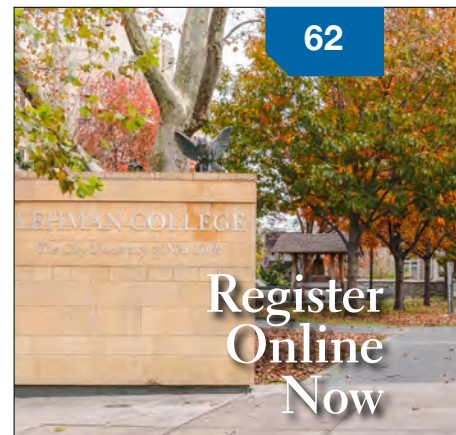
EDITOR:
Tim Bell

LAYOUT & DESIGN:
Riva Danzig

PRODUCTION ASSISTANT:
Maryann Drago-Dowling



Winner of CEANY 2019
Exemplary Marketing Program



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Open House

Wednesday,
January 14, 2026
6:30 p.m.

Looking to make the switch to your dream career or step up your skills in your current job?

- Find classes and certifications to meet your goals
- Program instructors and alumni to answer your questions

Join us for this FREE Online Event!

Scan QR code or visit <https://tinyurl.com/4jf39jck> to reserve your spot!



Information Sessions

Information Technology

CompTIA A+ & Network+
Tues, 1/8, 6:30-7:30 pm

Aquatics

Adult Youth & Swimming

Fri, 1/9, 6:30 - 7:30 pm
Wed, 2/4, 6:30 - 7:30 pm
Wed, 4/8, 6:30 - 7:30 pm

Healthcare

Medical Billing & Coding

Wed, 12/17, 7 - 8 pm
Sat 1/3, 11 am-12 pm

Clinical Healthcare Programs

Tue, 1/6, 6:30-7:30 pm

Patient Care Coordinator

Mon, 1/12 6:30-7:30 pm

CASAC

Wed, 1/7, 6:30-7:30 pm

Business

**Executive Assistant,
Account Assistant, Digital
Marketing & Productivity**
Mon, 1/5, 6:30-7:30 pm



**Scan QR code or visit
<https://tinyurl.com/2bsv4eny>
to reserve your spot!**

Course Formats

Lehman College in the Bronx is pleased to offer a wide variety of course options designed to meet your learning needs.

ONLINE

Online learning allows you to meet with an industry expert live-online using Zoom from the comfort of your home and interact with your classmates via Google Classroom. See ***Online Learning Requirements***.

HYBRID

Hybrid learning (part online, part in-person) combines the convenience of learning at home with in-person skills sessions with your classmates. See ***Online Learning Requirements***.

IN-PERSON

In-person learning allows you to enjoy state-of-the-art facilities at CUNY on the Concourse or Lehman's Main Campus.

HYFLEX

Hyflex learning gives you maximum choice. Using Lehman's state-of-the-art technology choose to learn online or in-person. Interact with classmates who are both online and in-person at the same time. See ***Online Learning Requirements***.

SELF-PACED

Self-Paced learning (online at your own pace) allows you to study when and where you want. Participate in pre-recorded lessons and activities, email your instructor questions and test your knowledge via assessments. See ***Online Learning Requirements***.

Online Learning Requirements

Students must have a device (phone, tablet, computer) with a camera, microphone/speakers, stable internet connection, and a Gmail email account. Laptops or desktop computers are recommended for all courses.



Earn College Credit!

Students may be eligible to receive undergraduate credit at Lehman College upon verification of credential completion. To learn more, please contact the Alternative Credit Option program at: college.completioncredit@lehman.cuny.edu.



INDICATES COURSE ELIGIBLE FOR COLLEGE CREDIT

Learn your way

GET HELP PAYING FOR CLASSES

Many Continuing Education courses are eligible for vouchers (i.e., Third-Party Sponsorship letters from 1199SEIU), reimbursement from employers, and loans. You must apply early – it often takes several weeks for processing prior to registration. Original voucher is required in order to be registered. Please note that TAP and Pell and other FAFSA financial aid does not apply to non-credit courses at four-year colleges.

Vouchers

ACCES-VR (VOCATIONAL REHABILITATION):

(Vocational and Educational Services for Individuals with Disabilities): 718-931-3500, TTY 718-828-4003, cut and paste into search bar: <https://acces.nysed.gov/vr>. You must first apply directly with VESID/ACCESS-VR. Once you have been assigned a counselor, contact Lehman Continuing Education.

Workforce1 New York:

To apply for an ITG voucher, you must be a Workforce1 member and have participated in services within the last 6 months.

Workforce1 online account

<https://a801-worksource1.nyc.gov/>

Prerequisites: Have High School diploma or equivalency, basic computer skills, and able to communicate, read and write in English.

Work experience: Have a minimum of 12 months of documented program-related work with recent work experience and earn less than \$63,928 annually. State ID (upload in WF1 online account), Electronic resume (upload in WF1 online account).

NYS & CSEA Partnership for Education & Training:

www.nyscseapartnership.org/NYS-CSEA-Employees/TuitionBenefits.cfm

Vouchers are available for NYS employees for a professional certificate course up to \$5000 in tuition.

Union vouchers/scholarships:

For Certified Clinical Medical Assistant Program, funding is available for those that qualify: www.audaciafoundation.org/ apply. Speak to your union representative at 1199SEIU apply for Career Pathways Training (CPT) Program and the 1199SEIU Training and Employment Funds (TEF) at <https://tinyurl.com/3r22jfk>, AFSCME <http://www.afscme.org/members/scholarships> and others.

Employment vouchers: Training vouchers may be available through your employer. Contact human resources, personnel, or training departments at your place of employment.

Scholarships

Helena Rubenstein Career Success

Scholarships: Limited scholarships are available to cover up to 90% tuition. Online scholarship information:

<https://tinyurl.com/yufc8nzb>

The Rev. Edward Lehman Davis, Sr.

Scholarship Fund: Up to two Certified Nursing Assistant graduates per semester may be reimbursed up to \$300 after registration and successful completion of the 130-hour C.N.A. program and Scholarship application. Please email: ce@lehman.cuny.edu for an application.

ASSET Scholarship (Adult Student Success in Educational Transition):

Limited scholarships are available to cover 50% and more of tuition for select programs including Certified Nursing Assistant (CNA), Medical Biller & Coder, A+ and Network+ Certification. Scholarships are awarded on a rolling basis. For more information, click the following link: <https://tinyurl.com/azyfp4dp>

1199SEIU Career Pathways Training Program

Funding is available for: Pharmacy Technician, Patient Care Coordinator and Credentialed Alcohol and Substance Abuse Counselor (CASAC). Open to 1199SEIU members and non-members. Click the following link to apply: <https://www.tefcpt.org/>

Audacia Foundation Career Pathways Training Program

Funding is available for Certified Clinical Medical Assistant (CCMA) program. Click the following link to apply: <https://audaciafoundation.org/apply/>

Get Help Paying for Classes

Saturday, Dec 6, 2025
10 -11 am

Saturday, Jan 3, 2026
10 -11 am



To register, use the QR code or visit:

<http://tinyurl.com/4tzwwux5>



Maryann Drago-Dowling
Continuing Education –
Registrar

maryann.drago-dowling@lehman.cuny.edu

Student Loan

Student education loans for continuing education and certificate programs are offered through private lenders. Some private lenders may carry high interest rates and origination fees, but also may offer extra perks, such as interest discounts or deferment in the case of financial hardship.

Before choosing a lender, make sure to shop around and compare your options. All the loans require a credit check, and most will require a cosigner if the borrower has little or negative credit history. In addition, some private lenders expect you to start making payments right away.

Contact the lender of your choice for details about their program and application process. Students have the right to select the alternative lender of their choice. Lehman College does not recommend any one in particular.

Visit www.lehman.edu/media/Continuing-Education/CurrentCatalog.pdf for up-to-date course info.

REGISTER TODAY

Discounts

Discounts are given on course tuition only for one course per semester on a space available basis. No discounts listed below apply to CAP 10, VPW 10, SWA 10, DSA 20, CLP 01/02 and Ed2Go online courses and specific courses as noted in the brochure.

15% tuition discount on one course only at the time of registration payment for the following:

- Senior citizens (62+ years)
- CUNY current degree students, alumni, 1 child or 1 parent/guardian
- CUNY employees or 1 child or 1 parent/guardian

Upload CUNY ID proof to student account at <https://ce.cuny.edu/lehman/checkoutsignin.cfm> and email ce@lehman.cuny.edu when done BEFORE registering.

Tax Credits for Continuing Education Programs

NOTICE: Form 1098-T is not used or provided for Lehman non-degree courses provided by Continuing Education. Lehman College Tax-ID is only used by Lehman College Degree Courses.

Lifetime Learning Credit (LLC): This credit applies to tuition and fees to earn a degree or other recognized educational credential to get a job or to improve your job skills. You must file Form 8863 and have your tuition receipt in place of Form 1098-T.

American Opportunity Tax Credit

(AOTC): This credit applies to tuition, fees, and course materials such as books and supplies needed for the course of study. You must file Form 8863 and have your tuition receipt in place of Form 1098-T which is not provided for non-credit courses.

Child and Dependent Care Tax Credit:

You may be eligible for this credit if your child, under age 13, is enrolled in our Summer Day Camp. Form 2441 must be filed. As Lehman College is tax-exempt, enter "Tax-Exempt" where Form 2441 asks for the Employer Identification Number (EIN).

For all of these credits, you are advised to consult a tax professional and <http://www.irs.gov> for eligibility and other rules.



Online Registration is easier than ever!

<https://ce.cuny.edu/lehman>

See page 62 for step-by-step instructions.

QUESTIONS?

Live Chat @
www.lehman.edu/ce
or
email ce@lehman.cuny.edu



In-Person Registration

Monday 9 am-5 pm
**LEHMAN COLLEGE
CAMPUS**

Carman Hall 128
250 Bedford Park
Boulevard West
Bronx, NY 10468

Mon, Tues, Wed, Thu 9 am-5 pm
CUNY ON THE CONCOURSE
2501 Grand Concourse, 3rd Floor
Bronx, NY 10468

Registration Contacts CONTINUING EDUCATION

www.lehman.edu/ce
ce@lehman.cuny.edu
718-960-8512



Company Training Options

Courses listed can be customized for private groups, employers, unions, or non-profits.

Customization Includes:

- Training location
- Flexible scheduling
- Contextualized curriculum
- Affordable group rates

For more information, email kimberly.kendall@lehman.cuny.edu





TRISHA MAHASE

Certified Nursing Assistant Graduate

ALUMNI PROFILE

- ✓ **WANTED** a career that would provide a better life for her family
- ✓ **DECIDED** that it was time to put herself and her dreams first
- ✓ **GAINED** hands-on skills and practical knowledge as a CNA
- ✓ **SECURED** her CNA certification, opening new doors in her professional journey

Trisha Mahase wasn't just looking for another job; she desired a stable career path or fulfilling profession that would allow her to provide a better life for herself and her family.

Growing up with a mother who was a Certified Nursing Assistant and then taking care of her mom in her final years, she knew that she had the traits of a helper. But it wasn't until she found the Lehman College Continuing Education hybrid CNA program that she saw a real path to making that dream come true.

"CUNY on the Concourse was only a few stops away on the train," says Trisha. "The hybrid in-person and online model really worked with my schedule."

Trisha credits the SCPS team, especially Allied Health Program Coordinator Romardio Hamilton, with their help, which gave her the confidence to return to school as an older student. "They answered all of my questions and were there to support me every step of the way."

Participating in two online days and one in-person

allowed Trisha to balance her schedule as a working parent with two young children. She appreciated the willingness of her instructors to go out of their way to teach to the various age and ability levels in the program. And hands-on opportunities to work with medical simulators like CPR manikins and fellow students allowed her to feel confident when it came time to take her CNA certification exam, which she passed in January of 2025.

"Returning to school as an older student, and a parent, meant that my experience was more complicated—I needed to work harder," Trish explains. "But it also drove me to succeed."

Not content to stop her learning journey, Trisha is now looking to Registered Nursing (RN) and Licensed Practicing Nursing (LPN) programs. Looking back on her experience, Trisha says that she would encourage anyone who is thinking about embarking on their own continuing education journey to start now.

"Don't wait," she says. "Something great is ahead of you. Do it for your family. Do it for yourself." ■

Certified Nursing Assistant (CNA) Voucher Included

Launch your fulfilling career as a Certified Nursing Assistant (CNA) with this New York State Education Department approved training. This comprehensive program equips you with the knowledge and skills to excel in diverse healthcare settings, from hospitals and hospice facilities to home health agencies.

CNAs work directly with patients and their families providing quality patient care. Duties range from feeding to taking vital signs.

Pay average in NYC is \$21.87 per hour (\$45,500 annually).

Upon successful program completion, we'll guide you through scheduling your NYS CNA certification exam – it's included! Additional attempts require a testing fee to be paid.

PREREQUISITES

- High School diploma or equivalency.
- Demonstrate fluency in English, reading test may be given.
- Physical examination is due at the 1st day of class.
- CPR: Basic Life Support (BLS) with AED for Healthcare Providers or current American Heart Association certification is required before clinical rotation.
- Basic computer skills are required for online learning.
- Proof of COVID-19 Vaccination is required for Clinical CNAs.

FOR MORE INFORMATION:
ce@lehman.cuny.edu



PROGRAM CERTIFICATION

Satisfactory completion of Course 1 and Course 2 plus CPR certification proof is required to be eligible to take the New York State (NYS) credentialing exam.

TOPICS

Anatomy/Physiology and Fundamentals of Patient Care

Master the inner workings of the human body through in-depth anatomy and physiology studies. Gain proficiency in essential patient care skills, from assisting with daily activities to applying rehabilitation techniques. 97 hours includes orientation, and didactic and skills instruction.

Clinical for CNAs

After successful completion of Anatomy/Physiology & Fundamentals of Patient Care, the program culminates in supervised clinical rotations where you'll put theory into practice, providing hands-on care to patients under the guidance of RNs. 30 hours.

Total Tuition: \$1,998*
\$2,147 includes the CPR class listed above

*Includes instruction, exam voucher, in-person off-site clinical, and medical testing/immunizations for clinical rotations. Does not include books, uniform, or registration fees.

★ CNA SCHOLARSHIP

ASSET (Adult Student Success in Education Transition) scholarship covers at least 50% of tuition for program.

Scan the QR code or visit <https://tinyurl.com/ycyn6cqv> to sign up or attend a program or financial assistance information session.



PROGRAM COURSES

1. Certified Nursing Assistant (CNA) Course 1
2. Certified Nursing Assistant (CNA) Course 2
3. CPR: Basic Life Support (BLS) with AED for Health Care Providers (or equivalent)

Certified Nursing Assistant (CNA) Course 1

This first part of the CNA program covers Anatomy/Physiology & Fundamentals of Patient Care topic and will provide the foundation for your CNA training.

CNA90 / Hybrid / \$999

26SP Mon/Tue/Wed* 6-9:00 pm Jan 21** - Mar 4

*In-person skills at CUNY on the Concourse

**Orientation Jan 21, 6-8 pm

Certified Nursing Assistant (CNA) Course 2

Building upon the foundation set in Anatomy/Physiology & Fundamentals of Patient Care topic in Course 1, this course delves deeper into advanced patient care practices and prepares you for application of your skills through an in-person off-site clinical rotation.

CNA91 / Hybrid / \$999

26SP Mon/Tue/Wed* 6-9:00 pm Mar 11 - May 29

*In-person skills at CUNY on the Concourse
Clinicals and License Exam will be scheduled in April & May

CPR: Basic Life Support (BLS) with AED for Health Care Providers

CPR: Basic Life Support (BLS) with AED for Health Care Providers

CPR101 / 1 Session / 6 Hours / In-Person / \$149
26SP Sat 9:30-4 pm Jan 31

First Aid (AHA Certification) (p. 14)
Recommended (see www.lehman.edu/ce).

Certified Patient Care Technician (PCT/PCA) Program

PROGRAM

DESCRIPTION:

Patient Care Technicians or Patient Care

Associates provide more direct care to patients than Certified Nursing Aides (CNAs). As a result, CNAs, who become Certified PCTs, have more job opportunities and earn more. PCTs can work in hospitals, doctor's offices, and many other settings.



Mustahir Mohalla

Certified Nursing Assistant

PREREQUISITES

- Proof of current CNA license.
- High School diploma or equivalency.
- Proof of current CPR license.
- Program taught hybrid (online/in-person).
- Basic computer skills are required for online learning.

PROGRAM REQUIREMENTS

1. Electrocardiography (p. 12)
2. Phlebotomy: Part I (p. 13)
3. Phlebotomy: Part II (p. 13)
4. Proof of New York State Certified Nurse Aide Credential

PROGRAM CERTIFICATE

After completing the program students must take the certification exam from the National Healthcareer Association (NHA) and become a Certified Patient Care Technician (CPCT). For more information about certification exam dates and fees please visit www.nhanow.com.

NHA exams fees are not included in course tuition.

To be eligible for a Lehman College program certificate, you must complete all required courses with a grade of C or better. To request and pay for a certificate (PDF or hard copy) and/or official transcript, complete the form at <https://tinyurl.com/2yhbnppww>. Documents will be issued after eligibility is confirmed and payment is received.

Patient Care Technician Program for CNAs

Tuition: \$2,248 (does not include CNA Certification Courses).

COORDINATOR:

Sheldon Stallings

sheldon.stallings@lehman.cuny.edu

718-960-8320

EKG Technician

Electrocardiography technicians prepare patients for and administer the EKG. They also assist with Holter monitor and stress testing. These highly sought-after positions offer jobs in a variety of health care settings and labs.



PREREQUISITES

High School diploma or equivalency.

PROGRAM COURSES

1. Electrocardiography
2. CPR: BLS with AED for Health Care Providers (p. 14)

PROGRAM CERTIFICATE

To be eligible for a Lehman College program certificate, you must complete all required courses with a grade of C or better. To request and pay for a certificate (PDF or hard copy) and/or official transcript, complete the form at <https://tinyurl.com/2yhbnppww>. Documents will be issued after eligibility is confirmed and payment is received.

HYBRID

Electrocardiography

This course introduces you to the techniques necessary to perform a twelve-lead resting electrocardiogram (ECG/EKG). You learn about normal rhythm and arrhythmia, basic cardiac physiology, electrophysiology, and how to troubleshoot technical problems. Upon completion you will be eligible to take the NHA certification exam.

EKG100 / 13 Sessions / 39 Hours / Hybrid / \$749

Sec 1: 26SP Tue 6:30-9:30 pm Sat 9:30 am-12:30 pm
Feb 10-Mar 24

Sec 2: 26SP Mon/Wed/Fri 9:30 am-12:30 pm Apr
10-May 8

*Select in-person skills at CUNY on the Concourse





Phlebotomy Technician

Kayla Neverson

Phlebotomy Technician Graduate

“Right when I finished, I got a job as a phlebotomist at a lab. I’m 19 years old, and people are always surprised that I’m so young. Getting in the medical field at this age is rare.” ■

PREREQUISITE

High School diploma or equivalency.



PROGRAM COURSES

1. Phlebotomy: Part I
2. Phlebotomy: Part II
3. CPR: BLS with AED for Health Care Providers (p. 14)
4. First Aid: AHA Certification (recommended) (p. 14)

PROGRAM CERTIFICATE

To be eligible for a Lehman College program certificate, you must complete all required courses with a grade of C or better. To request and pay for a certificate (PDF or hard copy) and/or official transcript, complete the form at <https://tinyurl.com/2yhbnpww>. Documents will be issued after eligibility is confirmed and payment is received.

Clinical Healthcare Programs Information Session

Tuesday, January 6 at 6:30 pm

Use QR code or visit

<https://tinyurl.com/2bsv4eny>



HYBRID **Phlebotomy I**
This course introduces you to the basic procedures used for obtaining blood from veins or capillaries. It also provides skills improvement for those who are already employed in the profession. You learn the appropriate way to use the equipment and the different types of blood tubes and draws. Upon completion, you will be eligible to take the NHA certification exam.

PLB101 / 12 Sessions / 36 Hours / Hybrid / \$675

26SP Mon/Wed 6:30-9:30 pm Jan 26-Mar 9

*Select in-person skills at CUNY on the Concourse

RELATED COURSES:

CPR: Basic Life Support (BLS) with AED for Health Care Providers (p. 14)

First Aid (AHA Certification)
Recommended (p. 14)

HYBRID **Phlebotomy II: Advanced Clinical**

Prerequisites: PLB 101 (taken within 7 months prior to PLB 102), CPR 100 or have permission from coordinator, and submission of required health clearance forms prior to taking PLB 102. (Required for PLB Tech & PCT/PCA)

PLB102 / 12 Sessions / 36 Hours / Hybrid / \$675

26SP Mon/Wed 6:30-9:30 pm Mar 23-May 11

*Select in-person skills at CUNY on the Concourse

Dental Assistant Externship Included



The 80-hour dental assistant training program followed by a 40-hour externship prepares students for one of the fastest growing health-care positions. Our program will prepare you for entry-level positions as a dental assistant. This program covers the history of dentistry, introduction to the dental office, the legal aspects of dentistry, introduction to oral anatomy, dental operator, introduction to tooth structure, and other areas. The purpose of this program is to famil-



iarize learners with dental assisting activities to effectively function as a dental assistant in a dental practice. Upon successful completion of the training, you will be matched with a local dental practice to complete your 40-hour externship and gain the valuable hands-on work experience needed for employment in the field.

Pay average in NYC is \$22.33 per hour (\$46,450 annually).

PREREQUISITES

- High School diploma or equivalency.
- Basic computer skills are required for online learning.
- Proof of COVID-19 Vaccination and Booster may be required for externship.

PROGRAM CERTIFICATE

To be eligible to receive a Lehman College program certificate PDF copy, you must complete all course requirements with a grade of C or better. To request and pay for a certificate hard copy and/or official transcript, complete the form at <https://tinyurl.com/2yhbnppww> Documents will be issued after eligibility is confirmed and payment is received.

National Certification: This program meets the necessary requirements to take the Dental Assisting National Board (DANB) Radiology Health and Safety (RHS) Examination and the Infection Control (ICE) exam.

HYBRID

DEA100 / 23 Sessions / 80 Hours plus 40-hour Externship / Hybrid / \$1499

26SP Tue/Thu 6-9:30 pm Mar 10-May 26

*Select in-person sessions at CUNY on the Concourse
NO DISCOUNTS APPLY TO THIS COURSE

CPR & FIRST AID

IN-PERSON

CPR: Basic Life Support (BLS) with AED for Health Care Providers

This course meets the requirements for National Certification for CPR from the American Heart Association (AHA). You will learn how to respond to emergencies involving infants, children, and adults. You are introduced to lifesaving techniques, rescue breathing, one- and two-person cardio-pulmonary resuscitation (CPR), abdominal thrusts and the Automated External Defibrillator (AED).

CPR: Basic Life Support (BLS) with AED for Health Care Providers
CPR100 / 1 Session / 6 Hours / In-Person / \$149

Sec 1: 26SP Sat 9:30-4 pm Feb 28

Sec 2: 26SP Sat 9:30-4 pm Mar 28

Sec 3: 26SP Sat 9:30-4 pm Apr 25

Sec 4: 26SP Sat 9:30-4 pm May 9

IN-PERSON

First Aid (AHA Certification)

This course covers the theory and practical skills of the standard first aid course as prescribed by the American Heart Association (AHA). Included are the first aid basics, medical emergencies, and injury emergencies.

MAS17 / 1 Session / 3 Hours / In-Person / \$95

26SP Sat 9:30 am-12:30 pm May 23





Emergency Medical Technician (EMT) Training



In this comprehensive course, you will develop the knowledge, skills and confidence necessary to care for patients at the scene of an accident and while transporting patients by ambulance to the hospital. EMTs have the emergency skills to assess a patient's condition and manage respiratory, cardiac, and trauma emergencies. They must be certified by the Bureau of Emergency Medical Services (EMS) in NY, part of the NYS Department of Health (NYSDOH).

For more info on the certification process, visit:

www.health.ny.gov/professionals/ems/

For Spring 2026 class information:

<https://tinyurl.com/yc7773ej>

HYBRID

Emergency Medical Technician (EMT course)

Prerequisite: High School diploma or equivalency

EMT100 / Hybrid* / \$1,399

26SP Tue/Thu Jan 20-May 21

Tuesdays & Thursday online classes meet

10 am - 2 pm or 6 - 10 pm.

Starting Apr 2, in person classes are 9 am - 1 pm at CUNY on the Concourse

NO DISCOUNTS APPLY TO THIS COURSE

Payment plan available.

Scan the QR code
for more information.



Are you an internationally trained nurse?

Improve your English skills and become a licensed nurse in New York City with no-cost NCLEX-RN ESOL Program

This program can help you:

- Improve your English language skills
- Learn about nursing in the US healthcare system
- Prepare for the NCLEX-RN exam to become re-licensed in NY State
- Apply for employment upon obtaining NYS RN licensure



Learn more and apply now:

The SBS NCLEX-RN Prep for Foreign Trained Nurses Training Program

Pre-Application Form at <https://tinyurl.com/5dwz2rys>

Email: immigrant.nursing@lehman.cuny.edu

Certified Clinical Medical Assistant CCMA Externship Included



The Certified Clinical Medical Assistant program combines classroom instruction with practical experience through an externship in a community-based medical practice or hospital. Clinical medical assistants provide both administrative and clinical services in various health care settings such as private offices, ambulatory centers and hospitals. Lehman's program is approved by the National Healthcareer Association (NHA). After completion of the required courses, you will be eligible to take the NHA credentialing examination and be ready to join the workforce. We offer a 120-hour externship and job readiness program to give you work experience in the field. On average, the program may be completed in 3 semesters.

Total tuition: \$4,736 (includes all program courses).

Pay average in NYC is \$21.36 per hour (\$44,420 annually).

PREREQUISITE

High School diploma or equivalency.

PROGRAM CERTIFICATE

To be eligible for a Lehman College program certificate, you must complete all required courses with a grade of C or better. To request and pay for a certificate (PDF or hard copy) and/or official transcript, complete the form at <https://tinyurl.com/2yhbnpww>. Documents will be issued after eligibility is confirmed and payment is received.

PROGRAM COURSES

1. Medical Terminology/Anatomy and Physiology: Parts 1 and 2
2. Medical Office Business Practice: Parts 1 and 2
3. CPR for Clinical Medical Assistants
4. Clinical Practice: Part 1 and 2
5. Externship & Job Readiness
6. Certification Exam Review

COORDINATOR:

Sheldon Stallings

sheldon.stallings@lehman.cuny.edu
718-960-8320

Clinical Healthcare Program Info Session

Tuesday, January 6
at 6:30 pm



Use the QR code or visit

<https://tinyurl.com/2bsv4eny>
to register

NEW & CONTINUING STUDENTS:

**ONLINE Medical Terminology
Anatomy and Physiology Part 1**
MAS01 / 13 Sessions / 39 Hours / Online / \$675
26SP Mon/Wed 6:30-9:30 pm
Sat 9:30 am-12:30 pm Jan 26-Feb 25

**ONLINE Medical Terminology:
Anatomy and Physiology Part 2**
MAS02 / 13 Sessions / 39 Hours / Online / \$675
26SP Mon/Wed 6:30-9:30 pm
Sat 9:30 am-12:30 pm Mar 2-30

**ONLINE Medical Office Business Practice:
Part 1 & 2**

This 2-part course will introduce students to the administrative office skills and office finances. Managed care and insurances, and latest application of coding that is expected of the entry-level medical assistant through theoretical and hands-on methods of teaching. Computer concepts are introduced with special emphasis on computerized practice management, such as telecommunications and electronic medical health record management.

Medical Office Business Practice Part I
MAS30 / 10 Sessions / 30 Hours / Online / \$495
26SP Mon/Wed 6:30-9:30 pm Apr 13-May 13

Medical Office Business Practice Part II
MAS31 / 10 Sessions / 30 Hours / Online / \$495
26SP Mon/Wed 6:30-9:30 pm May 18-Jun 22

WORKFORCE1 NEW YORK:

To qualify for a Workforce1 ITG Voucher covering tuition and registration fees, you must be a current WF1 members with 12 or more months of recent related experience.

Those with previous C.M.A. certification may not apply. See page 8 for more eligibility details or email maryann.drago-dowling@lehman.cuny.edu. Set up Workforce1 online account: <https://a801-worksource1.nyc.gov/>

View ITG Presentation

www1.nyc.gov/site/sbs/careers/training-grants.page

Allow 6-8 weeks to process voucher prior to registration.



CAREER PATHWAYS TRAINING PROGRAM

funding is available for those that qualify:

www.audaciafoundation.org/apply

★ FINANCIAL
ASSISTANCE

HYBRID

Clinical Practice: Part 1

This two-part course prepares you for understanding and performing a wide range of clinical medical assistant procedures by combining theory with hands-on clinical skills practice. Clinical skills include vital sign taking, phlebotomy, electrocardiography, and other various diagnostic procedures. Important topics such as infection control, pharmacology, and patient safety are mastered. Prerequisites: MAS01, MAS02.

MAS40 / 15 Sessions / 45 Hours / Hybrid / \$749
26SP Mon/Wed/Sat 6:30-9:30 pm Jan 12-Feb 18

HYBRID

Clinical Practice: Part 2

MAS41 / 15 Sessions / 45 Hours / Hybrid / \$749
26SP Mon/Wed/Sat 6:30-9:30 pm Mar 2-Apr 13

Prerequisite: Clinical Practice: Part 1

*Select in-person skills at CUNY on the Concourse

IN-PERSON

CPR for Medical Assistants

CPR100 / 1 Session / 6 Hours / In-Person / \$149
See Page 14 for section information

ONLINE

120-hour Externship & Job Readiness

This course will prepare you for externship and work in the medical field. Includes resume preparation, interview techniques, and other professional seminars to provide real-world guidance for the workplace with emphasis on productivity and collaborative interaction.

MAS19 / 3 Sessions / 129 Hours / Hybrid / \$600
26SP Sat 9:30 am-12:30 pm May 2-16

ONLINE

Certification Exam Review

Certification is encouraged as it allows MA students to demonstrate their competency in the professional and clinical knowledge base that a medical assistant is responsible for. Prerequisites: MAS01, MAS02.

MAS20 / 2 Sessions / 6 Hours / Online / \$149
26SP Mon/Wed 6:30-9:30 pm Apr 20-22



Norma De La Rosa

Certified Clinical
Medical Assistant
at Mt. Sinai
Hospital

ALUMNI SPOTLIGHT

Norma De La Rosa graduated from the Lehman College Certified Clinical Medical Assistant program. Her transition to a career in the healthcare industry came after 13 years working as a travel agent.

As a person with a natural ability to put people at ease, and a passion for making challenging experiences easy for others, a phlebotomy certification was a logical choice. This decision led Norma to pursue an additional EKG certification through Lehman College, which has opened the door to working in many departments including cardiology and presurgical. The additional certification and the knowledge gained through her hands-on training has also given her job security and the ability to negotiate higher rates of pay.

“After applying to Mount Sinai, I finally got my dream position. I have a union job that started off at \$27 per hour. I get regular breaks, vacation, and I’m well taken care of. I get to pick what I like, and pursue the areas of my work that I’m interested in. My family is so proud of me.”

—Norma De La Rosa, CCMA ■

Medical Biller and Medical Coder Voucher Included

EARN TWO AAPC CERTIFICATES IN JUST 18 MONTHS



Increase your earning potential while saving money and time by completing a combined biller and coder track. Medical billers and coders with certification earn 27% more than their non-certified colleagues.

PROGRAM PREREQUISITES

- High School diploma or equivalency.
- Program is taught 100% live online. Computer skills are required.

PROGRAM CERTIFICATION

Students receive a voucher for the Certified Professional Biller (CPB™) or (Certified Professional Coder (CPC™) exam offered by AAPC (the world's largest training and credentialing organization for the business of healthcare).

To be eligible for a Lehman College program certificate, you must complete all required courses with a grade of C or better. To request and pay for a certificate (PDF or hard copy) and/or official transcript, complete the form at <https://tinyurl.com/2yhbnpww>. Documents will be issued after eligibility is confirmed and payment is received.

PROGRAM COORDINATOR:

Teresa Stamoutsos

teresa.stamoutsos@lehman.cuny.edu

Medical Billing & Coding Information Session

Wednesday, December 17 at 6:30 pm

Saturday, January 3 at 11 am

Use QR code or visit

<https://tinyurl.com/2bsv4eny>



Medical Coding Course Sequence

Medical Terminology for Billing & Coding – Parts 1 & 2

Medical Coding & Insurance – Parts 1 & 2
Certified Professional Coder – Practicum & Exam

Medical Billing Course Sequence

Medical Terminology for Billing & Coding – Parts 1 & 2

Medical Billing & Insurance – Parts 1 & 2
Certified Professional Biller – Practicum & Exam

Total tuition: \$6,320 (includes all program courses).

GET \$100 OFF AS A RETURNING STUDENT*

- > Register for CPB02 & CPB03 and get \$100 off the Practicum (CBP04).
- > Register for CPC02 & CPC03 and get \$100 off the Practicum (CPC04).

Contact Maryann Drago-Dowling for details: maryann.drago-dowling@lehman.cuny.edu

***No other discounts available. Expires 12/31/2026.**



MEDICAL BILLER and MEDICAL CODER – continued

PREREQUISITE COURSES

ONLINE

Medical Terminology for Billing & Coding, Part 1★

This course will provide you with an understanding of medical terminology and anatomy to set the foundation for pursuing a career as a medical biller or coder.

CBP11 / 13 Sessions / 39 Hours / Online / \$675

26SP Tue/Thu 6:30-9:30 pm Feb 3-Mar 26

ONLINE

Medical Terminology for Billing & Coding, Part 2★

Further your understanding of medical terminology and anatomy while familiarizing you with translating patient health information into medical codes. Prerequisite: CPB 11 or equivalent

CBP12 / 13 Sessions / 39 Hours / Online / \$675

26SP Tue/Thu 6:30-9:30 pm Mar 31-May 12

Certified Professional Biller Courses

ONLINE

Medical Billing & Insurance (AAPC CPB™), Part 1★

Develop and prepare with the necessary professional skills to become a medical biller and maintain the business side of medicine.

Prerequisite: CPB 12 Medical Terminology Part 2 or equivalent coursework.

CBP02 / 14 Sessions / 42 Hours / Online / \$795

26SP Mon/Wed 6:30-9:30 pm Sat 9:30 am-12:30 pm Jan 28-Mar 11

ONLINE

Medical Billing & Insurance (AAPC CPB™), Part 2★

Learn how to identify various insurance plan types and their reimbursement. Learn how to identify various insurance plan types and their reimbursement policies. Prerequisite: CPB 02.

CBP03 / 14 Sessions / 42 Hours / Online / \$795

26SP Mon/Wed 6:30-9:30 pm Sat 9:30 am-12:30 pm Mar 23-Apr 29

HYBRID

Certified Professional Biller Practicum

Final practicum includes AAPC Certified Professional Biller (CPB™) exam, 1-year AAPC student membership, and hands-on practice with billing software in preparation for employment.

Prerequisite: CPB 03.

NO DISCOUNT

CBP04 / 6 Sessions / 18 Hours / Hybrid / \$795

26SP Mon/Wed 6:30-9:30 pm Sat 9:30 am-12:30 pm May 6-20

Certified Professional Coder Courses

ONLINE

Medical Coding (AAPC CPC™), Part 1★

This course will teach you the fundamental principles of medical coding, preparing you for a career in the healthcare industry. The program includes a 1-year AAPC membership.

Prerequisite: CPB 12 Medical Terminology Part 2 or equivalent coursework.

CPC02 / 16 Sessions / 48 Hours / Online / \$895

26SP Mon/Wed 6:30-9:30 pm Sat 9:30 am-12:30 pm Jan 21-Mar 11

ONLINE

Medical Coding (AAPC CPC™), Part 2★

Deepening your understanding of the language of medical coding in this course. You will learn to interpret clinical information as it pertains to patients' medical records and sharpen skills to effectively communicate with physicians and healthcare providers across all medical specialties. Prerequisite: CPC 02.

CPC03 / 16 Sessions / 48 Hours / Online / \$895

26SP Mon/Wed 6:30-9:30 pm Sat 9:30 am-12:30 pm Mar 18-May 4

HYBRID

Certified Professional Coder Practicum

Final practicum includes AAPC Certified Professional Coder (CPC™) exam and 1-year AAPC student membership.

Prerequisite: CPC03.

NO DISCOUNT

CPC04 / 6 Sessions / 18 Hours / Hybrid / \$795

26SP Mon/Wed 6:30-9:30 pm Sat 9:30 am-12:30 pm May 11-27



★ MEDICAL BILLING & CODING SCHOLARSHIP

ASSET (Adult Student Success in Education Transition)

Covers 50% of tuition for program.

Scan the QR code or visit <https://tinyurl.com/ycyn6cjb> to sign up to attend a program or financial assistance information session.



"Healthcare is a huge field, and there are so many different specialties, so you always have a job. I was able to chart my own path by learning on the job and then pursuing credentials and education through Lehman College." ■

Katrina Yardbrough

Medical Biller and Coder Graduate



FREQUENTLY ASKED QUESTIONS

Q: *I already have experience in medical billing and coding. Where should I start?*

A: You may request an equivalency exam to waive Medical Terminology Parts 1 and 2. If you pass the equivalency exam, you will meet the prerequisite for either Medical Billing & Insurance, Part 1 or Medical Coding, Part 1.

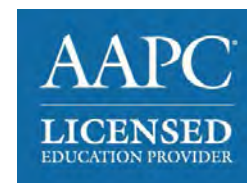
Q: *Is an AAPC certification worth it for medical billing and coding jobs?*

A: Yes, AAPC certification can be very valuable for several reasons:

- **Increased Earning Potential:** Studies show certified coders, especially those with specialties, can earn significantly more than non-certified coders.
- **Career Advancement:** The AAPC certification is recognized by employers and demonstrates your expertise and commitment to the field.
- **Validation of Knowledge:** Passing the exam shows you understand medical coding guidelines and best practices.
- **Staying Competitive:** Certification shows you're up-to-date on current regulations in this evolving field.
- **Versatility:** The skills can be applied in various healthcare settings.

Q: *How long and how much is the program?*

A: You will take classes up to twice a week for 18 months to complete both certifications. The tuition for the entire program is \$6,320 which includes AAPC membership and two AAPC test attempts for both the Certified Professional Biller and Certified Professional Coder certification exams. Tuition does not include books or registration fees.



1-year AAPC student membership is included in tuition for all students. As a member you will have access to a large nationwide network of other coders and billers to connect with and provide ongoing education and extended resources to keep you updated on this ever-changing industry.

HEALTHCARE TECHNICIAN



PHARMACY TECHNICIAN

This comprehensive 60-hour program with an optional 80-hour externship will prepare students to enter the pharmacy field and to prepare for the Pharmacy Technician Certification Board (PTCB) Certified Pharmacy Technician (CPhT) exam. Technicians work in hospitals, home infusion pharmacies, community pharmacies, and other health care settings under the supervision of a registered pharmacist.

Pay average in NYC is \$23.09 per hour (\$44,333 annually).

PREREQUISITES

High School diploma or equivalency.

Foundational Math Skills*

*Please note that Pharmacy Technicians need foundational math skills in basic arithmetic, fractions, decimals, percentages, ratios, and proportions, and the ability to think through and solve problems. These skills will be applied in the program to learn how to accurately calculate and dispense medication dosages.

PROGRAM CERTIFICATE

To be eligible to receive a Lehman College program certificate PDF copy, you must complete all course requirements with a grade of C or better. To request and pay for a certificate hard copy and/or official transcript, complete the form at <https://tinyurl.com/2yhbnpww>. Documents will be issued after eligibility is confirmed and payment is received.

Pharmacy Technician Externship Included

The course cost of \$1,499 includes textbooks**, registration fee, tuition, certificate (pdf), and materials.

NO DISCOUNTS APPLY TO THIS COURSE

PTP200 / 20 Sessions / 60 Hours / Hybrid / \$1499

26SP Mon/Wed 6:30-9:30 pm Mar 11-May 18

HYBRID

*Select in-person sessions at CUNY on the Concourse

NOTICE: To be eligible for the Certified Pharmacy Technician (CPhT) exam, a candidate must complete one of the following: Pathway 1: A PTCB-Recognized Education/Training Program* (or completion within 60 days). Pathway 2: Equivalent work experience as a pharmacy technician (min. 500 hours).

This alternative path will serve experienced pharmacy technicians who were not in a position to attend a PTCB-recognized program.

*Our Pharmacy Technician program is recognized by PTCB for CPhT exam.

** Textbook cost will be deducted from any refund due, if marked or not returned.

CAREER PATHWAYS TRAINING PROGRAM

funding is available for those that qualify:
www.tefcpt.org

★ FINANCIAL ASSISTANCE

HEALTHCARE TECHNICIANS



SURGICAL TECHNICIAN

This 70-hour program with 40-hour externship explores the surgical technologist's role, covering operating room preparation and intraoperative assistance. You'll learn sterile techniques, instrument handling, and patient care under the surgeon's supervision. Foundational knowledge includes medical terminology, anatomy, and infection control, ensuring effective team communication.

70 hours + 40-hour externship \$1,799

PREREQUISITES

High School diploma or equivalency.

PROGRAM CERTIFICATE

To be eligible to receive a Lehman College program certificate PDF copy, you must complete all course requirements with a grade of C or better. To request and pay for a certificate hard copy and/or official transcript, complete the form at <https://tinyurl.com/2yhbnpww>. Documents will be issued after eligibility is confirmed and payment is received.

HYBRID

Surgical Technician with Externship

No discounts apply to this course.

SUT100 / 23 Sessions / 70 Hours / Hybrid / \$1799

26SP Mon/Wed 6:30-9:30 pm Mar 11-Jun 10*

*Select in-person dates at CUNY on the Concourse.

The course cost of \$1799 includes textbook**, registration fee, tuition, PDF program certificate, and materials.

NOTICE: This Surgical Technologist program is approved by the American Allied Health (AAH) and National Healthcare Workforce Career Association (NWCA) national certification exams, provided that students meet certain requirements which may include hands-on scrubs and or practical experience through either a Clinical Externship and or Employment Experience. Please note that this is not an associate degree and/or Commission on Accreditation of Allied Health Education Programs (CAAHEP) - approved program, which requires a 1 to 2-year associate credit program.

**Textbook cost will be deducted from any refund due, if marked or not returned.

STERILE PROCESSING TECHNICIAN

This 80-hour program with 40-hour externship will prepare you for a rewarding career as a sterile processing professional. You'll learn decontamination, sterilization, and equipment handling through lectures and labs. Core topics include instrumentation, infection control, and inventory management.

80 hours + 40-hour externship \$2,195

PREREQUISITES

High School diploma or equivalency.

PROGRAM CERTIFICATE

To be eligible to receive a Lehman College program certificate PDF copy, you must complete all course requirements with a grade of C or better. To request and pay for a certificate hard copy and/or official transcript, complete the form at <https://tinyurl.com/mr2ysb5b>. Documents will be issued after eligibility is confirmed and payment is received.

ONLINE

Sterile Processing Technician with Externship

No discounts apply to this course.

STR100 / 80 Hours / Hybrid / \$2195

Start anytime. 6 months online access.

ONLINE CAREER TRAINING PROGRAMS

HVAC/R Technician (Voucher Included)

This self-paced HVAC/R Technician program covers hands-on technical training, soft skills, and includes exam vouchers for EPA 608, NATE, and HVAC Excellence certifications.

Certificación HVACR en Español

Mejorarás tus habilidades en inglés y vocabulario técnico para prepararte para una carrera como técnico HVACR.

Residential Electrician

This hands-on training prepares students for entry-level residential electrician work with instruction in wiring, safety, customer service, and licensing exam readiness.

The Complete Project Manager with CAPM® and PMP® Prep

This course prepares experienced professionals to manage complex projects and qualify for CAPM® or PMP® certification.

Veterinary Assistant

This course trains students for a veterinary assistant role by covering animal care, anatomy, restraint techniques, pharmacy tasks, emergency response, and client communication skills.

Lean Six Sigma Yellow Belt & Green Belt

Launch a rewarding career by learning process improvement methods and prepare for Lean certification.

Most 4-12+ month Career Training Programs include facilitators and mentors to answer questions and for guidance, include all necessary materials, and have payment plans.

ONLINE FUNDAMENTAL COURSES

TEAS Prep Series

This TEAS Prep Series will help you ace the exam, covering all subjects, study skills, practice questions, and test-day strategies.

Certificate in Gerontology

Specialize in gerontology! Enhance your skills to meet the increasing demand for elder care, covering healthy aging, dementia, and more.

Medical Terminology Series

Struggling with medical terms? This course teaches you anatomical terminology by breaking down roots, origins, and common usage for all organ systems.

Fundamentals of Supervision and Management

Newly promoted or aspiring manager? This course teaches essential management skills: delegation, motivation, problem-solving, and conflict resolution.

Spanish for Medical Professionals

Bridge communication gaps with Spanish-speaking patients! This course teaches essential medical Spanish, boosting your career and patient care.

Mastering Public Speaking

Become a confident public speaker! Learn to plan, deliver, and ace presentations, manage fear, and communicate persuasively in any context.

Elevate your expertise with our 6-week fundamental courses or dive into self-guided programs available anytime, all taught by industry experts.

REFUNDS: Refunds for all ed2go classes and programs, please see page 55.

To enroll in a Career Training Program or for more information, visit: careertraining.lehman.edu or scan QR code



To enroll in a Fundamental Program or for more information, visit: ed2go.com/lehman or scan QR code



Patient Care Coordinator

Patient Care Coordinators have an active role as part of the healthcare team and work one-on-one with patients to help them meet their goals. Understanding the essential roles and responsibilities of a care coordinator and how best to communicate, engage with and respond to patients' diverse needs are taught in this certificate program.

PREREQUISITE

High School diploma or equivalency. Program is taught 100% online. A device with a camera, video, and audio (computer, tablet, or laptop) and related computer skills, facility with navigating the internet and reliable access to the internet are essential.

PROGRAM COURSES

- Intro to Care Management
- Motivational Interviewing (MI)
- Chronic Conditions and Addiction: Healthy Outcomes
- Mental Health and Emotional Support

PROGRAM CERTIFICATE

To be eligible for a Lehman College program certificate, you must complete all required courses with a grade of C or better. To request and pay for a certificate (PDF or hard copy) and/or official transcript, complete the form at <https://tinyurl.com/2yhbnppww>. Documents will be issued after eligibility is confirmed and payment is received.

Total tuition: \$1,276 (includes all program courses).

COORDINATOR

Alisa Zarrin, alisa.zarrin@gmail.com, 917-957-8104

ONLINE

Intro to Care Management

This first course covers the essential roles and responsibilities of care coordinators, including documentation, ethics, and effective communication. The focus is on the perspective of the patient with an examination of the barriers to successful patient care and how best to help overcome the barriers.

PCO10 / 5 Sessions / 15 Hours / Online / \$319
26SP Mon/Wed 6:30-9:30 pm Feb 23-Mar 9

ONLINE

Motivational Interviewing (MI)

During this course students will learn how to apply motivational interviewing techniques when communicating with patients for them to identify and change behaviors that place them at risk for further health issues. Prerequisite: PCO 10.

PCO20 / 5 Sessions / 15 Hours / Online / \$319
26SP Mon/Wed 6:30-9:30 pm Mar 16-30

Patient Care Coordinator Information Session



Monday, January 12 at 6:30 pm

Use the QR code or visit

<https://tinyurl.com/2bsv4eny>
to register

ONLINE

Chronic Conditions and Addiction: Healthy Outcomes

We will identify what constitutes a chronic condition and how to work with clients with chronic conditions. The focus will also be on the complexities of addiction counseling and the key facts behind alcohol and substance abuse addiction. Prerequisite: PCO 20.

PCO30 / 5 Sessions / 15 Hours / Online / \$319
26SP Mon/Wed 6:30-9:30 pm Apr 13-27

ONLINE

Mental Health and Emotional Support

You will gain a better understanding of the levels of engagement needed when working with patients with mental health conditions, including identifying unique barrier to successful outcomes, managing a patient in crisis, and recognizing common mental health conditions. Prerequisite: PCO 30.

PCO40 / 5 Sessions / 15 Hours / Online / \$319
26SP Mon/Wed 6:30-9:30 pm May 4-18

CASAC

Credentialed Alcoholism & Substance Abuse Counselor

CASAC Program Information Session



Wednesday, January 7 at 6:30 pm

Use the QR code or visit

<https://tinyurl.com/2bsv4eny>

There is demand for credentialed alcoholism and substance abuse counselors (CASACs) with a sound clinical foundation, as well as sensitivity to client population diversity. This program is designed for health and human services professionals, educators, clergy, and employee assistance personnel who wish to enter or advance in the field.

Qualifications for NYS-CASAC credential:

Satisfactory completion of education/training, supervised practical training, and documented work experience as well as passing the New York State Office of Addiction Services and Support (NYS-OASAS) written examination for the Credentialed Alcoholism and Substance Abuse Counselor (CASAC) designation. Credential applicants are required to document 350 clock hours of course work covering 4 categories of knowledge. This training is provided under NYS-OASAS provider #A1 0157. Assistance in identifying resources for the supervised practical training hours is provided by the program coordinator.

PREREQUISITE

- High School diploma or equivalency.
- Program is taught 100% live online. Computer skills are required.

CAREER PATHWAYS TRAINING PROGRAM



FINANCIAL ASSISTANCE

funding is available for those that qualify: <https://www.tefcpt.org>

PROGRAM COURSES (9)

Section I: Knowledge of Substance Abuse Disorders (85 Hours)

1. Overview of Alcoholism and Substance Abuse
2. Diversity of Treatment Interventions and Approaches

Section II: Alcoholism and Substance Abuse Counseling (150 Hours)

3. Counseling Issues I: Individual and Group Counseling
4. Human Growth and Development
5. Counseling Issues II: Family Counseling and Relapse Prevention
6. Counseling Issues III: Communicable Diseases and Special Populations

Section III: Assessment, Clinical Evaluation, Treatment Planning, Case Management, and Patient, Family and Community Education (70 Hours)

7. Treatment Planning, Clinical Documentation and Discharge Planning
8. Assessment, Clinical Evaluation, Case Management and Referral

Section IV: Professional and Ethical Responsibilities (45 hours)

9. Ethics, Ethical Practice and Counselor Wellness and Responsibility

Total tuition: \$5,481 (does not include Exam Preparation Course)

PROGRAM CERTIFICATE

To be eligible for an OASAS section completion and/or 350-hour program certificate, you must complete all required courses with a grade of C or better and upload certifications for Child Abuse Prevention & Intervention and Medication to your student account >> document. To request and pay for an official transcript, complete the form at <https://tinyurl.com/mr2ysb5b>. Documents will be issued after eligibility is confirmed and payment for transcript is received.

COORDINATOR

Rory Gilbert

rory.gilbert1@lehman.cuny.edu



ONLINE

Overview of Alcoholism and Substance Abuse

ASC01 / 13 Sessions / 40 Hours / Online / \$619
26SP Tue/Thu 6:30-9:35 pm Feb 3-Mar 19

ONLINE

Diversity of Treatment Interventions and Approaches

ASC02 / 15 Sessions / 45 Hours / Online / \$695
26SP Tue/Thu 6:30-9:30 pm Mar 31-May 18

ONLINE

Assessment, Clinical Evaluation, Case Management and Referral

ASC33 / 13 Sessions / 40 Hours / Online / \$619
26SP Mon/Wed 6:30-9:35 pm Feb 2-Mar 18

ONLINE

Ethics, Ethical Practice and Counselor Wellness and Responsibility

ASC42 / 15 Sessions / 45 Hours / Online / \$695
26SP Mon/Wed 6:30-9:30 pm Mar 30-May 18

ONLINE

Human Growth and Development

ASC26 / 10 Sessions / 30 Hours / Online / \$495
26SP Tue/Thu 6:30-9:30 pm Apr 21-May 21

ONLINE

CASAC Exam Preparation Course

ASC60 / 3 Sessions / 9 Hours / Online / \$225
26SP Sat 9:30 am-12:30 pm Mar 14-28

ONLINE

Counseling Issues I: Individual and Group Counseling

Offered Summer 2026

ONLINE

Counseling Issues II: Family Counseling and Relapse Prevention

Offered Summer 2026

★ FINANCIAL ASSISTANCE

CAREER PATHWAYS TRAINING PROGRAM

funding is available for those that qualify:

www.tefcpt.org/apply/

INFORMATION TECHNOLOGY



More than half of today's jobs require some degree of technology skills and that number continues to increase. Improving your skills is the way to get ahead and advance your career. Our computer information technology non-credit certificate programs and globally-recognized certifications can help you reach your goals.

PREPARE FOR INDUSTRY-RECOGNIZED CERTIFICATIONS

- CompTIA A+ Computer Technician
- CompTIA Network+
- CompTIA Security+
- Virtual Reality Training Academy

COORDINATOR:

computer.programs@lehman.cuny.edu

IT Program Information Session



Thursday, January 8 at
6:30 pm

Use the QR code or visit
<https://tinyurl.com/2bsv4eny>
to register

Boost Your Career with a Free CompTIA Certification Exam

We're excited to announce that our program includes a complimentary certification exam voucher! This industry-recognized credential validates your IT knowledge and skills, making you a more competitive candidate in the job market.

Cost Savings: The CompTIA exam voucher covers the registration fee, saving you money on pursuing this valuable certification.

Career Advancement: Earning your CompTIA certification demonstrates your foundational IT knowledge to potential employers.

Increased Confidence: The preparation process strengthens your understanding of core IT concepts, boosting your confidence in your abilities.

Information Technology Programs

CompTIA
Authorized Partner

ACADEMIC
PARTNER

HYBRID

CompTIA A+ Computer Technician

Fast-track your IT career with our CompTIA A+ Computer Technician program! This program equips you with the essential skills to install, troubleshoot, and maintain computer hardware and software. Master industry-standard practices, prepare for the sought-after CompTIA A+ certification, and gain the foundation to launch your career in exciting fields like help desk support, technical service, and more! You'll be laying the groundwork for pursuing further IT certifications like Cisco and Amazon. Prerequisites: Strong familiarity with using computers, including operating systems, software, and hardware components; ability to identify and troubleshoot technical issues

CIP120 / 33 Sessions / 99 Hours / Hybrid / \$1795
26SP Mon/Wed/Thu 6:30-9:30 pm Feb 19-May 6
*Select in-person sessions at CUNY on the Concourse



★ A+ SCHOLARSHIP

ASSET (Adult Student Success in Education Transition) Scholarship covers 50% of tuition for the A+ Computer Technician and Network+ programs.



Scan the QR code or visit <https://tinyurl.com/ycyn6cqv> to sign up to attend a program or financial assistance information session.

HYBRID

CompTIA Network+

Elevate your network expertise! Our CompTIA Network+ course will help you gain the skills and knowledge to install, configure, and troubleshoot wired and wireless networks. Learn about network security, cloud concepts, and essential network protocols. This program prepares you for the sought-after CompTIA Network+ certification, opening doors to network technician and administrator roles in various IT environments. Prerequisites: CompTIA A+ Certification or equivalent knowledge.

CIP125 / 27 Sessions / 81 Hours / Online / \$1495
26SP Tue/Thu 6:30-9:30 pm Feb 19-May 21

ONLINE

CompTIA Security+

Sharpen your cybersecurity edge with our CompTIA Security+ certification course! This program equips you with the fundamental skills to secure networks, systems, and devices. Learn about threat analysis, risk mitigation, application and network security, and best practices in today's ever-evolving cyber landscape. Earning your CompTIA Security+ certification demonstrates your commitment to cybersecurity and positions you for success in entry-level security analyst roles and beyond. Prerequisites: CompTIA Network+ Certification or equivalent knowledge; ideally have some IT administration experience with a security focus preferred.

Offered Fall 2026

ONLINE

Intro to Python & AI For Digital Portfolio Development

This accelerated course teaches practical Python programming and leverages Gen-AI to create a professional digital portfolio. The curriculum covers Foundations of Python (variables, loops, functions), modern tools like Git, GitHub, and GitHub Codespaces, and Applied Project Development. The final module, Portfolio Building, uses Gen-AI to deploy projects, organize a robust GitHub portfolio, and prepare students to showcase their abilities to employers. Prerequisite: Computer literacy, however basic coding knowledge is a plus.

PYP01 / 18 Sessions / 2.5 Hours / Online / \$775
26SP Mon/Wed 7-9:30 pm Feb 9-Apr 22

ANN MARIE EDWARDS

CompTIA+ Computer Technician Program Graduate



GRADUATE SPOTLIGHT

- ✓ **CHALLENGED** herself to learn a new skill
- ✓ **SECURED** an ASSET Scholarship for 50% of tuition
- ✓ **GAINED** hands-on experience working with computers
- ✓ **PREPARED** for an exciting new career in IT!

Originally from Jamaica, Ann Marie has lived in the Bronx since 2000. She worked as a paralegal and in mortgage processing before pivoting her career towards IT. In her previous roles, she often used computers, sometimes troubleshooting technical issues. This experience sparked her interest in IT security. “We often upload sensitive information, so we need to make sure that it’s really secure,” she shared.

Still, she had no formal IT experience when enrolling in Lehman College’s CompTIA+ Computer Technician program. Through a quick internet search, she discovered the ASSET scholarship. “I thought, you know what, let me challenge myself. Let me see

if I can do this,” she shared. The scholarship allowed her to pursue further education and shift her career trajectory. Once accepted into the program, she appreciated the hands-on experience with hardware and the detailed security training it provided.

The comprehensive learning experience of Lehman’s CompTIA program exceeded her expectations. “We were able to pull apart a laptop, a CPU, and learn to recognize what parts of hardware are what. And then we got to learn the different security features, which was a valuable experience for me.” Now, she’s focused on securing a job in the IT field and is diligently preparing for the CompTIA exam, which she hopes to take next month. ■

VIRTUAL REALITY TRAINING ACADEMY (Unity)

Intro to 3D Development with AI in Unity: Mobile & Mixed Reality



Master Unity3D and AI tools to build dynamic mobile and mixed reality (XR) experiences. This hands-on, beginner-friendly program provides a comprehensive introduction to Unity3D, a leading platform for real-time 3D development across industries such as gaming, film, architecture, automotive, healthcare, and many more. You'll learn the core 2D and 3D fundamentals crucial for creating applications for smartphones, mixed reality glasses, and VR headsets. Discover how to incorporate AI for enhanced design and interactivity. The program also highlights practical applications and diverse career opportunities, from indie studios to major players like Snap and Meta. No prior experience with Unity or AI is necessary, however basic coding knowledge is a plus.

*Partially subsidized by NYC Council

ONLINE

Intro to 3D Development with AI in Unity: Mobile & Mixed Reality Part 1

VRT50 / 10 Sessions / 22.5 Hours / Online / \$395
26SP Mon/Wed 6:30-8:45 pm Feb 25-Mar 30

ONLINE

Intro to 3D Development with AI in Unity: Mobile & Mixed Reality Part 2

VRT51 / 10 Sessions / 22.5 Hours / Online / \$395
26SP Mon/Wed 6:30-8:45 pm Apr 13-May 13

LEHMAN UPSKILLING

Lehman Upskilling are introduction and training programs that prepare individuals for open positions in high industry growth areas such as IT, Data Analytics, Healthcare, and Business Administration.

Past Courses:

- Intro to Cryptocurrencies
- Intro to Blockchain
- Working with Data - Data Management
- Data Presentation
- Introduction to Cybersecurity in Business
- Practical Application of HR Management
- Introduction to R
- Intro to Python for Business
- Business Presentation
- Generative AI Tools in Business



Lehman Upskilling Program

For latest offerings, use the QR code or visit

www.lehmanupskilling.org or:
<https://tinyurl.com/y2jakdhp>

BUSINESS & PROFESSIONAL CERTIFICATES

Account Assistant, Digital Marketing & Productivity Information Session

Monday January 5 at 6:30 pm

Use the QR code or visit
<https://tinyurl.com/2bsv4eny>



Accountant Assistant with Quickbooks

Start your career in finance as an accounting assistant. This entry-level job is available in a wide range of industries.

PROGRAM COURSES

1. Bookkeeping 1
2. Bookkeeping 2
3. QuickBooks
4. Excel 1

Average pay in NYC is
\$25 per hour (\$52,000 annually).

PREREQUISITES

High School diploma or equivalency.

PROGRAM CERTIFICATE

To be eligible for a Lehman College program certificate, you must complete all required courses with a grade of C or better. To request and pay for a certificate (PDF or hard copy) and/or official transcript, complete the form at <https://tinyurl.com/2yhbnpww>. Documents will be issued after eligibility is confirmed and payment is received.

FOR MORE INFORMATION

ce@lehman.cuny.edu

ONLINE

Microsoft Excel: Part 1

Microsoft Excel is a spreadsheet program that is a must for accountants, office workers, and marketing managers. Personal uses include budgeting and data tracking. This course covers basic to intermediate skills of the program from manipulating worksheets to basic formulas and functions and more. Prerequisite: MOS 02 Microsoft Office Essentials or equivalent experience or training.

CFM60 / 6 Sessions / 12.5 Hours / Online / \$250
26SP Tue/Thu 6:30-8:35 pm Mar 17-Apr 2

ONLINE

Bookkeeping 1

This entry-level course describes the concepts and principles of accounting and data accumulation techniques with an emphasis on preparation and interpretation of financial statements. In addition, you will learn how the basic accounting process, sales, purchases, and other transactions are recorded and classified into individual accounts.

CFM38 / 10 Sessions / 27.5 Hours / Online / \$495
26SP Mon/Wed 7-9:45 pm Jan 26-Mar 2

ONLINE

Bookkeeping 2

Companies need accurate financial information to make informed decisions in a rapidly changing business environment. This course gives you the tools to understand how the accounting process puts all of a company's financial data into standardized formats that can be used for decision making, analysis and planning. Prerequisites: Bookkeeping 1 CFM 38 or equivalent education or experience.

CFM37 / 10 Sessions / 27.5 Hours / Online / \$495
26SP Mon/Wed 7-9:45 pm Mar 11-Apr 13

ONLINE

QuickBooks

This hands-on course teaches you how to perform basic accounting procedures using this popular software. This course also covers the role of QuickBooks

Accounting and Microsoft Excel in the development and management of record-keeping initiatives. Prerequisites: Recent completion of CFM 38, current experience or pre-test.

CFM39 / 10 Sessions / 27.5 Hours / Online / \$495
26SP Tue/Thu 7-9:45 pm Apr 23-May 26



TAX RETURN PREPARER

ONLINE

This comprehensive program is designed to equip you with the fundamental knowledge and practical skills needed to navigate the complex world of taxation, understand tax returns and regulations, and proficiently prepare tax returns for individuals, corporations, S-corporations, and partnerships. Prerequisites: CFM38 Bookkeeping 1

TAX20 / 20 Sessions / 60 Hours / Online / \$825
Offered Summer and Fall 2026



IRS ENROLLED AGENT PREPARATION

An Enrolled Agent is a tax professional who has earned the privilege of representing taxpayers before the Internal Revenue Service. Enrolled agents, such as attorneys and certified public accountants, are unrestricted as to which taxpayers they can represent, which types of tax matters they can handle and which IRS offices they can practice before. This two course program fulfills the educational requirements of the Internal Revenue Service to sit for the Special Enrollment Examination (SEE) which is a three-part examination. Those who pass both the examination and a background check are then designated Enrolled Agents. Students who do not have an accounting background should enroll in CFM 38: Bookkeeping I.

Prerequisite: TAX20 or similar individual and business taxation course or experience.

ONLINE

IRS Enrolled Agent Preparation: Business Taxation

This course includes an in-depth analysis of business and wealth transfer taxes. Topics include: the rules and regulations concerning the taxation of business entities, i.e., individual proprietorships, partnerships and corporations; and wealth transfer taxes on gifts, estates and trusts. The course also covers the qualifications and filing requirements of exempt organizations.

Prerequisite: CFM 46 or equivalent tax preparation course or experience.

ENR102 / 11 Sessions / 42 Hours / Online / \$619

26SP Sat 9:30 am-1:15 pm Feb 28-May 9

ONLINE

Individual Taxation & Ethics

This course includes an in-depth analysis of the rules and regulations governing the preparation of individual income taxes. It includes: sources of income; allocation of income; adjustments and deductions; credits; and alternative minimum tax. Practice and procedures are discussed, including a complete discussion regarding the representation of a client before the Internal Revenue Service.

Prerequisite: CFM 46 or equivalent tax preparation course or experience.

ENR101 / 10 sessions / 42 hours / Online / \$619

Offered Summer 2026

Executive Assistant Program



PROGRAM DESCRIPTION:

Today's executive assistant needs more than excellent computer skills. Learn strategies to enhance the skills in utilizing technology and communicate effectively in a modern office environment. Applying communication techniques, organizational strategies, and readiness for executive assistant roles.

PREREQUISITE

HS diploma or equivalency.
Computer and Microsoft Windows Basics MOS 01 or equivalent knowledge.

PROGRAM CERTIFICATE

In order to receive a program certificate, you must successfully complete all required program courses listed with a grade C or higher.

To request a certificate for your non-credit program, follow this link:

<https://bit.ly/2yhbnppww>

COORDINATOR

Lesley Flor Figueroa Flor.Figueroa@lehman.cuny.edu or
Computer.Programs@lehman.cuny.edu
718-960-8667

Account Assistant, Digital Marketing & Productivity Information Session

Monday January 5 at 6:30 pm

Use the QR code or visit

<https://tinyurl.com/2bsv4eny>



ONLINE

Microsoft 365 Suite

Learn the cloud-based suite of applications (Outlook, Word, PowerPoint, and more) used by most big businesses today. Improve your efficiency and productivity by mastering the sharing and collaboration features built into Office 365. Guest accounts are included for the length of the class. Prerequisite: MOS 02 Microsoft Office Essentials or equivalent experience or training. MOS10 / 10 Sessions / 27.5 Hours / Online / \$475
26SP Mon/Wed 6:30-9:15 pm Feb 23-Mar 25

ONLINE

Microsoft Excel: Part 1

Microsoft Excel is a spreadsheet program that is a must for accountants, office workers, and marketing managers. Personal uses include budgeting and data tracking. This course covers basic to intermediate skills of the program from manipulating worksheets to basic formulas and functions and more. Prerequisite: MOS 02 Microsoft Office Essentials or equivalent experience or training. CFM60 / 6 Sessions / 12.5 Hours / Online / \$250
26SP Tue/Thu 6:30-8:35 pm Mar 17-Apr 2

ONLINE

Microsoft Excel: Part 2

In this second course in our series, you will learn intermediate to advanced-level topics like PivotTables, and VLOOKUP. Prerequisite: MOS 02 Microsoft Office Essentials or equivalent experience or training. CFM61 / 6 Sessions / 12.5 Hours / Online / \$250
26SP Tue/Thu 6:30-8:35 pm Apr 28-May 14

ONLINE

Special Topics: Microsoft Excel Using AI

Learn to effectively prompt AI for instructions, formulas, analysis, and problem-solving strategies. You'll be equipped to leverage AI chat tools to significantly enhance your Excel productivity. CFM67 / 4 Sessions / 10 Hours / Online / \$219
26SP Tue/Thu 6:30-9 pm May 26-Jun 4

ONLINE

Executive Assistant Capstone

This course is designed to provide students with advanced knowledge and practical skills required to excel as executive assistants in today's dynamic office environments. Through online instruction and real-world assignments, you will learn to effectively utilize technology and develop a professional portfolio that showcases your business skills. Prerequisite: Microsoft 365 Suite & Excel Part 1 achieving a grade C or above. AEA10 / 8 Sessions / 20 Hours / Online / \$375
26SP Mon/Wed 6:30-9 pm Apr 13-May

IN-PERSON

Computer and Microsoft Windows Basics

Gain confidence with computing through hands-on instruction in computer lab. This course is designed for students who are not active users of computers and want to learn the basics of using Microsoft Windows and how to navigate the Windows operating system. Understand and use Zoom to participate in online meetings and classes. A great course to start upgrading your computer skills.

MOS01 / 3 Sessions / 9 Hours / In-Person / \$195
26SP Sat 10 am-1 pm Jan 10-24
*CUNY on the Concourse (COTC),
3rd fl. Computer Lab

HYBRID

Microsoft Office Essentials

Gain confidence with computing through Great course to start upgrading your software skills. This course covers Microsoft Office applications, the most widely used office productivity software in the business world. This course introduces

Microsoft Office software on Windows operating systems. Using hands-on practice and serves as preparation for specialized training in Microsoft Office. Prerequisite: MOS 01 Computers & Microsoft Windows Basic or equivalent experience or training.

MOS02 / 4 Sessions / 10 Hours / Hybrid / \$219
26SP Mon/Wed 6:30-9 pm Jan 26-Feb 4

Digital Marketing & Productivity Skill-Up Challenge

SESSION 1: Deep Dive & Kick-off:

Join your instructor for a hands-on workshop where you'll get clear, step-by-step instruction on a key digital marketing or productivity tool to help start your project.

INDEPENDENT SKILL-UP: Between sessions, you'll practice and refine your project independently to solidify your understanding and create your finished product.

SESSION 2: Present, Refine & Q&A:

In this online session, you'll present your completed work, get feedback, and ask questions to refine your output and confidently apply your new skill.

ONLINE

Organize, Create & Collaborate with Google Workspace

Empower to master Google Drive, Docs, Sheets, Slides, and Forms for seamless digital content management and teamwork. You'll learn to efficiently organize, create, and collaborate, mimicking a desktop workflow.

SUP01 / 2 Sessions / 5 Hours / Online / \$130
26SP Tue/Thu 6:30-9 pm Jan 20-22

COORDINATOR

Lesley Flor Figueroa

flor.figueroa@lehman.cuny.edu
718-960-8667

ONLINE

Boost Your Communication with AI

Leverage AI tools to elevate your written communication. Upon completion, you'll possess a personalized AI communication style designed to streamline your writing process and enhance impact.
SUP02 / 2 Sessions / 5 Hours / Online / \$130
26SP Tue/Thu 6:30-9 pm Feb 17-19

ONLINE

Create Your Small Business Brand Kit

This course helps you quickly define your brand's essence. You'll create a foundational Brand Identity Kit, including your mission, audience, values, and key messages. Walk away with clear direction to build a strong and cohesive brand presence.
SUP03 / 2 Sessions / 5 Hours / Online / \$130
Sec 1: 26SP Mon/Wed 6:30-9 pm Jan 12-14
Sec 2: 26SP Mon/Wed 6:30-9 pm Mar 16-18

ONLINE

Developing An Online Identity for Your Business

This course focuses on supercharging your online presence for digital marketing. You'll gain hands-on experience optimizing and completing your Google My Business, ensuring your business is easily discoverable and professionally represented where customers are searching.
SUP04 / 2 Sessions / 5 Hours / Online / \$130
Sec 1: 26SP Mon/Wed 6:30-9 pm Jan 26-28
Sec 2: 26SP Mon/Wed 6:30-9 pm Apr 20-22

Open House

Monday, January 5
6:30 pm

Use the QR code
or visit

<https://tinyurl.com/2bsv4eny>



ONLINE

Build Your Website with Google Sites

Creating and launching a functional, professional website without coding. Perfect for small businesses or personal portfolios, you'll learn to design, organize, and publish your site using Google's intuitive platform.

SUP05 / 2 Sessions / 5 Hours / Online / \$130
Sec 1: 26SP Tue/Thu 6:30-9 pm Feb 10-12
Sec 2: 26SP Tue/Thu 6:30-9 pm May 12-14

ONLINE

Personalize Your World with Google Gemini AI

Utilize Gemini's intelligent capabilities for your unique needs. You'll explore how to apply AI for personal productivity, learning, creative pursuits, or niche interests, building effective prompting skills.

SUP06 / 2 Sessions / 5 Hours / Online / \$130
Sec 1: 26SP Tue/Thu 6:30-9 pm Feb 24-26
Sec 2: 26SP Tue/Thu 6:30-9 pm Jun 9-11



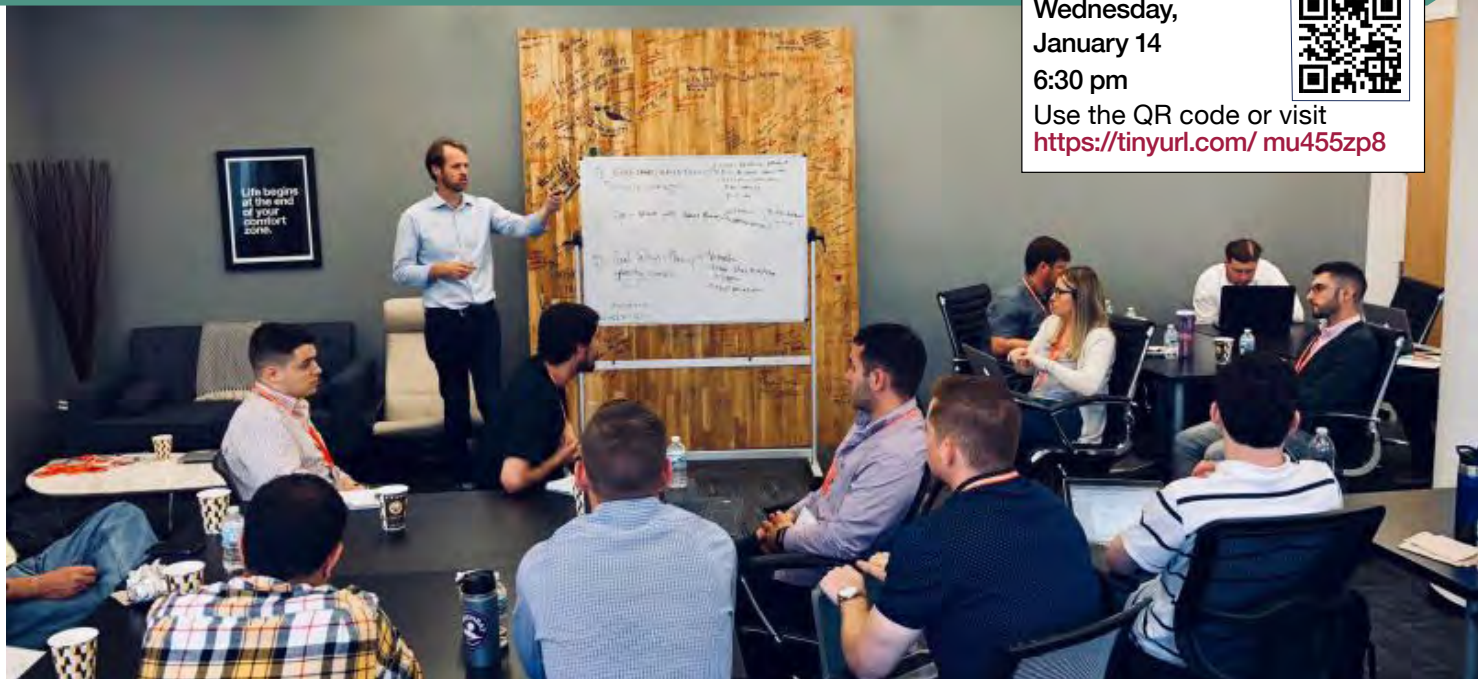
Sales Training: AI-Proof Your Career

Open House

Wednesday,
January 14

6:30 pm

Use the QR code or visit
<https://tinyurl.com/mu455zp8>



WIN CLIENTS & ACCELERATE YOUR BUSINESS GROWTH!

AI may be eliminating routine tasks, but it cannot replace the human factor in high-stakes business. Master the complex skills that AI can't touch: building deep Trust, executing Strategic Negotiation, and expertly navigating Corporate Dynamics.

PROGRAM HIGHLIGHTS:

AI-Proof Focus: Master the consultative problem-solving and high-stakes negotiation techniques that define modern, high-value sales.

Immersive Format: A 6-week, 96-hour intensive program combining live virtual classes, flexible self-paced modules, and a hands-on capstone project applied directly to your business challenges.

PST100 / 12 Sessions / 96 Hours / Online / \$1,795*

26SP Tue/Thu 5-7 pm Feb 24-Apr 2

*No discounts apply to this course

**THE FUTURE IS AI-PROOF REVENUE.
ARE YOU READY TO LEAD IT?**

Online Marketing Communications Suite

Whether you are looking to expand your writing knowledge, learn the basics around online marketing, or understand the inner workings of today's social media platforms – we can help! Our comprehensive Business and Marketing Writing, Marketing Your Business on the Internet, Blogging and Podcasting for Beginners, and Using Social Media in Business courses provide the information and insights you need to succeed as a digital marketer. Prerequisites: Basics of website development, HTML, and graphic design techniques are helpful but not required.

ONLINE

WAP39 / 96 Hours / Online / \$549

No discounts apply to this course.



CLASSES START EVERY MONTH.

**SEE PAGE 23 FOR MORE INFO
ON ED2GO FUNDAMENTAL COURSES.**

REGISTRATION: <https://tinyurl.com/3c2euuyw>

REAL ESTATE SALESPERSON'S COURSE AND EXAM PREP



The Real Estate Salesperson's Course is a N.Y. State-approved course for individuals who are preparing to sit for the real estate salesperson's licensing examination. RES 33 meets the new 77-hour requirement for the salesperson's license. In order to satisfactorily complete this course, students are required to attend a minimum of 90 percent (69.5 hours) of classroom instruction, exclusive of sessions devoted to review and/or examination and must pass the final examination.

Topics include: license law and regulations; law of agency; real estate instruments; estates and interests; real estate financing; land use regulations; introduction to construction; valuation; human rights and fair housing; environmental issues and real estate mathematics.

ONLINE

Real Estate Salesperson's Course

RES33 / 26 Sessions / 77 Hours / Online / \$575

26SP Mon/Wed/Fri 6:30-9:30 pm Feb 23-May 6

*Select sessions end 9:45 pm

**Final Exam: Wed May 6 6:30-8 pm in-person at CUNY on the Concourse

ONLINE

Real Estate Salesperson's Exam Prep

Extensive review material and extra sessions will help prepare you for success on the Salesperson's examination.

RES34 / 5 Sessions / 15 Hours / Online / \$235

26SP Mon/Wed/Sat 6:30-9:30 pm Apr 22-May 1

*Final Exam: Wed May 6 6:30-8 pm in-person at CUNY on the Concourse



Earn three college credits for having the NYS Real Estate Salesperson License. Lehman College is dedicated to helping you get the college credit you have earned.

Please contact Admissions at admission@lehman.cuny.edu for more information.

NOTARY PUBLIC EXAM PREPARATION

This workshop helps participants prepare for the NYS Notary Public exam. Topics include duties and functions, laws, terminology, and ethics. Copies of notary license laws and exam application are provided.

NTP10 / 1 Session / 5.5 Hours / Online / \$125

26SP Sat 9:30 am-3:30 pm Apr 25

Nonprofit Management

ONLINE

Grant Writing Suite

This online series with instructor moderated discussions will give you the skills you need for effective grant writing. You'll learn how to best present information in grant proposals to raise needed funds, as well as discover the steps you can take to become an in-demand grant writing consultant, and how to find clients to start your own business.

WAP31 / 72 Hours / Online / \$419

No discounts apply to this course.

CLASSES START EVERY MONTH. SEE PAGE 23 FOR MORE INFO ON ED2GO FUNDAMENTAL COURSES.

REGISTRATION:

<https://tinyurl.com/372pxebk>

Hospitality

ONLINE

Executive Housekeeper

This course is your launchpad to becoming a head or executive housekeeper, or to deepen your expertise as a household manager.

You'll refine your skills in everything from meticulous organization and product use to preparing for and managing high-stakes events and entertaining. Most importantly, you will gain the essential management skills needed to lead a team. Learn how to effectively train, organize, and supervise your staff to ensure every detail is handled with precision.

HHM01 / 60 Hours / Online / \$975

No discounts apply to this course.

START ANYTIME. 6 MONTHS ONLINE ACCESS. SEE PAGE 23 FOR MORE INFO ON ED2GO CAREER TRAINING COURSES. REGISTRATION:

<https://tinyurl.com/mrxb4t9n>

SMALL BUSINESS

Bronx Business Tech Incubator

The mission of the Bronx Business Tech Incubator is to create an innovative ecosystem that enables entrepreneurs to develop and launch a business venture. We do this through business advising, courses, networking events, affordable workspaces, and technology.

Discover what the Bronx Business Tech Incubator can do for you, visit our website at: <https://www.lehman.edu/techincubator/>

The New York City Council, and New York City Economic Development Corporation supports the Bronx Business Tech Incubator Corporation.



**FOLLOW
US ON
SOCIAL
MEDIA**

**BBTI on
Facebook**

Scan Here!



**BBTI on
LinkedIn**

Scan Here!



**Camilla
Frederico**
Small Business
Owner



ENTREPRENEUR SPOTLIGHT

Camilla Frederico decided to invest in membership and become a member of the Bronx Business Tech Incubator to access an affordable workspace that would serve as a satellite office for her business, The Personal Helpers. While at the Incubator, Camilla was able to connect with other members for future business projects and has grown her business.

“As a proud business owner and member of The Bronx Business Tech Incubator, I have the unique advantage of a supportive community and access to a talented pool of interns and staff. This invaluable network has been instrumental in the growth and success of The Personal Helpers.

Camilla now has a space to organize her business which focuses on supporting others with personal assisting, office organization, home organization, house management, personal concierge, and moving service. As an immigrant from Sao Paulo, Brazil, she felt it was important to have an environment to feel at home. “You need an environment to feel at home when you are from another country,” said Camilla. “I have one here, and I cannot thank the Bronx Business Tech Incubator enough.” ■



IMPACT NUMBERS SINCE 2020

2702
Total Clients
Counseled

\$65M
Loans and Equity
for Small Businesses

285
training
events

ABOUT US

The Lehman College Small Business Development Center (SBDC) is part of a New York State network of 20 Regional Centers. For over 40 years, we have provided expert counseling, training, and research at no-cost to help entrepreneurs and small businesses start, grow, and succeed.

The NEW YORK SMALL BUSINESS DEVELOPMENT CENTER (NYSBDC) is a joint federal and state economic development organization, administered by the State University of New York (SUNY) and funded in part through a Cooperative Agreement with the U.S. Small Business Administration (SBA).

The Bronx SBDC drives business success across the borough by delivering customized solutions and expert guidance, empowering local entrepreneurs through an extensive network of resources.

We proudly serve all New Yorkers strengthening and connecting communities, one small business at a time.

**SCAN TO SIGN UP FOR 1:1
NO-COST BUSINESS ADVISING**



SERVICES FOR START-UPS & EXISTING BUSINESSES



NO-COST 1-ON-1 BUSINESS ADVISING

Access to personalized and confidential guidance tailored to the unique needs of each client.



FREE TRAINING

Learn practical business Skills through innovative programs & workshops designed to help your business thrive.



RESEARCH & REFERRALS Discover data-driven insights and trusted referrals that empower your business to make informed decisions and thrive.

Contact Us *Se habla Español*

SBDC.Bronx@Lehman.cuny.edu
Carman Hall - 128
sbdc.bronx@lehman.cuny.edu
www.sba.gov / www.nyssbdc.org



INSTAGRAM
@bronxsbd



FACEBOOK
@lehmansbdc



LINKEDIN
@bronxsbd



TIKTOK
@bronxsbd

Cannabis Workforce and Business Development

WHO WE ARE:

The Cannabis Workforce and Business Development Program at Lehman College, in partnership with Borough of Manhattan Community College (BMCC), has received funding from a grant from Governor Hochul's office to assist eligible license holders and ancillary business owners in establishing and managing cannabis-related businesses, with an emphasis on social equity.

HOW WE WORK:

Our Business Development Advisor and Case Manager provide assistance with:

- Business plan development
- Regulatory compliance – setting up and maintaining a fully operationally compliant business
- Inventory control and record keeping
- Accounting
- Human resources training and coordination
- Business insurance guidance
- Security measures
- Community outreach and education

FREE RESOURCES:

Participants have access to:

- Shared workspace
- Conference room access
- HyFlex A/V technology enabling state-of-the-art hybrid remote and in-person conferencing and panel discussions
- Networking meetups
- Information sessions covering all aspects of the cannabis industry
- Focused panel presentations

For more information, visit our web page and follow directions to register:

<https://lehman.edu/techincubator/Business-Training/cannabis-workforce/>

To Join the Bronx Business Tech Incubator, fill out the registration form at: [https:// lehman.edu/techincubator/Tech-Incubator/memberships/](https://lehman.edu/techincubator/Tech-Incubator/memberships/)

Collaborative Partnerships:

Bronx Cannabis Hub: <https://thebronxcannabishub.org/>

Bronx Defenders: <https://www.bronxdefenders.org/>

The Bronx Community Foundation: <https://thebronx.org/>



Small Business Internship Program

Interested in hosting a Lehman student intern in your small business?

Lehman College's School of Continuing and Professional Studies in partnership with the School of Business has relaunched the Small Business Internship Program (SBIP). This experiential learning opportunity gives Lehman College undergraduate students additional training in special topics relating to small businesses before transitioning to an internship at a small business in the Bronx gaining hands on work experience. Students not only make an impact in their community, but also earn college credit toward their degree. Internships can be hosted in-person, hybrid, or remotely with focuses spanning from marketing, accounting, and operations.

CONTACT INFORMATION

Andrea Huda, Program Manager
andrea.huda@lehman.cuny.edu



Beth Smith

Cannabis Entrepreneur

ENTREPRENEUR SPOTLIGHT

- ✓ **LEVERAGED** resources from the Bronx Cannabis Hub and Lehman's BBTI
- ✓ **ESTABLISHED** contacts who could help answer questions about her application
- ✓ **APPLIED** for New York State dispensary license
- ✓ **AWARDED** a license and is on her journey as a cannabis entrepreneur!

Beth Smith has been an Elementary and Special Education teacher for 23 years, until May 2023, when she was awarded one of the dispensary licenses approved through the Office of Cannabis Management. Beth is proud to be one of the few women with a CAURD license in the state.

She applied for a license with her son and his best friend and with the help of the Bronx Cannabis Hub. Working with the NY CAURD Coalition Beth learned about the resources available through the Lehman College School of Continuing and Professional Studies Bronx Business Tech Incubator (BBTI).

The Tech Incubator offers access to high-

speed Wi-Fi, office space, a comfortable conference room, and free business consultations; all focused so she can get her business off on the right foot!

Looking to the future of the industry, Beth is excited about the potential of partnering with Lehman College for workforce development initiatives, including offering internships and staffing her business with people trained by Borough of Manhattan Community College. In her words, "I want to be part of a program where people can learn the industry and know that they have a job when they come out." We're delighted to be a part of Beth's new business! ■



Cannabis Workforce Development Training

The New York State Department of Labor anticipates thousands of those new cannabis-related jobs will be created in the next few years. BMCC can help prepare you for your dream job in the medical and recreational cannabis economy.

COMING SOON:

The following **No Cost Cannabis Workforce Trainings**

Advanced Cannabis Security Solutions

Advanced Cannabis Manufacturing Technician



SCAN TO VISIT

TO REGISTER AND LEARN MORE ABOUT THE PROGRAM:

Call : 212-346-8427 or

Email: rmacleish@bmcc.cuny.edu

<https://www.bmcc.cuny.edu/ce/cannabis-workforce-development-training-program/>

Interested in being part of NY's cannabis industry?

The Cannabis Workforce initiative offers free training and education resources to give you a better understanding of New York's cannabis market, processes from seed to sale, jobs throughout the industry, and your rights and responsibilities under labor and employment laws and New York's Marijuana Regulation and Taxation Act (MRTA). Whether you're thinking about a career transition or just starting out, CWI's training programs help job seekers and new employers alike prepare for success in New York's budding cannabis industry.

Cannabis Workforce Initiative

cannabisworkforce.org
or scan to visit





ASHONDA CULCLEASURE

Bronx Business Tech Incubator

ENTREPRENEUR SPOTLIGHT

- ✓ **NEEDED** stability and flexibility to care for her family
- ✓ **DECIDED** to transform her side hustle into a successful tech business
- ✓ **SUPPORTED** by Bronx Business Tech Incubator mentors, and the community (see page 34 for BBTI information)
- ✓ **SUCCEEDED** as a community-focused entrepreneur and educator

Ashonda Culcleasure's path to being an entrepreneur started when her work schedule conflicted with her son's medical needs. After being denied a day off to take her son to a doctor's appointment, she walked away from her job at the DMV. She started Fix It With Piggy, a technology repair and STEM education company, and never looked back.

Always looking for more opportunities to network and grow her business, Ashonda joined the Bronx Business Tech Incubator. There she discovered a vibrant and inclusive entrepreneurial community in her own backyard "It felt like everyone was on the same team, even though we all had different businesses," she says.

Ashonda credits the BBTI for providing essential

support in networking, financial literacy, business strategy, and encouragement. "Being a solo entrepreneur is challenging," she admits, "but having advisors and a supportive community change everything." Now, with help from the BBTI team, she is building a curriculum with a team of interns, and working to have Fix It With Piggy certified as an official Career and Technical Education program.

Reflecting on her journey, Ashonda emphasizes resilience and openness to learning. "Mistakes are essential to success," she shares. "The moment I asked for help, my entire business changed. Everyone needs a support system." Her advice to future entrepreneurs? "Believe in your ideas, lean into your community, and don't hesitate to seek support. If I can do it, anyone can." ■

ADULT LEARNING CENTER

300 Adult ESOL Students Enrolled

“You always teach us with love and care. Because of you, we now feel confident to speak English. We will try our best to keep learning every day.”

– Sin, Level 4 graduate



Adult Learning Center

The ALC offers no-cost English for Speakers of Other Languages (ESOL) classes:

- Morning 9:30 am – 12:30 pm
- Evening 6:00 pm – 9:00 pm
- 6 levels: basic through advanced
- 2-3 days per week

To join the waiting list, please visit this link: <https://tinyurl.com/ALC-ESOL>

Centro de Aprendizaje para Adultos

El “ALC” ofrece clases de Inglés par Hablantes de Otros Idiomas (ESOL) sin costo:

- Mañana 9:30 am – 12:30 pm
- Noche 6:00 pm – 9:00 pm
- 6 niveles: básico hasta avanzado
- 2-3 días por semana

Para unirse a la lista de espera, utilice este enlace: <https://tinyurl.com/ALC-ESOL>



Adult Learning Center

Old Gym Building, Room B019
250 Bedford Park Blvd. West
Bronx, New York 10468-1589

Questions?

718-960-8807

Foreign Languages

ONLINE

Practical Conversational Spanish 1

¡Hola! Speak Spanish in class from the first session! Join us as we learn the speaking and listening skills you need for personal and professional contact with the Spanish-speaking community in New York and abroad. Designed for those with no knowledge of Spanish.

LSP20 / 6 Sessions / 10.5 Hours / Online / \$195

26SP Sat 9:30-11:15 am Jan 24-Feb 28

ONLINE

Practical Conversational Spanish 2

Advance your communication skills. Emphasis is on expanding speaking and listening skills necessary for everyday contact with a Spanish speaking community. Not suitable for beginners. Prerequisite: Practical Conversational Spanish I or a knowledge of Spanish.

LSP21 / 6 sessions / 10.5 hours / Online / \$195

26SP Sat 9:30-11:15 am Mar 14-Apr 25



ONLINE

American Sign Language 1

An introduction to American Sign Language (ASL) is provided in this course which includes grammatical principles, vocabulary building, finger spelling and practice in receptive and expressive skills.

ASL10 / 6 Sessions / 10.5 Hours / Online / \$195

26SP Tue/Thu 6:30-8:15 pm Jan 20-Feb 5

ONLINE

American Sign Language 2

Building upon the foundational skills acquired in ASL 1, this course delves deeper into American Sign Language (ASL) by expanding vocabulary, enhancing grammatical principles, and refining finger spelling techniques.

ASL11 / 6 sessions / 10.5 hours / Online / \$195

26SP Tue/Thu 6:30-8:15 pm Feb 17-Mar 15

Are you an internationally trained nurse?



Improve your English skills and become a licensed nurse in New York City with no-cost NCLEX-RN ESOL Program

This program can help you:

- Improve your English language skills
- Learn about nursing in the US healthcare system
- Prepare for the NCLEX-RN exam to become re-licensed in NY State
- Apply for employment upon obtaining NYS RN licensure

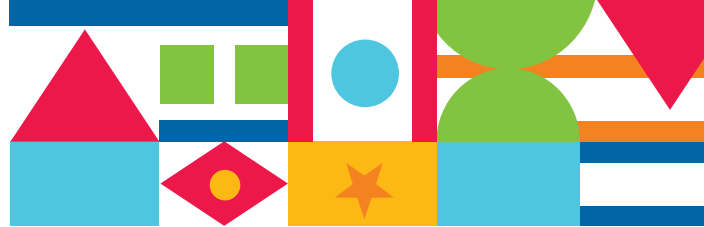
Learn more and apply now:

The SBS NCLEX-RN Prep for Foreign Trained Nurses Training Program
Pre-Application Form at

<https://tinyurl.com/5dwz2rys>

Email: immigrant.nursing@lehman.cuny.edu

LATINO STUDIES



Enhance your professional and personal life by exploring the cultural and political impact of Latinos in the U.S.

This program is ideal for those working with Latino populations, whether it be in business, media, education, health, or technology. Open enrollment allows for a multi-cultural and multi-lingual discussion of important Latino topics.

Self-Paced online course content offered in English, Spanish or Portuguese combined with live online office hours with faculty and peers.

PROGRAM COURSES

- History of Latinos in the United States
- Latino Popular Culture
- Latino Political Economy
- Latino Social Movements
- Latinos in Film
- Latino Migration

PREREQUISITE

- High School diploma or equivalency in your own country.
- The program is taught 100% online. Students must have a device with a camera, microphone/speakers, stable internet connection and a Gmail account.

PROGRAM CERTIFICATE

In order to receive a Lehman College Program Certificate, you must successfully complete four program courses with a grade C or better. To request a program certificate, please email ce@lehman.cuny.edu with "Certificate Request" in the subject line.

Students are encouraged to continue their studies and apply to Lehman's M.A. in Liberal Studies Program and earn up to 4 graduate credits for prior learning for their non-credit Lehman Latino Studies Certificate.

International students outside of the U.S. can take courses online with no visa requirement, and no English proficiency, earning a valuable Lehman College Certificate and connecting with American professors and peers in the U.S. and beyond.

SCHEDULE TO BE ANNOUNCED FOR:

- ★ Latino Migrations
- ★ Latino Political Economy
- ★ Latino Social Movements
- ★ Latinos In Film

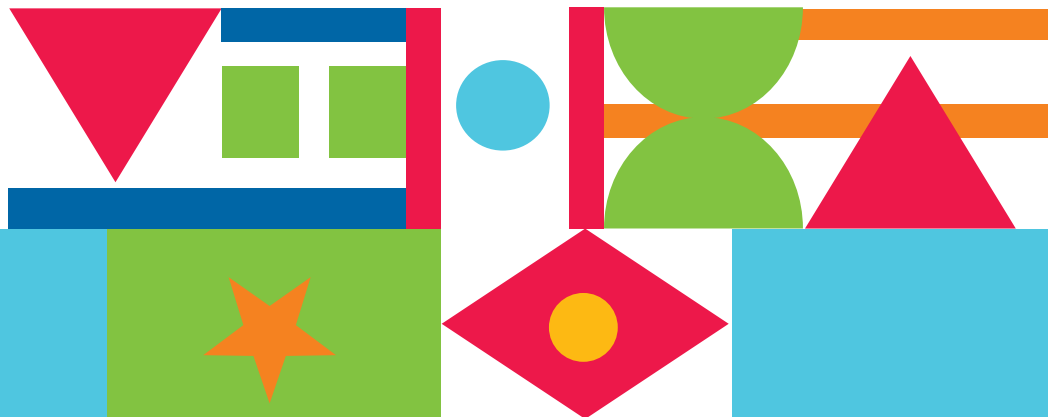
Visite o site para
tradução em português

Visite el sitio web para
la traducción al español

COORDINATOR

Mila Burns

mila.burns@lehman.cuny.edu



GED TEST PREPARATION



The **Lehman College Adult Learning Center (ALC)** is one of the leading adult education programs in New York City, annually serving approximately 800 individuals with free classes in Basic Education, English for Speakers of Other Languages (ESOL) and English Language Acquisition (ELA), and (GED) exam preparation for High School Equivalency diplomas.

The ALC has long been dedicated to meeting the literacy and civics-education needs of adult learners in the Bronx, including those with disabilities. Our students represent a mix of diverse backgrounds throughout the city, including recent immigrants. The ALC's offers morning and evening classes that combine educational, community, and workforce-development resources so that participants can apply what they learn to their academic, occupational, and personal goals.



GED HIGH SCHOOL EQUIVALENCY DIPLOMA PREP

ONLINE For over 30 years, the Lehman College Adult Learning Center (ALC) has been one of the leading adult literacy programs in New York City. We offer free classes for anyone wanting to improve reading, writing, and/or math skills as well as classes specifically to prepare for the GED exam.

To be added to the ALC's list for upcoming classes, please complete the registration form: <https://forms.gle/D4tmWkUuxQ6iMpR18>

An in-person testing session prior to the start of classes is required for admission to the program. Class registration for winter semester will begin in January 2026. Registration will close on November 21, 2025

FOR MORE INFORMATION:

<https://www.lehman.edu/institute-literacy-studies/alc/index.php>



ARE YOU READY FOR SUMMER CAMP 2026?!!

A SUMMER OF FUN & LEARNING
Explore, engage, excel. Your kid's summer awaits.

Dates: July 6 - August 14

Hours: 8 AM - 6 PM Monday-Friday

Price: \$3,900 (Early Bird All-Inclusive Pricing ends April 24th)

6-Weeks of Fun in the Sun - All-Inclusive Pricing

- >Camp Activities, Classes and Programs
- >Free Meals and Snacks >Camper T-Shirts
- >Supervision >Olympic-Size Pool

EARLY BIRD SPECIAL: Save \$300 on 6-Week All Day Camp

That's a savings of \$300 off the regular price of \$4,200!

HOW TO SAVE: Submit your deposit by Friday April 24th
Pay your balance by June 1st

**Don't miss this opportunity to save
on your child's summer adventure.**

FLEXIBLE OPTIONS

1199SEIU SUMMER CAMP BENEFIT

Lehman College's "More Than a Camp" is an approved provider for 1199SEIU Summer Camp Funding for the 4-week program option.

If you're interested in learning about other flexible options to attend summer camp, please contact our Camp Director, Brandon Taylor
summer.camp@lehman.cuny.edu





GROUPS / AGES

Junior: Ages 5-8 years

Senior: ages 9-13 years

ACTIVITIES

- Sports
- Self Defense
- Computer Technology
- Reading & Writing Circle
 - STEM
- Arts & Crafts
- Dance
- Nature @ Lehman
- Swimming

IMPORTANT 2025 SUMMER CAMP DATES

Friday, April 24th

EARLY BIRD DISCOUNT DEADLINE

Monday, June 1st

DEADLINE TO REGISTER & PAY IN FULL

Saturday, June 20 10:30 am - 12 pm

IN-PERSON ORIENTATION

Open House Meet the Camp Director

Saturday, March 14, 10 am

Wednesday, March 25, 7 pm

Saturday, April 11, 10 am

Saturday, May 9, 10 am

Saturday, May 30, 10am

Required Documentation

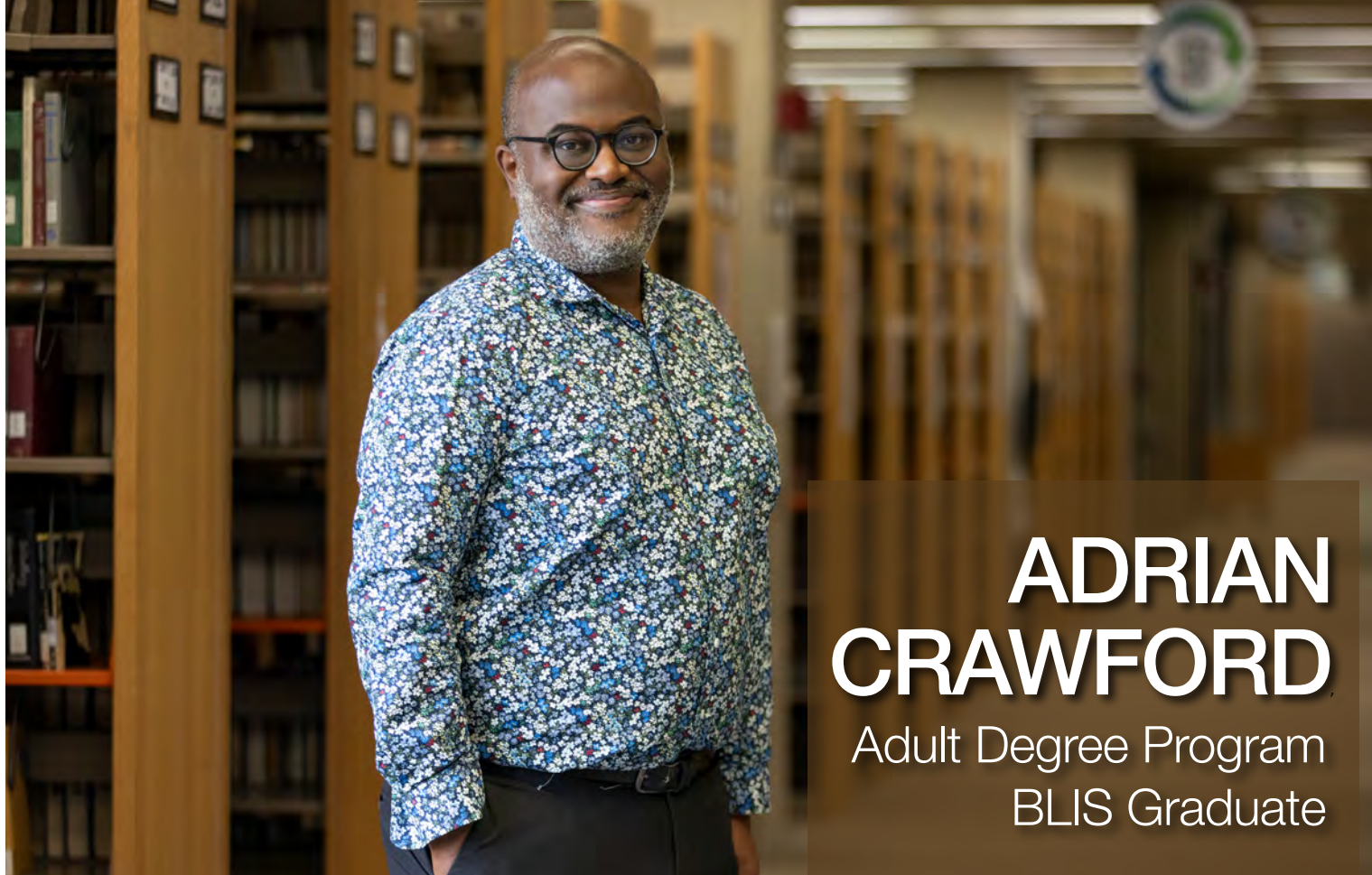
All documentation including complete medical history must be received by
Monday, June 1st.

**For more information
or to register, please contact:**

Brandon Taylor

summer.camp@lehman.cuny.edu

**LICENSED BY
NYC Department of
Health and Mental Hygiene**



ADRIAN CRAWFORD

Adult Degree Program
BLIS Graduate

GRADUATE SPOTLIGHT

- ✓ **NEEDED** to start a new career
- ✓ **DECIDED** to return to college and earn his degree at Lehman College
- ✓ **SUPPORTED** by Adult Degree Program advisors he overcame barriers
- ✓ **GRADUATED** from Lehman with a Bachelor's degree in
Liberal and Interdisciplinary Studies

Before discovering Lehman College, Adrian Crawford was working a dead-end job in retail. He knew that he needed to go back to college to jump-start a new career, but as an older student his options felt limited. "I'll be honest, I was a little bit hesitant at first, and a little bit scared," says Adrian.

At the encouragement of friends who had graduated from Lehman, he decided to apply to Lehman through the Adult Degree Program. "My advisors in the program were so very supportive. They answered all my questions, but more than that... they believed in me, were invested in me and what I was able to do."

Never one to pursue a traditional path, with the help of his advisors Adrian decided to combine his passions for business, film and television, and fiction writing into a degree through the BLIS (Bachelor

of Arts or Sciences in Liberal and Interdisciplinary Studies) program. This allowed him to follow his own interests and create an educational experience that would support his goals and help him make his dream into a reality.

When asked about his experience with his team of academic counselors and advisors, Adrian has only three words: Positive, positive, positive. And for other older students who are thinking about going to college for the first time to get their degree?

"Don't doubt yourself at all. I was in that same position of doubting myself and thinking I'm too old to be in college. You're never too old to go to college, and it's always going to be a great experience in your life. And with Lehman, you're always going to have that support system — no matter what." ■

Test Preparation

ASSISTANT TEACHER CERTIFICATION

Do you want to become qualified to work as a teacher assistant or paraprofessional in NYS? You must take the New York State Assessment of Teacher Assistant Skills Test (NYSATAS).

For more information about paraprofessionals, visit:

<https://tinyurl.com/5xahvdnn>

or about the exam:

<https://tinyurl.com/yckpbpub>

ONLINE

Assessment of Teacher Assistant Skills Prep (ATAS)

No discounts apply to this course.

This course reviews the core areas of the NYSATAS (reading, writing, math and instructional support) and provides analysis of multiple-choice questions like those presented on the examination.

ATP102 / 1 Session / 5 Hours / Online / \$149
26SP Sat 10 am-3 pm May 2

FOR MORE INFORMATION

maryann.drago-dowling@lehman.cuny.edu

TEACHER CERTIFICATION

Courses are specifically designed to assist students to pass the New York State certification examinations. To register for the exams, visit:

<https://tinyurl.com/mvawpr2n>

ONLINE

EAS Exam Preparation

No discounts apply to this course.

This interactive Educating All Students (EAS) exam prep workshop covers all aspects of this exam — multiple choice and constructed written responses, including new changes that incorporate aspects of the discontinued ALST exam.

For more information about the exam visit:

<https://tinyurl.com/4breyf93>

EAS14 / 1 Session / 5 Hours / Online / \$149

Sec 1: 26SP Sat 10 am-3 pm Feb 21

Sec 2: 26SP Sat 10 am-3 pm Apr 25

ONLINE

Combined Early Childhood/Childhood MS-CST Exam Prep

No discounts apply to this course.

This interactive Elementary Multi-Subject CST prep workshop covers all parts of the Early Childhood and Childhood versions of this exam: literacy/English Language Arts and math multiple choice and constructed response as well as arts & sciences multiple choice.

For more information about the exam visit:

<https://tinyurl.com/7c7byfxr> for Early Childhood (Birth–Grade 2)

or

<https://tinyurl.com/5bf8bp9v> for Childhood (Grade 1–Grade 6)

CST14 / 1 Session / 5 Hours / Online / \$149

26SP Sat 10 am-3 pm Mar 14





INFANT-TODDLER CERTIFICATE PROGRAM

- Are you working or interested in Infant Toddler child care?
- Are you in need of mandated training hours?
- Are you a transfer student in need of residency credits?
- Would you like to add an Infant Toddler certificate to your transcript/resume?

*Completion of 4 Lehman College Courses
required for certificate*

FOR MORE INFORMATION:

**Contact The Department of Early Childhood and Childhood Education
Lehman College, Carman Hall B-07. (718) 960-8167**

Contact: Professor Michele Washington

michele.washington@lehman.cuny.edu





MASTER'S IN EDUCATION

Considering a Career Change to Teaching?

Lehman College, in partnership with the Dept. of Middle and High School Education, is the first CUNY institution to offer dual certification, pairing grades 7-12 ELA, Math, Science or Social Studies with Special Education in only 39 to 45 credits — about 2-2 1/2 years!

Initial Certification (leading to Professional Certification) in:

Grades 7-12 English and Students with Disabilities (39 credits)
Grades 7-12 Math and Students with Disabilities (42 credits)
Grades 7-12 Social Studies and Students with Disabilities (39 credits)
Grades 7-12 Biology, Chemistry, Earth Sciences or Physics
and Students with Disabilities (45 credits)

*Currently, fully qualified New York State residents pay tuition ranging from \$18,330 to \$21,150 for the entire degree.

For more information contact Prof. Tashika McBride:
tashika.mcbride@lehman.cuny.edu



HUMAN RIGHTS AND TRANSFORMATIVE JUSTICE

Graduate Certificate Program

A four-course series for education professionals, community agency and organizational staff, and justice agencies to develop as social change agents. Participants will gain insights and skills in the areas of human rights and transformative justice, including:

- The implementation of human rights education to support the development of new transformative community cultures, strengthens democratic values rooted in human dignity.
- The ability to identify and correct structural forms of oppression that create inequalities in professional settings, organizations, institutions and beyond.
- 100% online program option.

For more information contact Prof. Tashika McBride
Email: tashika.mcbride@lehman.cuny.edu



Swim Class Orientation Session

Friday Jan 9,

Wednesday Feb 4,

Wednesday Apr 8

6:30 pm

Use the QR code or visit

<https://tinyurl.com/4tzvvux5>



Swimming & Aquatics

See class requirements on page 53

Adult & children classes schedule subject to change.

Check www.lehman.edu/ce

Adult Learn to swim

- Adult Beginners
- Advanced Beginners
- Experienced Swimmers

Stay in shape with

- Lap Swimming
- Aqua Zumba



Swimming for Adult Beginners

For adults with no experience in the water. This course covers proper breathing, floating, the front crawl and elementary backstroke. Fundamentals of water safety are included. Enrollment limited. Swim caps are required.

PES 50 / 6 sessions / 4.5 hours / \$175

Sec 1: Wed 5:05-5:50 pm Jan 28-Mar 4

Sec 2: Wed 5:55-6:40 pm Jan 28-Mar 4

Sec 3: Wed 6:45-7:30 pm Jan 28-Mar 4

Sec 4: Fri 5:05-5:50 pm Feb 6-Mar 13

Sec 5: Fri 5:55-6:40 pm Feb 6-Mar 13

Sec 6: Sat 1-1:45 pm Feb 21-Mar 28

Sec 7: Sat 1:50-2:35 pm Feb 21-Mar 28

Sec 8: Sat 2:40-3:25 pm Feb 21-Mar 28

Sec 9: Tue/Thu 5:5-5:50 pm Feb 24-Mar 12

Sec 10: Tue/Thu 5:55-6:40 pm Feb 24-Mar 12

Sec 11: Tue/Thu 6:45-7:30 pm Feb 24-Mar 12

Sec 12: Mon 5:05-5:50 pm Mar 16-Apr 27

Sec 13: Mon 5:55-6:40 pm Mar 16-Apr 27

Sec 14: Tue/Thu 5:05-5:50 pm Apr 14-30

Sec 15: Tue/Thu 5:55-6:40 pm Apr 14-30

Sec 16: Tue/Thu 6:45-7:30 pm Apr 14-30

Sec 17: Wed 5:5-5:50 pm Apr 15-May 20

Sec 18: Wed 5:55-6:40 pm Apr 15-May 20

Sec 19: Fri 5:05-5:50 pm Apr 17-May 22

Sec 20: Fri 5:55-6:40 pm Apr 17-May 22

Intermediate/Advanced Beginner Swimming for Adults

Review and continue to develop beginner swimming skills including floating, front crawl, and comfort in deep water.

Prerequisite: PES 50 Swimming for Beginners or equivalent experience.

PES 51 / 6 sessions / 4.5 hours / \$175

Sec 1: Fri 6:45-7:30 pm Feb 6-Mar 13

Sec 2: Sat 3:30-4:15 pm Feb 21-Mar 28

Sec 3: Mon 6:45-7:30 pm Mar 16-Apr 27

Sec 4: Wed 6:45-7:30 pm Apr 15-May 20

Adult Advanced Lap & Fitness Swimming

Develop and enhance your stamina and technique for recreational fitness swimming.

The goal of this class is to give you a workout and more practice swimming laps for fitness purposes. Whether you have already completed Advanced Swimming or are a current recreational swimmer, you will increase your confidence and get tips about creating or tweaking your current lap swimming workout! Prerequisite: Ability to swim crawl stroke a minimum of 15 yards without stopping.

PES 76 / 6 sessions / 4.5 hours / \$175

Sec 1: Fri 6:45-7:30 pm Apr 17-May 22

APEX Fitness Facilities membership sales are back!

Memberships are available online using the QR code for Lehman and CUNY faculty and staff and CUNY students. Lehman College SCPS Continuing Education Students receive a discounted membership rate.



COORDINATOR

Justin Cruz,

Justin.cruz4@lehman.cuny.edu

CHILDREN & ADULT SWIMMING CLASSES REGISTRANT REQUIREMENTS

POOL CLASS INFORMATION

Classes are sometimes held during swim competitions/meets (in the deep half of the pool).

The first class session is the time when students skills are evaluated or reevaluated. You may need to be transferred to a class that better suits your current skill level. You will be emailed about the specifics of the new class.



CHILDREN'S PROGRAM

Swim Lessons

Swimming I Ages 6-8

For children, ages 6-8, with no experience or minimal experience in the water, this course covers fundamental skills including breathing, floating and crawlstroke. Water safety is emphasized. Swim cap required. Enrollment limited.

YPA 32 / 6 sessions / 4.5 hours / \$175

Sec 1: Sat 8:10-8:55 am Jan 10-Feb 14

Sec 2: Sat 9:45 am Jan 10-Feb 14

Sec 3: Sat 8:10-8:55 am Feb 21-Mar 28

Sec 4: Sat 9:45 am Feb 21-Mar 28

Sec 5: Tue/Thu 5:05-5:50 pm May 5-21

Swimming I for Ages 9-15

For children with no experience or minimal experience in the water, this course covers fundamental skills including breathing, floating and crawlstroke. Water safety is emphasized. Swim cap required. Enrollment limited.

YPA 57 / 6 sessions / 4.5 hours / \$175

Sec 1: Sat 9:50-10:35 am Jan 10-Feb 14

Sec 2: Sat 10:40-11:25 am Jan 10-Feb 14

Sec 3: Sat 9:50-10:35 am Feb 21-Mar 28

Sec 4: Sat 5:55-6:40 pm May 5-21

Swimming II for Ages 8-15

A continuation of Swimming I for Young People. NOTE: To enroll, students must be able to swim 15 yards and be comfortable in deep water. Includes elementary backstroke, treading water, improvement of crawlstroke and simple diving. Water safety is emphasized. Swim cap required. Prerequisite: Swimming I or permission. Enrollment limited.

YPA 62 / 6 sessions / 4.5 hours / \$175

Sec 1: Sat 11:30 am-12:15 pm Jan 10-Feb 14

Sec 2: Sat 11:30 am-12:15 pm Feb 21-Mar 28

Sec 3: Tue/Thu 6:45-7:30 pm May 5-21

Swimming III Ages 8-15

Skills taught include sidestroke, breaststroke, sculling and an introduction to the butterfly stroke. Water safety is emphasized. NOTE: To enroll, students must be able to do the front crawl for 25 meters with rotary breathing, back crawl for 10 meters and tread water. Swim cap required.

YPA 65 / 6 sessions / 4.5 hours / \$175

Sec 1: Sat 11:30 am-12:15 pm Feb 21-Mar 28

Advanced Swimming for Ages 6-12 Pre-Team I

To enroll in this program, swimmers must be able to swim 25 yards of front crawl with good breathing technique as well as the back crawl for 25 yards. The program gives swimmers the opportunity to continue to develop their basic strokes (crawlstroke and backstroke); learn additional strokes (butterfly and breaststroke); racing dives and turns; how to use training equipment such as kickboards, pull buoys and the pace clock as well as practice patterns, practice decorum and practice protocol.

YPA 101 / 10 sessions / 10 hours / \$225 / YPA101 Sat 9:00 am-10:00 am Feb 28-May 2

NOTICE: Swim competitions in ½ pool are held periodically – parents/guardians may be seated outside the pool/bleachers.

Swim Team

The USA Swimming Club provides its members with a progressive swimming program. Club members will have the opportunity to compete with other USA Swimming registered swimmers in local, regional and national competitions.

BENEFITS:

- Extensive workout time (up to 11 workouts a week)
- Analysis and development of proper stroke mechanics
- Developmental, Junior, Senior Age Group, and Elite Levels
- 50 Meter, 8-Lane Olympic Pool
- Dryland Training: Swim Benches, Leapers, Butterfly Rotator Cuff, Mini Gyms, and Vasa Trainers

Registration based on scheduled tryout or completion of Pre-Team class or equivalent experience.

Registration Deadline: Rolling registration based on (Sept-Aug) yearly, or by semester (Fall, Spring, Summer).

Swim Team – Yearly Membership Ages 6-18

Contact Aquatics Director Peter Kiernan at (718) 960-7123 or peter.kiernan@lehman.cuny.edu
3-day per week tuition \$, 4-day tuition \$600, 6-day tuition \$750

Swim Team – Semester Membership Ages 6-18

Contact Aquatics Director Peter Kiernan at (718) 960-7123 or peter.kiernan@lehman.cuny.edu
3-day per week tuition \$200, 4-day tuition \$250, 6-day tuition \$300

REIGNITE YOUR EDUCATION



It's Never Too Late to Earn Your Degree

with Lehman's Adult Degree Program

Students 24 years of age and older—earn the same Lehman degree but with additional support designed for adult students.

Choose any Lehman major or design your own in our Bachelor of Liberal and Interdisciplinary Studies (BLIS). Make the successful transition to college with special courses open only to ADP students.

ADP Offers Students:

- » Fully online and hybrid program options
- » Exemption from some college requirements
- » Credit for prior learning
- » Personalized advising
- » Evening office hours



LEHMAN COLLEGE

Adult Degree Program



Learn more!

go.lehman.edu/reignite-adp

718-960-8666

adult.degree@lehman.cuny.edu



MEET OUR ADP GRADS

**“Lehman gave
me such a push
in life. *It made
me desire more.*”**

Debra Rozier
Adult Degree Program, Class of 2025

Debra's bachelor's in health services administration is opening career opportunities for her in upper management. Her time at Lehman inspired her to desire more – pushing her to apply to master's degree programs and take her career even further.



Debra's Lehman Story
go.lehman.edu/reignite-deb

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MEET OUR ADP GRADS

“Returning to college has truly changed my life.”

Michelle Velez

Adult Degree Program, BLIS, Class of 2025

Michelle, a first-generation Dominican American from the Bronx, came to Lehman after a ten year break and designed her own major, “Understanding Latino Culture and Health” to address health disparities in her community.



LEHMAN COLLEGE

Adult Degree
Program

MUSIC PERFORMANCE

The Music Program's "College and Community" performing groups are comprised of students, alumni, faculty, staff, and members of the surrounding communities spanning a wide range of age levels, professions, and ethnic backgrounds. Using a mentoring model in which a less experienced player sits next to a more experienced one benefits both the students and the ensemble. Participants enjoy world-class rehearsal and performance facilities, professional-caliber directors, and multiple opportunities per year to perform masterworks ranging from standard to contemporary.

PREREQUISITE

- All participants must be over the age 17
- Contact the coordinator at the program office before enrolling at
718-960-8247 or music@lehman.cuny.edu

COORDINATOR

Darina Qafleshi
music@lehman.cuny.edu
718-960-8247



IN-PERSON

Chorus

MSP100 / In-Person / \$50
Sec 1: Mon/Wed 1:30-2:45 pm Jan 26-May 6
Sec 2: Tue 6-8:30 pm Jan 27-May 5

IN-PERSON

Strings 1

MSP166 / In-Person / \$50
Thu 3:00-4:40 pm Aug 28-Dec 18

IN-PERSON

Strings 2

MSP167 / In-Person / \$50
Thu 3:00-4:40 pm Aug 28-Dec 18

IN-PERSON

Guitar Ensemble

MSP200 / On-Person / \$50
TBA Jan 26-May 18

IN-PERSON

Concert Band

MSP203 / In-Person / \$50
Mon 6-8:30 pm Jan 26-May 18

IN-PERSON

Jazz Band

MSP207 / In-Person / \$50
Mon/Wed 1:30-2:45 pm Jan 26-May 18

IN-PERSON

Percussion Ensemble

MSP208 / In-Person / \$50
TBA Jan 26-May 12

IN-PERSON

Latin Band

MSP209 / In-Person / \$50
TBA Jan 26-May 12

Registration

Policy

Full payment for tuition and fees is required at the time of registration, prior to attending class(es).

Registration fee \$25 payable each semester (spring, summer, fall).

Online payment may be made by MasterCard, VISA or Discover credit or debit cards online. AMEX payments not available. REGISTER ONLINE at www.lehman.edu/ce

NO CASH OR PERSONAL CHECK PAYMENTS ACCEPTED.

- Each registrant must have an individual record. In the contact information, include one regularly used phone number and actively used e-mail address. If registering a child or teen, you must use their name when registering each one separately.
- It is strongly recommended that prospective students register at least 5 business days prior to class start to guarantee a spot. Courses are filled on a first-come, first-served basis.

Requests for Accommodation

If you wish to inquire about disability services, please email the Continuing Education Registrar Maryann Drago-Dowling at maryann.drago-dowling@lehman.cuny.edu to discuss your individual needs. Requests for accommodation must be accompanied by documentation of disability. Please submit requests and documentation well in advance of your class start date to ensure that reasonable accommodation requests can be processed in a timely manner.

Textbooks

Textbooks may be purchased online at Amazon.com, BN.com, half.com and others. E-mail ce@lehman.cuny.edu for book information.

Course Substitutions

Course substitutions require approval from the program coordinator or Associate Director. Before registering, students need to verify they meet a class's enrollment requirements. Please contact ce@lehman.cuny.edu for more information.

Grades, Certificates & Transcripts

Grades

Unofficial grades are available in the CampusCE student account at the conclusion of each semester once any balance due to the College is paid. Access your records by logging into your account at <https://lehman.ce.cuny.edu/checkoutsignin.cfm>, click on My Account > Registrations.

Certificates & Transcripts

Certificate program PDF Copy: Complete the request form at <https://tinyurl.com/2yhbnppww>. A \$10 fee applies per emailed certificate or official transcript.

Hard Copy Certificate: Submit the same form and pay a \$25 fee per certificate hard-copy.

Exceptions: No fee for PDF certificate copies for CASAC, Dental Assistant, Pharmacy Tech, Surgical Tech, Sterile Processing Tech, RES, ENR, and ed2go courses. No certificates issued for children's classes. Email ce@lehman.cuny.edu to request.

Refunds

Registration Fees for the semester and \$25 and \$25/\$10 certificate fees are nonrefundable.

Course Refunds

Non-Credit Courses (more than 4-weeks in duration)

- 100% refund, less registration fee- if written notification prior to 1st class meeting starting time.
- 50% refund, less registration fee- if written notification prior to 2nd class.
- No refund after second class session.

Non-Credit Courses (less than 4-weeks in duration)

- 100% refund, less registration fee- if written notification prior to 1st class meeting starting time.
- No refund after first class session access.

If eligible for a 100% or 50% refund, students' refund request MUST be made in writing by emailing ce@lehman.cuny.edu. Credit/ debit card refunds are processed promptly after cancellation. Depending on the bank associated with your card, a refund could take 1-4 weeks to appear in your statement.

Third-Party refunds: Any amount paid to the College by an employer, union, workforce centers or other third-party will be returned to the payer within a reasonable period if services were not delivered to the student in accordance with the refund policies of the School of Continuing and Professional Studies.

For ed2go Online Fundamental Courses, enrollments can be dropped and refunded for up to 13 calendar days after the session start date, provided you have not accessed the final exam or completed the course. For more information visit: www.ed2go.com/lehmance/help.html - To drop within the stated timeframe, email ce@lehman.cuny.edu.

For ed2go Advanced Career Training Programs, students have 10 calendar days from their enrollment start date to notify their Student Advisor at ed2go for a refund. Email ce@lehman.cuny.edu for more information or visit: careertraining.lehman.edu/help/

100% refund including registration fee, if the course is canceled by the college.

Refund Appeal Process

If you believe you have valid reasons for seeking an exception to the School of Continuing & Professional Studies – Continuing Education's refund policies, you can apply for a "Request for Tuition Refund/Credit."

These exceptions undergo careful review by the Tuition Credit Review Committee and are typically granted only in cases of significant hardship or unusual circumstances. Visit <https://tinyurl.com/ydbmbam5> to start the refund appeal. Each case is assessed based on its unique merits, and all completed forms must be submitted together for consideration by the Committee to ensure a fair and thorough review.



Course Locations & Cancellation

Online Courses: Zoom links will be emailed to you the Friday before your class starts. If you have not received a zoom link, please call 718-960-8512 or email ce@lehman.cuny.edu.

In-Person Course: In-person courses are held at CUNY on the Concourse, 2501 Grand Concourse, 3rd Floor or Lehman Main Campus, 250 Bedford Park Boulevard West. Please check your course registration for your course location. Please call 718-960-8512 or email ce@lehman.cuny.edu if you are unsure about your course location.

Course Cancellation:

In the event a course is cancelled, we will notify students by email; however, students should verify the status of courses by emailing ce@lehman.cuny.edu no earlier than 24 hours prior to the first class session.

Program Certificate Requirements

In order to be eligible to receive a program certificate, students must have a High School diploma/GED, satisfy all prerequisites, successfully complete all course requirements listed with a passing grade of C or better, attend a minimum of 80% of class sessions (90% for RES33) for certificate program courses and have no debts due the College.

Certificate Program Grade Legend:

A+ = 97-100	B+ = 85-89	C+ = 74-76	F = Failure/65 & below*
A = 93-96	B = 80-84	C = 70-73	W = Withdrawal
A- = 90-92	B- = 77-79	C- = 66-69	N/A = Never Attended
INC = Incomplete work needs to be submitted within 2 weeks following class end date or grade becomes F.			

*Failure/65 and below for most courses except Real Estate

Students may register for individual courses unless otherwise specified. Please note prerequisite course(s) listed in course description.

Continuing Education Units

A CEU represents a nationally recognized instrument for documenting participation in non-credit programs. One CEU equals 10 hours of class participation. Continuing education units may not be transferred to a degree-bearing program.

Campus ACCESS

Non-Credit students attending class in-person must bring the following to every class session:

- Photo I.D.
- Campus CE course receipt emailed conformation/receipt

Parking

Lehman College

Metered parking at muni-meters may be available on Goulden Avenue and on Bedford Park Boulevard West. Street parking may be available on Paul Avenue and Reservoir Avenue and further north on Goulden Avenue.

For more information about purchasing a Lehman College Lot Parking ID (\$15) and parking (\$55-\$75) decal, email ce@lehman.cuny.edu

CUNY on the Concourse Parking

Street parking may be available. Municipal parking is available at the parking garage on Jerome Avenue at 190th Street.

Disclaimer: Job Placement

Our College provides comprehensive Continuing Education training programs designed to equip students with valuable skills and knowledge for their chosen fields. However, completion of our programs does not guarantee job placement. While some of our programs offer instruction and resources to assist students in their job search, securing employment is ultimately the responsibility of the individual student. The job market is dynamic, and various factors, including individual qualifications, economic conditions, and employer demand, influence hiring decisions.

General Info

Disclaimer

The College reserves the right to cancel courses, adjust curricula and hours, close facilities, substitute instructors, change locations, substitute equipment or limit enrollment without notice. For the latest course and schedule information, please visit www.lehman.edu/ce and view brochure online. CE is not responsible for typographic errors in this brochure or on the CE website.

Code of Conduct

Students should refer to the Lehman College Campus Community Standards at <https://policy.cuny.edu/bylaws/article-xv/>

Student Privacy and FERPA

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. Once a student turns 18 or enrolls in a post-secondary institution, their records are confidential, and we cannot disclose information to anyone, including parents or guardians, without the completion of the City University of New York FERPA Release Form – Permission for Access to Education Records. To receive this form, please contact ce@lehman.cuny.edu. This applies to all schools receiving federal funding, including our institution.

Helpful Links

Latest Brochure with Course Date Revisions

<https://tinyurl.com/3hre6au5>

Continuing Education Policies and Procedures

<https://tinyurl.com/2p99u9xy>

Lehman College Main Campus Virtual Tour

www.youvisit.com/tour/lehman?pl=v

Maps & Directions to Lehman College Main Campus

<https://tinyurl.com/y623xwbm>

CUNY on the Concourse Municipal Parking

<https://tinyurl.com/3brxy7j7>

Tax Credits

See page 9 for more information. Visit the IRS website at www.irs.gov to see if you are eligible for a tax credit.

Fall 2025 -Spring 2026 Calendar Holidays and No Classes

Dec 24–25 Wed – Thurs, **College closed – NO CLASSES**

Dec 26–30* Fri – Tues, **Winter Break**

Dec 31 – Jan 1, 2026 Wed – Thurs, **College closed – NO CLASSES**

Jan 19 Mon, **MLK day, College closed – NO CLASSES**

Feb 12 Thu **Lincoln's Birthday**, College closed

Feb 16 Mon **Presidents' Day**, College closed

Feb 17 Tue **Chinese New Year***

Mar 20 Fri **Eid***

Apr 1 Wed–Apr 9 Thu **Spring Break***

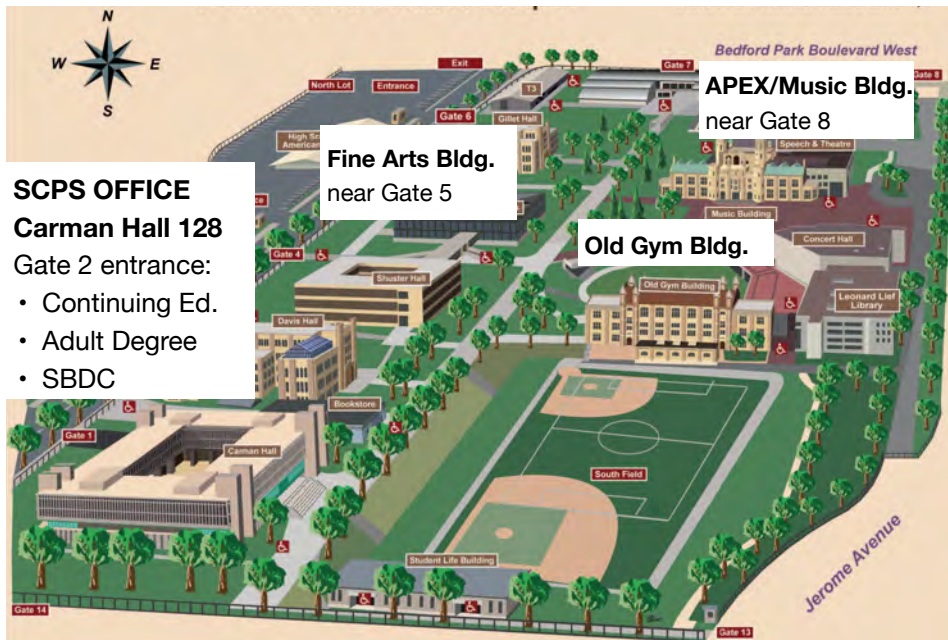
May 23 Sat, May 24 Sun **Memorial Day Weekend***

May 25 Mon **Memorial Day, College Closed**

*Select classes may meet, Check with your instructor.

Lehman Campus (LEHC)

250 Bedford Park Blvd. West, Gate 2 on Goulden Avenue
Carman Hall, Room 128



SCPS OFFICE
Carman Hall 128
Gate 2 entrance:
• Continuing Ed.
• Adult Degree
• SBDC

Fine Arts Bldg.
near Gate 5

APEX/Music Bldg.
near Gate 8

Old Gym Bldg.

Carman Hall entrance from on campus, across from baseball field: Go down outside concrete stairs and through glass doors (basement level). Make sharp left turn (do not go through grey flipper doors) and continue upstairs. Carman 128 (on 1st floor level) is to the right at top of stairs.

Carman Hall entrance from Goulden Avenue, near Gate 2: Go down ramp to the left. Enter through glass doors to the basement level and go straight through flipper doors to the end of hall and through next set of grey flipper doors. Go up the stairs on the right. Carman 128 (on 1st floor level) is to the right.

Getting to Lehman Campus

www.lehman.edu/about/maps-and-directions.php

By Car: Major Deegan Expressway (I-87) to Van Cortlandt Park South exit; Bronx River Parkway or Saw Mill (Henry Hudson) Parkway to Moshulu Parkway exit.

By Bus: Bronx: #1, #2, #9, #10, #22, #25, #26, #32; Bronx/Manhattan #4A or #4B express to Bedford Park Boulevard; Westchester: #20, #20X, #4.

By Subway: IRT 4 or IND "D" or "B" to Bedford Park Boulevard. Metro North's Harlem line to Botanical Gardens station then Bronx bus #25 or #26 to College; or Fordham station then Bronx bus #9 to Jerome Ave. or #22 to Goulden Ave.

CUNY On The Concourse (COTC)

2501 Grand Concourse near corner of Fordham Road, 3rd Floor



Getting to CUNY on the Concourse

<https://lehman.edu/techincubator/cuny-on-the-concourse/>

By Car: Major Deegan Expressway (I-87) or Bronx River Parkway to Fordham Rd. exit. Continue on Fordham Rd. to the corner of the Grand Concourse.

By Bus: Bronx: #1, #2, #12, #22, #24, #28, #32, #34 to Fordham Rd. and Grand Concourse. Westchester: #60, #61 to Valentine Ave.

By Subway: IRT 4 to Fordham Rd., or IND "D" or "B" to Fordham Rd.

REGISTER ONLINE TODAY



Visit our registration website

<https://lehman.ce.cuny.edu/checkoutsignin.cfm>



Create Account or Login to your Account

On the top right of the registration website, click on “Create Account” or “Login My Account”. Once you are in your account, you will be able to register for courses.



Find your course

Search for your courses using the “Course Search” features on the left-hand menu.



Add Course to your cart

After you click on the course title for course details, click on the “add to cart” button on the bottom right.

Checkout



When ready, select “checkout”. Answer any required questions and enter your payment details - Debit/Credit MC/VI/DS NO AMEX. Review and accept the Refund Policy by checking the box on the bottom right of the page, then select “Place Order” button. You will receive an email confirmation of your registration.



Manage your course information

As a Lehman Continuing Education student, you can login any time, and under the “My Account” menu on the top right. You can update your contact information/ password; view course registration/ schedule/ directions, upload documents to your teacher, and view/ print final grades for past courses.

NEED HELP REGISTERING? CONTACT US!

LIVE CHAT

www.lehman.edu/ce

PHONE

718-960-8512

EMAIL

ce@lehman.cuny.edu

ASSET Scholarship

(Adult Student Success in Educational Transition)



Limited scholarships are available to cover 50% and more of tuition for select programs including Certified Nursing Assistant (CNA), Medical Biller & Coder, CompTIA A+ Certification, and Network+. Scholarships are awarded on a rolling basis.

For more information, visit:

<https://tinyurl.com/azyfp4dp>

or contact

Maryann Drago-Dowling

Continuing Education —

Registrar

maryann.drago-dowling@lehman.cuny.edu

Sales Training – AI-Proof Your Career

AI Automates Tasks.
Humans Build Trust.
Get the AI-Proof Career:
Professional Sales Training
at Lehman College SCPS.

Master the Complex Human
Skills—Trust, Strategy,
Negotiation—that AI Can't
Replicate.

The Future is AI-Proof Sales.

See page 34



LEHMAN
COLLEGE



School of Continuing
& Professional Studies

LEHMAN COLLEGE

The City University of New York
School of Continuing and Professional Studies
Carman Hall, Room 128
250 Bedford Park Boulevard West
Bronx, New York 10468-1589

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OPEN HOUSE

Wednesday, January 14 at 6:30 pm

Looking to make the switch to your dream career or step up your skills in your current job?

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Join us for this FREE Online Event!

Scan QR code or visit <https://tinyurl.com/4jf39jck> to reserve your spot!



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