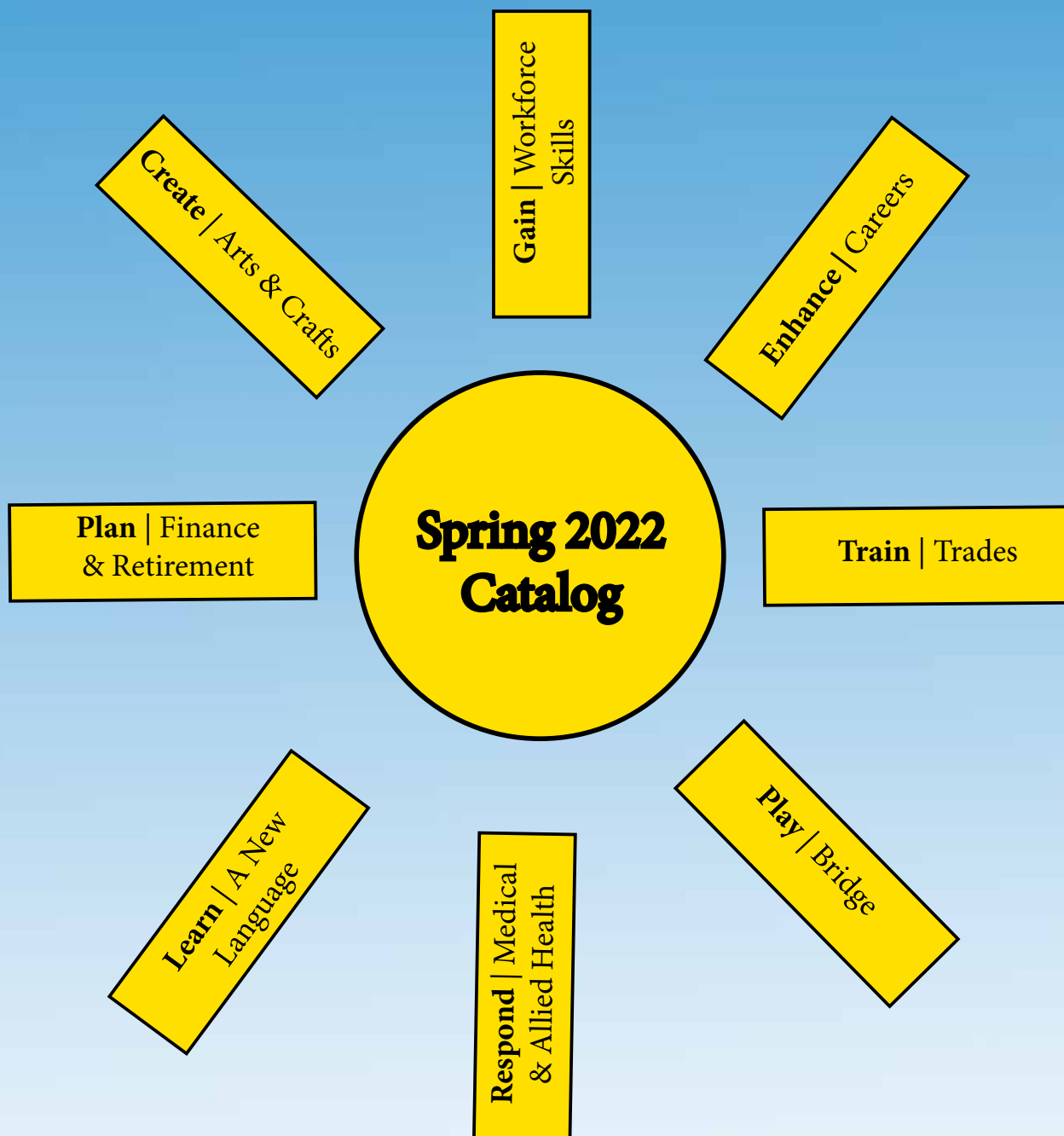




Keefe at Night

Continuing Education

Semester Starts on
March 7, 2022



Keefe at Night

Certification and Licensing Programs

HEALTH AND WELLNESS CERTIFICATION

Usui/Holy Fire Reiki, Level 1
Usui/Holy Fire Reiki, Level 2

MEDICAL AND ALLIED HEALTH TRAINING/EXAM PREPARATION

Adult & Pediatric First Aid/CPR/AED Certification
Advanced Cardiovascular Life Support (ACLS) Certification
Basic Life Support Certification
Certified Nurse Assistant
Clinical Medical Assistant Certification
Emergency Medical Technician (EMT) Certification
Pharmacy Technician Certification
Phlebotomy Technician Certification

REAL ESTATE TRAINING/EXAM PREPARATION

Massachusetts Real Estate Salesperson Training

SERVSAFE EXAM PREPARATION/CERTIFICATION

ServSafe Manager Certification

TRADES LICENSE TRAINING/EXAM PREPARATION

Construction Supervisor - Unrestricted License
Hoisting - 2A License
Electrical Code - Journeyman Modules
Plumbing Code and Theory - Journeyman Tiers

WATER SAFETY CERTIFICATION TRAINING

America's Boating (ABC3) Certification
Lifeguard Training/Certification
Water Safety Instructor (WSI) Certification

This semester most classes will take place at Keefe Tech, but we will continue to offer live/virtual and hybrid courses. **Very Important: Students attending in-person and hybrid courses are required to adhere to safety protocols, including wearing a mask.**

Semester Starts on 3/7/2022

Office Hours - Spring 2022

Between January and the start of the semester our office hours are:
Monday-Friday: 9:00 a.m.-5:00 p.m.

Starting on March 7 our staff can be reached at the following times:
Monday-Thursday: 9:00 a.m.-9:00 p.m.
Fridays: 9:00 a.m.-5:00 p.m.

Scheduled Cancellation Dates:

4/7, 4/18-4/22, 5/30

Please check your registration receipt for additional cancellation dates.

Contact Information

By Phone: 508-416-2170

By Email: Continuinged@jpkeefehs.org

Website: Keefeatnight.org

Mailing Address:

750 Winter Street
Framingham, MA 01702



Cover & Ad Designs by John Quintin, Keef Tech '19

What is the difference between a live/virtual, hybrid or self-paced course?

A live/virtual course is conducted entirely on a virtual platform. A hybrid course has both a virtual and an in-person component. Please see page 3 for more information.

What technology do I need to join a live/virtual class?

A computer with audio and video, and an Internet connection. A Zoom link will be sent to students in advance of class. You will use the same link for multiple-session classes.

How do I register?

You can register in person, online, by phone or by mail.

Tuition Payment

Payment is due in full at time of registration. Please call us for information on payment plans for select courses.

Forms of Payment

We accept Cash, Visa, MasterCard, Discover, Checks and Organization Purchase Orders.

Age Requirement

With the exception of the courses listed below, all participants must be 18 years of age or older to participate in our programs:

Children's virtual language courses Ages: 6-12

Offered during School Vacation:

Life Guard Certification: 15

Water Safety Certification: 16



Please note that until further notice, masks are required for everyone attending in-person classes. Keefe at Night adheres to all safety protocols in place at Keefe Tech Regional High School.

Certificates of Class Completion

Upon successful completion of Licensing and Certification classes, students receive their certificates. If you need a certificate for your employer, we will be happy to provide it. Replacement certificates are available for a \$5.00 fee.

Missed Classes in Certification/Licensing Programs

There is a fee to make up classes beyond the scheduled class hours.

Textbooks and Supplies

Keefe at Night does not operate a book/supply store. Please see online course descriptions for information on books & supplies.

Registration/Confirmation Receipt

In addition to payment information, your receipt contains:

- Dates and times of your class & location
- Scheduled cancellation dates
- Books/Supplies information
- Withdrawal/Refund policy
- Required Safety Protocols

Withdrawal/Cancellation Refund Policy

Please see page 26 of this catalog for full details on refunds, and our school policies and procedures.

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Full course descriptions including instructor bios, books/supplies information and scheduled class cancellations can be found online at Keefeatnight.org.

Hybrid, Live/Virtual, Online Self-Paced - What does that mean?

Hybrid Courses

We offer two types of hybrid courses. Both types have two components:

Some hybrid courses have a live/virtual component. Students meet with a live instructor on a virtual platform. You will be able to interact with the instructor, and other students, and can ask questions during class. Students will receive a Zoom invitation link by email in advance of the live/virtual class. The second part of the class is conducted in person at Keefe Tech. Hybrid Live/Virtual/In Person Sections have been tagged with these icons:



Other hybrid courses have a self-paced component. This means that you will receive access to an interactive website where you will complete classwork on your own schedule. However, all work must be completed in advance of the In Person sessions. In Person classes meet at Keefe Tech. Self-paced/In Person Sections have been tagged with these icons:



Live/Virtual Interactive Class: These courses are conducted entirely on Zoom. A live instructor will teach the class. You will be able to interact with the instructor and other students, and can ask questions during class. Students will receive a Zoom link by email in advance of the class. Live/virtual Sections have been tagged with this icon:



Online Self-Paced: Students complete these courses on their own schedule. Please be aware that the course is available for a limited number of months, generally 6 months. Upon registration, you will receive access to an interactive website where you will complete classwork on your own. Self-Paced Sections have been tagged with this icon:



All other classes will meet in person. All class titles have been labeled according to their presentation format.

ADULT ED: ENGLISH AS A SECOND LANGUAGE - IN PERSON

ESL Level/Nivel 1- 4, Tuesday/Thursday - In Person

Welcome/Bienvenidos/Bemvindos/Benvenuti/Bienvenue! These classes will be held at Keefe at Night. Estas clases se llevarán a cabo en persona. As aulas serão conduzidas em pessoa.

Level 3 only will meet on Zoom for the first few weeks and then will meet in person. All other levels will meet in person from day one. El nivel 3 se reunirá en Zoom durante las primeras semanas y luego se reunirá en persona. Todas las demás clases de otros niveles se reunirán en persona a partir del primer día. O nível 3 se reunirá no Zoom nas primeiras semanas e depois se reunirá pessoalmente. Todas as outras classes em outros níveis se reunirão pessoalmente desde o primeiro dia.

Learning to speak English can open up many opportunities to non-English speakers. Keefe at Night provides excellent ESL classes to the community. Our instructors are truly committed and seasoned professionals who have a love for teaching ESL to adult learners. We offer 4 levels of study: Beginner, Advanced Beginner, Intermediate and Advanced. If you have never taken English language classes and consider yourself a beginner, you place in Level 1. There is no need to take a placement test. If you attended a class at Keefe at Night recently, you will move on to the next level. **New Students:** For Levels 2, 3 & 4 there will be a placement test at Keefe Tech on Tuesday, February 15, 2022 between 4:00 p.m. and 7:30 p.m. Plan on a half hour for completion of the process.

Classes begin on Tuesday, March 8th and end on Tuesday, May 31st. They take place on Tuesdays and Thursdays from 6:00 - 9:00 p.m.

The total cost for the class is: \$285 for Levels 1 & 2, and \$299 for Levels 3 & 4. Two books are included in the cost of tuition for all levels. Additional materials are included for levels 3 & 4.

Inglés Como Segundo Idioma: El poder comunicarse en inglés puede abrir muchas puertas para personas que actualmente no hablan el idioma. Keefe at Night brinda excelentes clases de ESL a la comunidad. Nuestros maestros son profesionales con mucha experiencia, quienes aprecian la importancia de la enseñanza del idioma a personas adultas. Ofrecemos cuatro niveles de aprendizaje: Principiantes, Principiantes Avanzados, Curso Intermedio y Curso Avanzado. Si nunca ha tomado cursos de inglés y se considera principiante, entrará al primer nivel. No necesita tomar una prueba.

Si tomó clases en Keefe at Night recientemente, pasará al

siguiente nivel. **Estudiantes Nuevos:** Para los niveles 2, 3 y 4 habrá una prueba de colocación de nivel en Keefe Tech el martes 15 de febrero de las 4:00 p.m. y 7:30 p.m. Planifique media hora para completar el proceso.

El curso de inglés empieza el martes 8 de marzo y termina el jueves 31 de mayo. Las clases se reúnen los martes y jueves de 6:00 a 9:00 PM.

El costo total de la clase es: \$285 para los niveles 1 & 2, y \$299 para los Niveles 3 y 4. Se incluyen dos libros en el costo de la matrícula para todos los niveles. Otros materiales se incluyen para los niveles 3 y 4.

Inglês Como Segunda Língua: Aprender a falar inglês pode abrir muitas oportunidades para pessoas não falantes da língua Inglesa. Keefe at Night oferece excelentes aulas de ESL para a comunidade. Nossos instrutores são profissionais verdadeiramente comprometidos e experientes que estimam a importância de ensinar ESL a estudantes adultos. Oferecemos 4 níveis de estudo: Iniciante, Iniciante Avançado, Intermediário e Avançado. Se você nunca fez aulas de inglês e se considera um iniciante, você será colocado no Nível 1. Você não precisa fazer a prova. Se você assistiu a uma aula no Keefe at Night recentemente, você passará para o próximo nível.

Novos Estudantes: Para os níveis 2, 3 e 4, haverá uma prova de nível na Keefe Tech na terça-feira, 15 de fevereiro entre as 4:00 p.m. e 7:30: Planeje meia hora para concluir o processo. O curso de inglês começa na terça-feira, 8 de março e termina na quinta-feira, 31 de maio. As aulas acontecem às terças e quintas-feiras, das 6:00 p.m às 9:00 p.m.

O custo total da aula é: \$285 para os níveis 1 e 2, e \$299 para os Níveis 3 e 4. Dois livros estão incluídos no custo do curso para todos os níveis. Outros materiais estão incluídos para os níveis 3 e 4.

No class, No hay Clases/Aulas: 4/7, 4/19 & 4/21

Instructor/Profesora/Professora: Domenica Clark, Level 1; Kim McCormack, Level 2; Vicki Kravitz, Level 3; Linda Strayhorn, Level 4

ESL LEVEL 1-4-Spring 2022

3/8/2022-5/31/2022

6:00 PM - 9:00 PM

Keefe Tech, Second Floor

Days: TTh

Sessions: 22

ADULT ED: GED TEST PREPARATION - SELF-PACED/ONLINE

GED Test Prep. Ed2Go - Self-Paced Online Courses - Instructions on How to Register



This program is offered through our training partner Ed2Go. GED Preparation Classes are available for registration. Students have access to these online/self-paced classes 24/7 for a determined period of time. The registration process is different however. Please visit this link to view information on classes or to register online: <https://www.ed2go.com/kan/SearchResults.aspx?SearchTerms=ged>

For more information on preparation classes, please contact an Ed2Go representative at 800-701-8755. Or you can send a message to them at: ed2go.support@cengage.com When you contact them, please let them know that Keefe at Night referred you.

GED Testing: For information on GED® testing in Massachusetts, please visit: <http://www.doe.mass.edu/hse/>

GEDINFO-Spring 2022

Online Learning: 24/7 for 3 - 6 months depending on the program.

4 Register online at **Keefeatnight.org** or call us at 508-416-2170

Spring 2022

ARTS & CRAFTS - IN PERSON

Knitting for Beginners - In Person

Knitting is a creative, relaxing pastime. Have fun while making unique gifts for yourself, others, or charity. This class is designed for new knitters as well as anyone needing a refresher. Practice supplies will be provided by the instructor for in-class use. Students are also encouraged to bring any needles or yarn they already have. Any questions? Feel free to contact the instructor at keefe.pugstitches.com. Additional project supplies will be the student's responsibility. **Instructor: Jessica Pelon.**

ARTTXT03-Spring2022

3/8/2022-4/12/2022

6:30 PM - 9:00 PM

Keefe Tech, First Floor, Room 203

\$129.00

Days: T

Sessions: 6

Knitting Workshop - In Person

This is the perfect continuation of the Knitting for Beginners class and is also great for experienced knitters. Learn a new technique, start a project, finish a project you have lying around, or do all the above. In this independent study class, students will work on projects of their own choosing with the confidence of knowing someone is there to guide and support them. Come to the first class with practice or project supplies in hand. Feel free to contact the instructor before the first class with any questions or to discuss project ideas at keefe.pugstitches.com. All project supplies will be the student's responsibility. **Instructor: Jessica Pelon.**

ARTTXT01-Spring2022

5/3/2022-6/7/2022

6:30 PM - 9:00 PM

Keefe Tech, First Floor, Room 203

\$119.00

Days: T

Sessions: 6

Floral Design



Floral Design with Dawn Bagocius

Flowers and Materials are included in all Floral Design Classes.

Art of Floral Jewelry - In Person

Floral jewelry is on trend. You will make 3 unique pieces of floral jewelry using fresh flowers - Perfect to accessorize any of your attire.

ACFD910-Spring2022

5/18/2022-5/18/2022

6:00 PM - 8:00 PM

Keefe Tech, Ground Floor, Horticulture

\$75.00

Days: W

Sessions: 1

Contemporary Floral Design - In Person

This class is for the person who likes a modernized sleek looking floral design with fine lines and detail. You will create this look using fresh flowers and other materials.

ACFD8-Spring2022

5/17/2022-5/17/2022

6:00 PM - 8:00 PM

Keefe Tech, Ground Floor, Horticulture

\$75.00

Days: T

Sessions: 1

DIY Bridal Floral Designs - In Person

Today's modern brides enjoy creating their own floral designs for their special day. In this class, you will learn how to make two basic pieces: boutonniere, a wrist corsage and an arm spray.

ACFD11-Spring2022

5/5/2022-5/5/2022

6:00 PM - 8:00 PM

Keefe Tech, Ground Floor, Horticulture

\$75.00

Days: Th

Sessions: 1

Easter Candle Centerpiece - In Person

This elegant design will capture the eyes of everyone who joins in on your festivities.

ACFD12-Spring2022

4/5/2022-4/5/2022

6:00 PM - 8:00 PM

Keefe Tech, Ground Floor, Horticulture

\$75.00

Days: T

Sessions: 1

Spring Basket Floral Design - In Person

Learn how to professionally create a basket design with vibrant soft Spring colors. Learn some simple tricks that take ordinary to extraordinary.

ACFD7-Spring2022

3/31/2022-3/31/2022

6:00 PM - 8:00 PM

Keefe Tech, Ground Floor, Horticulture

\$75.00

Days: Th

Sessions: 1

Topiary Design - In Person

In this class you will learn about popular flower trends, colors and simple, yet elegant topiary designs. After this class, you will be able to create and arrange your own with confidence.

ACFD-6Spring2022

5/12/2022-5/12/2022

6:00 PM - 8:00 PM

Keefe Tech, Ground Floor, Horticulture

\$75.00

Days: Th

Sessions: 1

BUSINESS & CAREER TOOLS - IN PERSON

Start a Successful Business - In Person

If you want to start a business, or already have a business and want it to be more successful, this workshop is for you. Over 8 sessions, you will learn the fundamentals of starting and growing a business; how to develop and prepare an effective business plan and budget; organizational structure; marketing and sales planning; managing financial performance and cash flow; and how to secure financing to grow the business. You will also prepare your own Business Plan skeleton over the 8 weeks. You will hear real-life case studies on owners who did it right, and those that did it wrong, and you will perform your own simple cash flow exercise to get hands-on cash flow experience. **Instructor: Bruce Share.**

BZTOOLS2-Spring2022

5/4/2022-6/22/2022

6:00 PM - 9:00 PM

Keefe Tech, First Floor, Room 206

\$169.00

Days: W

Sessions: 8

Instagram for Business Owners - In Person

In this 90-minute course geared towards beginners, we will address everything that you need to know if you're just starting out using Instagram to promote your business. **Instructor: Lauren Briggs.**

BZTOOLS15-Spring2022

4/13/2022-4/13/2022

6:00 PM - 7:30 PM

Keefe Tech, First Floor, Room 205

\$29.00

Days: W

Sessions: 1

Intro to Social Media for Business - In Person

Learn to effectively promote your business or organization through social media. If you are looking to tap into social media to promote your business and need some help getting started, this course is for you. This course is aimed at those who are beginning to use social media. **Instructor: Lauren Briggs.**

BZTOOLS4-Spring2022

3/23/2022-4/6/2022

6:00 PM - 9:00 PM

Keefe Tech, First Floor, Room 205

\$75.00

Days: W

Sessions: 3

BUSINESS & CAREER TOOLS - LIVE/VIRTUAL CLASSES



Login instructions for these courses will be sent to you by email in advance of class.

Online Interviewing Success - Live/Virtual Class

Join us to polish and perfect your interviewing skills. Our tips, tools, and techniques will help you gain the confidence and hard-core skills you need to step in front of your computer's camera and be your best self. **Instructor: Lau Lapidés.**

BZTOOLSINT-Spring2022

3/30/2022-3/30/2022

7:00 PM - 9:00 PM

\$39.00

Days: W

Sessions: 1

Please see Computers: Technology and Applications section for website building courses.



Journeyman Plumbing Code and Theory: Tiers 1 - 5 Complete 5 tiers in 4 years at Keefe at Night

Keefe at Night offers all five tiers of the Massachusetts Journeyman Plumbing Code and Theory Program. **For those of you that are ready to embark on your journeyman career, Tier 1 starts in Fall 2022 and Tier 2 starts in Spring 2023.**

These courses are open to two groups of current apprentices: those participating in the Tier System licensed after September 1, 2008, and those licensed prior to that date who are in the 300-hour program.

Participants in the 5-Tier system are required to have 550 hours over a four-year period. Apprentices licensed prior to September 1, 2008 are required to accumulate 300 hours over a three-year period.

This program runs in Fall and Spring. It covers the Massachusetts Board of State Examiners of Plumbers & Gas Fitters requirements including code, science, theory and math. Students are required to have their code book in class.

Important: Students must possess a current Apprenticeship License to be able to enroll in Tiers 2-5.

We strongly recommend that all students visit the The Board of Registration of Plumbers and Gas Fitters website at: <https://www.mass.gov/plumber-licensing> for information on Journeyman License requirements and processes.

Class Schedules can be found on Page: 22 of this catalog.

Usui/Holy Fire Reiki, Level 1 Certification - In Person

Learn about the concepts, energies, and history of Usui/Holy Fire Reiki. It is a powerful yet gentle form of healing that provides stress relief, relaxation, mental clarity and more. You will gain a general understanding of the concept of chakras, auras and Reiki energy using scanning and traditional hand positions. Training consists of lectures as well as hands-on practice. **Required Textbook:** Students will need to purchase the required textbook on their own in advance of class: *Reiki, The Healing Touch: First and Second Degree Manual* by William Lee Rand, 2000. ISBN 1-886785-03-1.

HL101-Spring2022

4/25/2022-5/2/2022

5:00 PM - 8:00 PM

Keefe Tech, Second Floor, Room 314

\$89.00

Days: M

Sessions: 2

Usui/Holy Fire Reiki, Level 2 Certification - In Person

Enhance your healing powers, intuition and confidence with Reiki Level 2. In this class you will learn full treatment techniques including advanced body scanning and meditations. Gain a deeper understanding of: clearing negative energies from people and homes, distant healing, healing of emotional problems, healing of trauma and healing unwanted habits. **Prerequisite:** Successful completion of the Usui/Holy Fire Reiki Level 1 Certification course. **Required Textbook:** Please see information in Reiki Level 1 description.

HL102-Spring2022

5/9/2022-5/16/2022

5:00 PM - 8:00 PM

Keefe Tech, Second Floor, Room 314

\$89.00

Days: M

Sessions: 2

Reiki with Amanda Bavaro



Reiki Practice and Review

Perfect for all levels of Reiki practitioners, this workshop is for people who want to brush up on their Reiki skills and learn a few new techniques. The class begins with a Q&A and moves into practice time. Here we can practice and ask questions as we build a local Reiki community! Students who have been certified in Reiki elsewhere can attend this workshop.

HL103-Spring2022A

3/14/2022-3/14/2022

5:00 PM - 8:00 PM

Keefe Tech, Second Floor, Room 314

\$45.00

Days: M

Sessions: 1

HL103-Spring2022B

6/6/2022-6/6/2022

5:00 PM - 8:00 PM

Keefe Tech, Second Floor, Room 314

\$45.00

Days: M

Sessions: 1

Entry Level Florist Training - In Person

Learn what it takes to get into the business side of the floral industry. This three-session classroom course will give students an understanding of industry procedures, knowledge of floral care, information on general pricing and details about how to advance in the field. It is important to note that this class focuses on the business management part of the industry. **Course tuition does not include floral design, flowers or materials.** Floral Design classes are available at Keefe at Night this semester at an additional cost. **Instructor: Dawn Bagocius.**

CAREERS3-Spring2022

3/15/2022-3/29/2022

6:00 PM - 8:00 PM

Keefe Tech, Ground Floor, Horticulture Related Room

\$89.00

Days: T

Sessions: 3

Facial Threading - In Person

Learn the history, fundamentals, basics of eyebrow shaping, full face threading techniques and business smarts. This class is for everyone even if you are not a cosmetologist, an aesthetician, or a makeup artist. You will also learn how to thread yourself! Supplies are included in the cost of tuition.

Instructor: Amanda Bavaro.

CAREERSFT-Spring2022

3/21/2022-3/28/2022

5:00 PM - 8:00 PM

Keefe Tech, Second Floor, Room 316

\$99.00

Days: M

Sessions: 2

Publish Your Own Book - Guaranteed! - In Person

Get your book published and marketed successfully at no cost. Modern book publishing technology has evolved using multimedia, turning writers into authors. **Instructor: David K. Ewen.**

BZWR25-Spring2022

4/27/2022-4/27/2022

6:00 PM - 9:00 PM

Keefe Tech, Second Floor, Room 317

\$49.00

Days: W

Sessions: 1

Please sign up early so that we meet our minimum class enrollment.

CAREERS - LIVE/VIRTUAL CLASSES



Login instructions for these courses will be sent to you by email in advance of class.

Audiobook Narration Workshop - Live/Virtual Class

In this exciting, fast-paced 2-hour audiobook narration workshop we will teach you vocal delivery techniques that work and the craft of producing, recording and performing. Casting opportunities and best business practices may also be discussed. Industry Q & A included! **Instructor: Lau Lapides.**

CAREERS2-Spring2022

3/23/2022-3/23/2022

7:00 PM - 9:00 PM

\$39.00

Days: W

Sessions: 1

Voice Over Training Workshop - Live/Virtual Class

This one-night class is full of tips and techniques designed to offer you an introduction to the exploding world of Commercial Voice Overs! Learn how to warm-up your voice and speech, proper breathing techniques, articulation and accent work; learn how to create instant rapport with your audience, interpret a script (copy) with ease, create credible characters, and make a voice over demo! **Instructor: Lau Lapides.**

CAREERS1-Spring2022

3/16/2022-3/16/2022

7:00 PM - 9:00 PM

\$39.00

Days: W

Sessions: 1

Full course descriptions can be found online at Keefeatnight.org.

COMPUTERS: TECHNOLOGY AND APPLICATIONS - IN PERSON

Intro to Computers and Basic Applications - In Person

If you are a complete novice at computers and would like to learn not just the basics but want to delve into the world of basic applications, the Internet and social media, then this class is perfect for you. **Instructor: Frank Yeung.**

COBASIC12-Spring2022

4/28/2022-5/19/2022

6:30 PM - 8:30 PM

Keefe Tech, Second Floor, Library

\$109.00

Days: Th

Sessions: 4

Android: How to Use your Android for Beginners - In Person

Learn to search the Internet from your phone. Manage your calendar, contact lists, photos, and videos. Learn how to text and stay connected with friends and family, and so much more! You will need to have your Android readily available for the duration of class. **Instructor: Frank Yeung.**

PHONETECH1-Spring2022

3/24/2022-3/31/2022

6:30 PM - 8:30 PM

Keefe Tech, Second Floor, Library

\$59.00

Days: Th

Sessions: 2

iPhone - How to Use your iPhone for Beginners - In Person

Learn how to: Search the Internet; Use Siri as your personal assistant; Pick the right app from the App Store; Manage your contacts; Take and share your pictures or videos; Stay connected using texting, facetime or email; Sync to your iCloud account; Secure the phone with passwords; Plus other tips and tricks. You will need to have your iPhone readily available for the duration of class. **Instructor: Frank Yeung.**

PHONETECH2-Spring2022

5/26/2022-6/9/2022

6:30 PM - 8:30 PM

Keefe Tech, Second Floor, Library

\$69.00

Days: Th

Sessions: 3

Build a WordPress Website or Blog from Scratch - In Person

Do you want to create an easy-to-build website or personal blog? If you have purchased a domain name or are ready to buy a hosting package, this class is for you. WordPress is a powerful and easy-to-use tool for building virtually any kind of site. **Important Requirement:** Before the first class, you must set up a website host for your site. (At an additional cost, the instructor can set up a temporary site upon your request. Please contact Fan at bbsdesign.com for more information.) **Instructor: Fan Stanbrough.**

COWEB22-Spring2022

3/14/2022-4/11/2022

7:00 PM - 9:00 PM

Keefe Tech, Second Floor, Library

\$139.00

Days: M

Sessions: 5

continued on page 10



Electrical Code Journeyman Module Program - In-Person Classes

These courses are for everyone seeking licensure in Massachusetts in the Electrical Code Journeyman Module Program. Requirement: High school diploma or equivalency.

Whether you have recently graduated from a Vocational/Technical School with a concentration in Electrical Code studies, or you are looking to launch your career in the field, Keefe at Night offers exam preparation courses in the Massachusetts Module Program.

Through Keefe at Night, you can complete your Journeyman classroom instruction requirements. Each of the 8 modules consists of 75-hour classes which meets the requirements set forth by the Massachusetts State Board of Electrical Examiners as a part of the 600-hour requirement to sit for the Journeyman's Exam. Students will be using their own 2020 National Electrical Code Book, and must complete assigned exams to receive certified hours, as required. Study aids are available to students including 17 DVDs covering all the NEC and practice exams to assist students in completing the education necessary to pass their electrical exams. All classes start promptly on time in order to ensure state policy compliance.

We strongly recommend that you visit the MA Board of State Examiners of Electricians website for comprehensive information on how to become a Massachusetts Electrical Code Journeyman:

<https://www.mass.gov/orgs/board-of-state-examiners-of-electricians>

Electrical Code - Journeyman, Module 1 - In Person Saturday Class

In this class you will cover: Jobsite and electrical safety, introduction to National Electrical Code and process, DC/Alarm Theory and Basic Math. This is a Saturday class. There will be a ½ hour break for lunch.

ELECTRICMOD1-SPRING2022 \$519.00
3/12/2022-06/04/2022 Days:Sa
8:00 AM -2:30 PM Sessions: 13
Richard Packer
Keefe Tech, Ground Floor, Electrical Related Room



Electrical Code - Journeyman, Module 3 - In Person

This class will cover National Electrical Code application of DC Theory, Massachusetts Electrical Code and Amendments (527 CMR 12.00) and wiring methods.

ELECTRICMOD3-SPRING2022 \$519.00
03/09/2022-05/23/2022 Days:MW
6:00 PM -10:00 PM Sessions: 20
Richard Packer
Keefe Tech, Ground Floor, Electrical Related Room

Electrical Code - Journeyman, Module 5 - In Person

This class will cover OSHA Electrical Safety and PPE, Power Quality, Equipment and Lighting, Grounding and Bonding including Mass Code Amendments.

ELECTRICMOD5-SPRING2022 \$519.00
03/08/2022-05/24/2022 Days:TTh
6:00 PM -10:00 PM Sessions: 20
David Hatton
Room 219

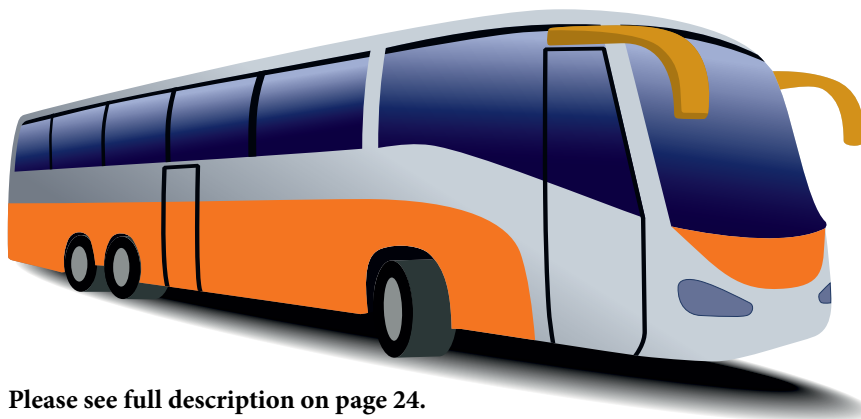
**Full course descriptions are available
online at [keefeatnight.org](https://www.keefeatnight.org)**

New York Broadway Trip Saturday May 14, 2022

Due to the confined settings of buses, travelers must:

- Show proof of full vaccination.
- Wear a mask at all times while on the bus.

TRIPS02-Spring2022 \$89.00
5/14/2022-5/14/2022 Days: Sa
7:30 AM -11:00 PM Sessions: 1
Bus Trip Board &
Return to Keefe Tech



Please see full description on page 24.

COMPUTERS: TECHNOLOGY AND APPLICATIONS - LIVE/VIRTUAL CLASSES



Login instructions for these courses will be sent to you by email in advance of class.

Design Your Own Website - Live/Virtual Class

Design a WordPress website and start your online journey. This class is a beginner class, designed for people with no WordPress experience and no coding knowledge. The instructor will share the most practical knowledge and you will learn how to quickly set up a simple WordPress website. **Instructor: Fan Stanbrough.**

COWP3-Spring2022	\$59.00
5/2/2022-5/9/2022	Days: M
7:00 PM - 9:00 PM	Sessions: 2

Microsoft Excel Pivot Tables - Live/Virtual Class

Spreadsheet skills are essential in today's workplace. But merely compiling all your data into a spreadsheet is one thing; making sense of it is another. Pivot tables allow you to arrange information quickly and efficiently so you can examine it from various perspectives. **Students must have access to Excel 2013 or later versions to be able to attend this class.**

Prerequisite: Basic MS Excel skills. **Instructor: Ray Pourali.**

COMS201-Spring2022Sect1	\$49.00
4/27/2022-4/27/2022	Days: W
6:00 PM - 9:00 PM	Sessions: 1

COMS201-Spring2022Sect2	\$49.00
5/26/2022-5/26/2022	Days: Th
6:00 PM - 9:00 PM	Sessions: 1

FINANCE & RETIREMENT PLANNING - IN PERSON

Transitioning Into Retirement - Beyond Finances - In Person

This course explores areas beyond finances such as: life stages of work and retirement; the importance of short- and long-term goal setting; part-time jobs for retirees; how to rebuild your social network and retirement success stories. This is not a 'Finance' Class - but a blueprint for a happy and fulfilling retirement! **Instructor: Herbert Fuchs.**

RETIREPLAN1-Spring2022	\$39.00
3/29/2022-3/29/2022	Days: T
6:00 PM - 9:00 PM	Sessions: 1

Keefe Tech, First Floor, Room 208

Divorce Workshop - Navigating the Process and Financial Considerations - In Person

Concerned about how to navigate the divorce process, the court system, the negotiations with your spouse, telling your children? Not sure where to begin or how to get more information? In this 3-hour course, you will learn about the landscape of divorce in Massachusetts and how you can initiate the divorce process. **Instructor: Halee Burg.**

FN09-Spring2022	\$49.00
6/1/2022-6/8/2022	Days: W
6:00 PM - 7:30 PM	Sessions: 2

Keefe Tech, First Floor, Room 204

How to Get Debt Free - In Person

This workshop will show you how to eliminate credit card debt in 1-3 years, and your 30-year mortgage in only another 3 to 4. Learn a simple guaranteed system to eliminate all debt within your current income. Bring a list of debts along with minimum monthly payments and a calculator. An optional textbook will be available for purchase for \$49.00 at the end of the workshop. **Instructor: Timothy Schnelle**

FN13-Spring2022	\$39.00
4/27/2022-4/27/2022	Days: W
6:00 PM - 9:00 PM	Sessions: 1

Keefe Tech, First Floor, Room 203

Social Security: Your Questions Answered - In Person

In this class you will learn ways to maximize Social Security benefits for individuals and couples based on age, life expectancy, employment and need. **Instructor: Alex Winkelmann.**

FINRET1-Spring2022	\$19.00
3/9/2022-3/9/2022	Days: W
6:00 PM - 8:30 PM	Sessions: 1

Keefe Tech, First Floor, Room 208

What Happens After the Paychecks Stop? - In Person

Are you nearing retirement or are between the ages of 50-70? Then this class is for you. Examine how to budget for retirement expenses, potential sources of retirement income and potential risks such as long-term care and health care costs. **Instructor: Alex Winkelmann.**

FINRET2-Spring2022	\$19.00
3/15/2022-3/15/2022	Days: T
6:00 PM - 8:30 PM	Sessions: 1

Keefe Tech, First Floor, Room 204

Wills, Trusts, and Estate Planning: Protecting What Matters Most - In Person

During the course, students will learn the fundamentals of Estate Planning and the tools required to keep families out of court and conflict. **Instructor: Erica Endyke.**

FINRET3-Spring2022A	\$19.00
3/9/2022-3/9/2022	Days: W
7:00 PM - 8:30 PM	Sessions: 1

Keefe Tech, First Floor, Room 204

FINRET3-Spring2022B	\$19.00
6/7/2022-6/7/2022	Days: T
6:30 PM - 8:00 PM	Sessions: 1

Keefe Tech, First Floor, Room 204



FINANCE & RETIREMENT PLANNING - LIVE/VIRTUAL CLASSES

Login instructions for these courses will be sent to you by email in advance of class.

Broaden Your Knowledge of Investing - Live/Virtual Class

In this class you will learn about: Rules of investment, strategy development, how to choose quality investments, diversifying your portfolio, investing for the long term, and focus on what you can control. **Instructor: Alex Winkelmann.**

FNINV1-Spring2022 \$19.00
4/5/2022-4/5/2022 Days: T
6:00 PM - 8:30 PM Sessions: 1

Health Care and Your Retirement - Live/Virtual Class

Join Alex Winkelmann and Medicare Broker, Kevin McCoy for this introduction of Medicare coverage and costs, long-term care costs, available options for supplemental health care, and long-term care insurance.

Instructors: Alex Winkelmann & Kevin McCoy

FINRET4-Spring2022 \$19.00
4/12/2022-4/12/2022 Days: T
6:00 PM - 8:30 PM Sessions: 1

Retirement Plan - Leave It, Roll It, Take It - Live/Virtual Class

"Leave It, Move It, Roll It, Take It" is a seminar designed to help folks learn how to handle their 401(k), pension or other employer-sponsored retirement plan when they leave a job. **Instructor: Alex Winkelmann.**

FINRET6-Spring2022 \$19.00
3/29/2022-3/29/2022 Days: T
6:00 PM - 8:30 PM Sessions: 1

FREE - Understanding and Using Your VA Home Loan Benefits - Live/Virtual Class

In this class we will discuss and review the benefits of the VA guaranteed home loan. You will learn how to purchase a home with no down payment, as well as how to refinance your current home mortgage. **Instructor: Michael Shain.**

FN301-Spring2022 Free
4/13/2022-4/13/2022 Days: W
6:30 PM - 7:30 PM Sessions: 1

We look forward to seeing you in Spring!

FITNESS/DANCE - IN PERSON

Belly Dancing with Jemileh - All Levels - In Person

This class is suitable for dancers of all levels. It is an introduction to the rich repertoire of moves and combinations that make up this beautiful art form. Classes will also include drills to help build strong muscle control as well as techniques to increase flexibility and grace. No Class: 4/18 & 5/30.

Instructor: Jemileh (Jaqui Martin).

FTBELLYD1-Spring2022 \$139.00
3/14/2022-6/13/2022 Days: M
7:00 PM - 8:00 PM Sessions: 12
Keefe Tech, First Floor, Gymnasium

Watercize with Chris Masiello - In Person

Both swimmers and non-swimmers can exercise and get in shape in the pool. You'll feel stronger, gain flexibility and increase muscle strength. This low-impact workout is easy on your joints but can be a better workout than floor aerobics. Important: **While masks are not required when students are in the water, they must be worn in the changing rooms and on the deck. Social distancing is required before entering the water.** No Class: 4/18 & 4/20

FTWATERS07-Spring2022 \$159.00
3/7/2022-4/27/2022 Days: MW
7:00 PM - 8:00 PM Sessions: 14
Keefe Tech, Ground Floor, Pool

YOGALATES at Ashland VFW - Registration for Walk-In Classes Available by Phone

Registration for walk-in classes is available by phone. 508-416-2170.

YOGALATES with Karen Fishman is BACK!! Join Karen for her signature 30/30 class, great for all levels! You can sign up for 6 sessions for \$99, or for one session for \$18. (Please call us for one session registrations.) This popular class will help you build strength, improve posture, and tone your whole body. Class ends with guided meditation. You'll feel relaxed, refreshed and happy when you leave! Bring a yoga mat, blocks (if needed), a yoga strap or towel and water. Please contact Karen directly for information on safety protocols at: kang313313@gmail.com. No class: 4/21 & 4/28.

YOGALATES-Spring2022Sect2 \$99.00
3/17/2022-5/5/2022 Days: Th
6:30 PM - 7:30 PM Sessions: 6
Ashland VFW, 311 Pleasant Street, Ashland

Full course descriptions can be found online at Keefeatnight.org.

FITNESS/DANCE - IN PERSON

Bootcamp with Jo-Ellen McCarrick - In Person at Keefe Tech

Fun-filled exercise for all abilities. Expect to work hard within your limits. This co-ed class will be held both indoors and outdoors and will include a variety of individual and team activities. Classes will include strength, agility, balance activities, cardio drills, relay races and obstacle courses. Great class for weight loss, building strength and improving heart health. Participants should bring a set of dumbbells suited to their ability level, a mat or towel and bottled water. Resistance tubes for legs and arms are also suggested but not required. No class: 4/19, 5/17, 5/31 & 6/14.

FITNESSBC1-Spring2022

3/22/2022-7/05/2022

6:00 PM - 7:00 PM

Keefe Tech, First Floor, Stage in Auditorium

\$119.00

Days: T

Sessions: 12

Gentle Stretch With Jo-Ellen McCarrick - All Levels - In Person at Keefe

Suitable for all levels. This class will help to improve flexibility, alleviate back pain, reduce muscle tension, promote relaxation and relieve stress. The class begins with a cardio-based warm up that includes dynamic movements and active stretches. Next, students will perform a series of slow head-to-toe relaxing stretches that draw from dance, yoga, therapeutic conditioning and traditional exercise. Floor work required. Participants should bring a mat or towel and water. No class: 4/19, 5/17, 5/31 & 6/14.

FITNESSGS2-Spring2022

3/22/2022-7/05/2022

7:15 PM - 8:15 PM

Keefe Tech, First Floor, Stage in Auditorium

\$119.00

Days: T

Sessions: 12



Please visit our website to view Jo-Ellen's Live/Virtual Classes:

Bodytoning with Jo-Ellen McCarrick

Cardio Mix with Jo-Ellen McCarrick

Cardio Blast with Jo-Ellen McCarrick

Gentle Stretch with Jo-Ellen McCarrick

FOOD SERVICES - SERVSAFE CERTIFICATION - HYBRID FORMAT



ServSafe Manager Training/Certification Testing- Hybrid Format

This class will be conducted in a hybrid format. The Tuesday class will be taught in a virtual, interactive format. The Thursday testing session will be held in person at Keefe Tech. This National Restaurant Association food and beverage safety training course is appropriate for food-service management staff working in health care, schools, restaurants and all food service establishments. Your paper-based certification exam will be conducted in the last hour of the program. Although not required, participants may opt to purchase the *ServSafe*

Manager Book, 7th Edition directly from ServSafe National Restaurant Association. Please go to this link: <https://www.servsafe.com/access/SS/Catalog/ProductDetail/ES7> to place your order. A Zoom link for your Tuesday virtual session will be sent to you by email in advance of class. **Instructor: Lynn Petrowski.**

SSCERT01-Spring2022

3/15/2022 - 3/16/2022

5:00 PM - 8:00 PM

Keefe Tech, First Floor, Room 208

\$169.00

Days: TW

Sessions: 2

HEALTH & WELLNESS - IN PERSON

Please see Reiki Levels 1 & 2 and Review in Careers Section.

A Guide to Relaxation and Stress Reduction - In Person

Enjoy a Guided Relaxation and Stress Reduction session, while learning a little about meditation. What is meditation? Why is it beneficial? How does it help reduce stress? Enjoy a peaceful evening and come away not only feeling very relaxed, but with some new tools in your personal tool box to help you deal with stress. **Instructor: Elizabeth Meyer.**

HEALTHW8-Spring2022

4/13/2022 - 4/13/2022

7:00 PM - 8:30 PM

Keefe Tech, Second Floor, Room 317

\$29.00

Days: W

Sessions: 1

A Personal Path to Success - In Person

Clarify your soul's deepest calling into an intention that can guide your creativity and growth this spring. In this 90-minute workshop, you will clarify your intention for yourself, create a powerful and energizing symbol of your intention that will help to focus your thoughts and guide your actions, and make a road map to your success. **Instructor: Elizabeth Meyer.**

HEALTHW7-Spring2022

3/16/2022-3/16/2022

7:00 PM - 8:30 PM

Keefe Tech, Second Floor, Room 317

\$29.00

Days: W

Sessions: 1

General info can be found on page 26.

HEALTH & WELLNESS - IN PERSON



Meditation and Mindfulness - In Person

Students will learn the basics of meditation, which include breathing techniques, body position, body awareness, and a routine that fits their lives. They will explore ways meditation and mindfulness can become a daily habit, even on the busiest of days. No class: 4/18. **Instructor: Michael Carr.**

HEALTHW6-Spring2022 \$119.00
3/14/2022-5/23/2022 Days: M
7:00 PM - 8:00 PM Sessions: 10
Keefe Tech, First Floor, Stage in Auditorium

Qi Gong - Self Healing - In Person

Qi Gong is a system of gentle exercises used to increase health, vitality, and to overcome disease. The eight movements are designed to tune up all organ systems, to build a healthier body, and to help prevent disease. It is easy to learn and easy to practice, and there is no need for any special equipment. **Instructor: Joseph Foley.**

QIGONG1-Spring2022 \$39.00
5/11/2022-5/11/2022 Days: W
7:00 PM - 9:00 PM Sessions: 1
Keefe Tech, First Floor, Room 215

Qi Gong for Arthritis - In Person

Also called "Chinese Yoga," this therapeutic form of Qi Gong incorporates whole body movement, stretching, and correct breathing to help you improve your energy (Qi), immune system, and may assist in healing various ailments. Qi Gong may help prevent arthritis from getting worse and promote circulation for healing. It is a tool for self-healing that can be used throughout your life. It is useful for people of all ages, especially senior citizens. **Instructor: Joseph Foley.**

QIGONG3-Spring2022 \$39.00
4/13/2022-4/13/2022 Days: W
7:00 PM - 9:00 PM Sessions: 1
Keefe Tech, First Floor, Room 215

Qi Gong For Immune Health - In Person

Qi Gong is a system of gentle exercises used for thousands of years to overcome disease, increase health and vitality. This is a form of Qi Gong that combines specific sounds with simple arm movements and visualization to strengthen the internal organs and strengthen the immune system. The goal of the exercises is to harmonize the body and mind through deep breathing, whole body movement, and stretching. **Instructor: Joseph Foley.**

QIGONG2-Spring2022 \$39.00
3/9/2022-3/9/2022 Days: W
7:00 PM - 9:00 PM Sessions: 1
Keefe Tech, First Floor, Room 217

Tap Away Your Stress Workshop - In Person

Harness the healing power of the Emotional Freedom Technique (EFT) to conquer stress, anxiety, and fear. EFT is a drug- and pain-free, non-invasive method that provides emotional renewal quickly and safely, without side effects! It involves tapping your body's pressure points to alleviate stress. Experience emotional freedom using your own fingertips and discover how your life can be changed for the better.

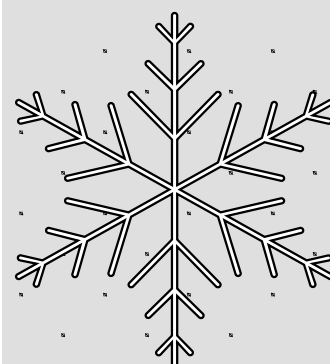
Instructor: Holli Bassin.

HEALTHW3-Spring2022 \$29.00
3/29/2022-3/29/2022 Days: T
6:00 PM - 8:00 PM Sessions: 1
Keefe Tech, First Floor, Room 207

What is it About Wheat and Gluten? - In Person

In this class, we will discuss what gluten is, the benefits of a gluten free diet, why the term 'gluten free' has been popping up everywhere these days, how you can reduce it and eventually avoid it in your own diet. We'll also talk about gluten free labels, flours, food swaps and why grain free is another option. This workshop will help you feel encouraged to think positively and proactively about your health so you can take ownership of your life. **Instructor: Holli Bassin.**

HEALTHW4-Spring2022 \$19.00
3/15/2022-3/15/2022 Days: T
6:30 PM - 8:00 PM Sessions: 1
Keefe Tech, First Floor, Room 207



Inclement Weather Cancellations

Information will be posted on our website and our Facebook page. You can also call 508-416-2170 for a recorded message.

Training for Careers in Medical and Allied Health at Keefe at Night

In-Person Classes



Phlebotomy Technician Certification Training

This program includes 90 classroom hours and up to 120 hours of hands-on clinical training. Students successfully completing the program are eligible to sit for the Healthcareer Association Phlebotomy Technician Certification Exam.

April 4 - June 22, 2022
Tuition \$1,979



Clinical Medical Assistant Certification Training

This program includes 140 classroom hours and 160 hours of hands-on clinical training. Students successfully completing this program are eligible to sit for the Healthcareer Association Clinical Medical Assistant Certification Exam.

March 8 - June 21, 2022
Tuition \$2,749



Pharmacy Technician Certification Training

This course offers 50 hours of classroom study. Upon successful completion, students are eligible to sit for the Pharmacy Technician Certification Board (PTCB) Exam.

This program does not include an externship option.

April 4 - June 1, 2022
Tuition \$1,099

Certified Nurse Assistant Training



This training program - approved by the Massachusetts Department of Public Health - is designed to prepare students for a career as professional health care providers. Fifty-nine hours of classroom study will prepare students for 21 hours of supervised clinical rotation. Upon successful completion of the course, students will be eligible to apply for State Certification through the MA State-approved testing organization, Prometric.

March 8 - May 19, 2022
Tuition \$1,159

Emergency Medical Technician - EMT Certification Training



This class is taught by Metro-West EMS Educators, which is accredited by the Massachusetts Office of Emergency Services. Upon successful completion of this 160-hour course, students will be able to take the practical and written certification exams to become certified in the Commonwealth of Massachusetts and nationally. This course includes AHA Healthcare Provider CPR.

March 7 - June 11, 2022
Tuition \$1,169



HEALTH & WELLNESS - PET HEALTH - HYBRID FORMAT

Pet First Aid and CPR for Cats and Dogs Certification - Hybrid Format

We all love our pets and want to keep them happy and healthy. It's important to prepare for the unexpected emergency or accident. This class will give you the tools to be ready in case of an emergency. A class information packet will be sent to your mailing address. **Please note:** This is a hybrid class. You will meet over Zoom for the first session. The next day your hands-on class will be conducted in person. Login information for the first virtual session will be sent to you by email in advance of class. **Registration deadline:** 1 week before the start of class. **Instructor:** Laura McCallion.

HEALTHWPETS-Spring2022Sect1
3/9/2022-3/10/2022
6:00 PM - 9:00 PM
Keefe Tech, First Floor, Room 215

\$75.00
Days: W/Th
Sessions: 2

HEALTHWPETS-Spring2022Sect2
4/25/2022-4/26/2022
6:00 PM - 9:00 PM
Keefe Tech, First Floor, Room 215

\$75.00
Days: M/T
Sessions: 2

HOBBIES AND SPORTS - IN PERSON

Beginners' Bridge - In Person

If you are looking for something entertaining and different to do with friends and family, then come and learn the wonderful and challenging game of Bridge. After completing this 8-class course, you will be able to play Contract Bridge with novice and expert alike. **Instructor:** Tony Keats.

HOBBY2-Spring2022
4/26/2022-6/14/2022
6:30 PM - 9:00 PM
Keefe Tech, Second Floor, Room 307

\$139.00
Days: T
Sessions: 8

Bridge for the Advancing Bridge Player - In Person

This course is designed for people with some bidding and playing experience who want to improve their game. It will begin with a review of basic bidding from straight forward non-competitive auctions to competitive bidding. Some of the discussion will be expanded to include more advanced bidding methods. **Instructor:** Tony Keats.

HOBBY1-Spring2022
4/28/2022-6/16/2022
6:30 PM - 9:00 PM
Keefe Tech, Second Floor, Room 309

\$139.00
Days: Th
Session: 8

Intro to the Sport of Fly Fishing - In Person

Join Sheila Hassan and Captain Bill Hassan for this introductory fly-fishing class. This indoor session will cover the basics of how to get started in fly-fishing. You will learn about the equipment, including rods, reels, lines, waders and other gear; learn the differences between fresh and saltwater fly-fishing; basic knot tying; fly selection; fishing conservation; as well as beginning fly-casting with an indoor practice rod. Use of equipment and handouts are included in the cost of tuition.

SP03-Spring2022
3/21/2022-3/21/2022
7:00 PM - 9:00 PM
Keefe Tech, First Floor, Room 222

\$49.00
Days: M
Sessions: 1

HOME & GARDEN - IN PERSON

How to Organize Your Kitchen So It Looks and Feels Amazing - In Person

Messy kitchen, cluttered counters, overloaded fridge? The kitchen is one of the most challenging rooms to organize, but also the most important. If you are up to the challenge, Ann can help get that kitchen organized. **Instructor:** Ann Jewell.

HGORG5-Spring2022
4/27/2022-4/27/2022
6:30 PM - 8:30 PM
Keefe Tech, First Floor, Room 208

\$29.00
Days: W
Sessions: 1



HOME AND GARDEN - LIVE/VIRTUAL CLASSES

Login instructions for these courses will be sent to you by email in advance of class.

Sustainability and Indoor Composting - Live/Virtual Class

You can build a compost system by up-cycling everyday items from your home. Learn how to harvest compost, and how to make compost 'tea'. Your plants will love you, the trees will love you, and our planet will thank you for taking a green initiative. **Important:** Composting kits must be purchased separately Please visit enviropal.org to order your kit. **Instructor:** Ray Pourali.

HGLS09-Spring2022Sect1
3/30/2022-3/30/2022
6:00 PM - 9:00 PM

\$29.00
Days: W
Sessions: 1

HGLS09-Spring2022Sect2
4/28/2022-4/28/2022
6:00 PM - 9:00 PM

\$29.00
Days: Th
Sessions: 1

General info can be found on page 26.

Massachusetts Real Estate Salesperson Training

This class is your first step to becoming a licensed real estate salesperson! Completion of this course will qualify students to sit for the Massachusetts Real Estate Salesperson's Exam.

This course is taught by professionals from Framingham-based Key Realty Services University, an approved, fully licensed and credentialed Massachusetts Real Estate School. The course is taught in both lecture and interactive format. At the completion of the program students will receive a certification booklet, which allows them to take the state examination. If you score 70% or better on your exam, you will receive your license that day!

Textbook Requirements: Textbooks must be purchased in advance of class:
Massachusetts Real Estate Practice & Law 11th Edition and Modern Real Estate Practice 20th Edition Set

The set is available at a discounted rate at the Dearborn Real Estate Education website. **Please see online description for store link.**

Important: If you already hold a Real Estate License, this Pre-Licensing course is not for you.



REALESTATE1-Spring2022
4/4/22 - 6/1/22
6:00 PM - 9:00 PM
Keefe Tech Room 220

\$369.00
Days: MW
Sessions:15

Construction Supervisor Unrestricted License Exam Preparation Course In-Person Classes



Registration Deadline: Tuesday, March 1. Space is limited. Only a person licensed by the Massachusetts Board of Building Regulations and Standards may supervise the construction and renovation of all one and two family dwellings and all buildings containing less than 35,000 cubic feet of enclosed space. This course will help you prepare for your Massachusetts Construction Supervisor Unrestricted License Exam. This class requires students to devote a significant amount of time familiarizing themselves with the building code materials and methods of preparation for the exam. Through this learning method, you will be able to retain the system's process in order to find the answers to the test questions that will be presented. A score of 70% is required to successfully pass the state exam. It is recommended that you are pre-approved by the state testing agency prior to the class. However, this is not a requirement. In addition to class time, you will be expected to work on practice exams and to read the materials 6-8 hours per week.

Pre-Requisite to take the State Exam: Three years of documentable construction experience.

All Textbooks and Study Materials (\$450 value) are included in the Course Fee:

2015 International Building Code
2015 International Residential Code
2015 International Energy Conservation Code
Massachusetts Amendments for the IBC
Massachusetts Amendments for the IRC
Massachusetts A.A.B. Regulations
29 CFR OSHA 1926 Construction Standard
Classroom study supplies are also included

CONSTRUCTLIC-Spring2022
3/08/2022-04/12/2022
6:00 PM - 9:00 PM
Mike Giampietro
Keefe Tech, First Floor, Room 201

\$850
Days: T
Sessions: 6

If the class schedule does not work for you, please see our listing for our self-paced online course.

LANGUAGE ARTS - ADULT - IN PERSON

American Sign Language - Beginner - In Person

In this class, you will learn the basics of American Sign Language. You will gain experience and a foundation for basic sign language conversation skills. We will also learn about deaf environment and culture. The class is very interactive. No Class: 4/20. **Instructor: Kathleen Romeo.**

LA18-Spring2022 \$149.00
3/9/2022-6/1/2022 Days: W
6:00 PM - 7:30 PM Sessions: 12
Keefe Tech, Second Floor, Room 313

American Sign Language II - Intermediate - In Person

This class is a continuation of the basic American Sign Language course. Some beginner students fall in love with the language and want to increase their expertise with more advanced lessons, using sentences they have learned. In this class students should expect to work on conversation skills. No Class: 4/19. **Instructor: Kathleen Romeo.**

LA19-Spring2022 \$149.00
3/8/2022-5/31/2022 Days: T
6:00 PM - 7:30 PM Sessions: 12
Keefe Tech, Second Floor, Room 313

Brazilian Portuguese I - Beginner - In Person

This course in Brazilian Portuguese is designed for beginners who are just starting to study the language. Students will learn basic grammatical structures, and practice everyday language in situational contexts like greetings, shopping, dining out, giving directions, and traveling in Brazil. **Required Textbook** to be purchased by students in advance of class: *Living Language Brazilian Portuguese, Complete Edition* by Living Language and Dulce Marcello. ISBN-13: 978-0307972088. Come Join us. No class: 4/18. **Instructor: Eliane Vaz Louison.**

LAPORTUGUESE2-Spring2022 \$159.00
3/7/2022-5/23/2022 Days: M
6:30 PM - 9:00 PM Sessions: 11
Keefe Tech, First Floor, Room 202

Brazilian Portuguese II - Intermediate - In Person

Students will develop conversation skills as they relate to cultural traditions and current events, all while having fun. Participants will also learn to assimilate new concepts of the language, new vocabulary, grammar and verbs. Some material from the beginner class will be reviewed. **Required Textbook** to be purchased by students in advance of class: *Living Language Brazilian Portuguese, Complete Edition* by Living Language and Dulce Marcello. ISBN-13: 978-0307972088. Come Join us. No class: 4/20. **Instructor: Eliane Vaz Louison.**

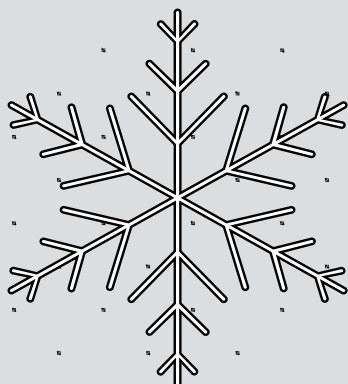
LAPORTUGUESE1-Spring2022 \$159.00
3/9/2022-5/25/2022 Days: W
6:30 PM - 9:00 PM Sessions: 11
Keefe Tech, First Floor, Room 202

French Beginner 2 - In Person

This course is for those students who have completed Beginning French 1 or who have equivalent experience. We will continue to expand on vocabulary, and learn irregular verbs and their conjugation. Students will engage in dialogue and create stories. By the end of this course, students will have become more comfortable speaking, writing and listening to French. **Required Textbook** to be purchased in advance of class: *Ultimate French Beginner-Intermediate (Coursebook) (Ultimate Beginner-Intermediate) Revised and Updated ed. Edition* - https://www.amazon.com/dp/1400009634/ref=rdr_ext_tmbs
No class 4/19. **Instructor: Anna Gvirstman.**

LAFRENCH2-Spring2022 \$119.00
3/8/2022-5/24/2022 Days: T
7:00 PM - 8:30 PM Sessions: 11
Keefe Tech, First Floor, Room 205

Full course descriptions can be found
online at Keefeatnight.org.



Inclement Weather Cancellations
Information will be posted
on our website
and our Facebook page.
You can also call
508-416-2170 for a recorded message.

LANGUAGE ARTS - ADULT - LIVE/VIRTUAL CLASSES



Login instructions for these courses will be sent to you by email in advance of class.

French - Intermediate - Live /Virtual Class

In this class students will speak French, listen to French songs, read stories and play games using new vocabulary from the stories. Students will also create stories in each class. They will learn about some aspects of the cultures of French speaking countries, and Francophone literature. This is a fun class! Online access to textbook: Voces Digital. Notre Histoire 2 will be available to registrants. No class: 3/17, 4/14, 4/21, 5/19. **Instructor: Anna Gvirtsman.**

LAFRENCH3-Spring2022 \$149.00
3/10/2022-6/9/2022 Days: Th
7:00 PM - 8:30 PM Sessions: 10

Russian Beginner 2 - Live/Virtual Class

This course is for students who have finished Beginning Russian 1 or its equivalent. Students should know basic pronunciation and vocabulary. Students will continue to learn vocabulary; grammar and customs. They will converse in Russian in breakout rooms, participate in listening activities and read short stories. By the end of the course students will be able to read some Russian, hold a simple conversation and know about some aspects of Russian cultures and traditions. **Required Textbook** to be purchased in advance of class: *Anna S. Kudyma. Beginner's Russian with Interactive Online Workbook*. Please see purchase link below: <https://www.amazon.com/Beginners-Russian-Interactive-Online-Workbook/dp/0781812518/r ef2?dchild=1&keywords=Beginner%27s+Russian&qid=1592928715&sr=8-2>. No class: 4/11. **Instructor: Anna Gvirtsman.**

LARUSSIAN2-Spring2022 \$109.00
3/7/2022-5/23/2022 Days: M
6:00 PM - 7:30 PM Sessions: 11

Spanish-Basic - Live/Virtual

This course is for students with no previous knowledge of the Spanish Language. We will cover, the alphabet, pronunciation, greetings and farewells, numbers, how to tell time, colors, clothing, body parts and calendars. In addition, you will learn basic Spanish grammar. By the end of the twelve-week course, students should be able to express feelings, likes and dislikes, describe themselves as well as others, and maintain very simple, short conversations. **Workbook** will be sent to students before the first day of class. No class: 4/19. **Instructor: Elba Fernandez.**

LASPANISH1-Spring2022 \$139.00
3/8/2022-5/31/2022 Days: T
6:00 PM - 7:00 PM Sessions: 12

Spanish - Beginner 1A - Live/Virtual Class

This class is for students with knowledge of basic Spanish. We will continue with more grammatical concepts and structures. Conjugations of some useful regular and irregular verbs in their present tense are introduced, along with short readings, comprehension, and conversation. **Workbook** will be sent to students by mail before the first day of class. No class: 4/19. **Instructor: Elba Fernandez.**

LASPANISH06-Spring2022 \$139.00
3/8/2022-5/31/2022 Days: T
7:30 PM - 8:30 PM Sessions: 12

Spanish - Conversation and Comprehension - Intermediate Level 1A - Live/Virtual

If you have taken Spanish classes before, and feel comfortable expressing yourself in class, then this course is for you. Each week, you will read short stories, look at different pictures and comment on them, and discuss the materials you have read. **Workbook** will be sent to students before the first day of class. No class: 4/20. **Instructor: Elba Fernandez.**

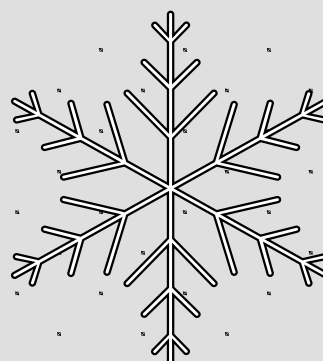
LASPANISH07-Spring2022 \$139.00
3/9/2022-6/1/2022 Days: W
7:30 PM - 8:30 PM Sessions: 12

Spanish - 100 Most Used Verbs - Intermediate Level 1 - Live/Virtual Class

This class is for students who are familiar with present tense verb conjugations of at least several verbs. In the class, we will cover the 100 most used Spanish verbs. During the twelve weeks of classes, you will learn and practice irregular and regular verbs conjugations by filling in the blanks in sentences, as well as reading short stories, and creating your own sentences. **Workbook** will be sent to students before the first day of class. No class: 4/20. **Instructor: Elba Fernandez.**

LASPANISH7-Spring2022 \$139.00
3/9/2022-6/1/2022 Days: W
6:00 PM - 7:00 PM Sessions: 12

Full course descriptions can be found online at Keefeatnight.org.



Inclement Weather Cancellations

Information will be posted on our website and our Facebook page. You can also call 508-416-2170 for a recorded message.



LANGUAGE ARTS - CHILDREN - LIVE/VIRTUAL CLASSES

Spanish - Elementary Spanish for Children - Live/Virtual Class

In this class children will learn Spanish while having fun through songs, projects and games in a relaxed atmosphere. Students will learn the alphabet and basic vocabulary, phonetics, colors, numbers, greetings and farewells, seasons, the weather and much more. Tuition includes the cost of materials. No class: 4/19 & 4/21. **Instructor: Hilda Quinones.**

AGES 6-9
SPANISHCH1-Spring2022
 3/8/2022-5/31/2022
 5:30 PM - 6:30 PM

\$139.00
 Days: T
 Sessions: 12

AGES 10-12
SPANISHCH2-Spring2022
 3/10/2022-6/2/2022
 5:30 PM - 6:30 PM

\$139.00
 Days: Th
 Sessions: 12

MEDICAL & ALLIED HEALTH TRAINING - IN PERSON & HYBRID COURSES

Adult and Pediatric First Aid/CPR/AED Certification - In Person

This Red Cross course incorporates the latest science and teaches students to recognize and care for a variety of first aid emergencies such as burns, cuts, scrapes, sudden illnesses, head, neck, back injuries, heat and cold emergencies and how to respond to breathing and cardiac emergencies for victims of all ages. **Instructor: Greater Boston Safety Training Staff.**

MEFACPR1Spring2022 \$109.00
 4/6/2022-4/6/2022 Days: W
 5:00 PM - 9:00 PM Sessions: 1
 Keefe Tech, First Floor, Room 215

Advanced Cardiovascular Life Support (ACLS) Certification - In Person

In this course you will be trained in the American Heart Association (AHA) approved standard. Certification verifies that a person is qualified to perform ACLS. **Instructor: Greater Boston Safety Training Staff.**

MEACLS1-Spring2022 \$300.00
 3/26/2022-3/26/2022 Days: Sa
 9:00 AM - 5:00 PM Sessions: 1
 Keefe Tech, First Floor, Room 215

Basic Life Support Certification - In Person

The 2021 Basic Life Support (BLS) course provides healthcare providers and public safety professionals with the knowledge and skills necessary to respond to breathing and cardiac emergencies in adult, child and infant patients. Consistent with the American Red Cross Focused Updates and Guidelines 2020, BLS is the foundational CPR/AED program typically required for healthcare providers and public safety professionals. **Instructor: Greater Boston Safety Training Staff.**

MELIFES1-Spring2022 \$109.00
 5/4/2022-5/4/2022 Days: W
 5:00 PM - 9:30 PM Sessions: 1
 Keefe Tech, First Floor, Stage in Auditorium

Certified Nurse Assistant, CNA Program - In Person

This training program - approved by the Massachusetts Department of Public Health - is designed to prepare students for a career as a professional healthcare provider. This is a 79-hour classroom and supervised clinical rotation program. Upon successful completion of the course, students will be eligible to apply for State Certification through the State's newly-approved testing organization - Prometric. Textbooks and other materials are included in the cost of tuition. Students will be responsible for their exam fees. **In order to be accepted into the program, students must take a basic test and submit various pieces of documentation. Application deadline: February 25.** Please view the requirements in our online class description. The full class schedule is also available online. **Instructor: Debbie Eichhorst.**

MECNA1-Spring2022 \$1,159.00
 3/8/2022-5/19/2022 Days: TTh
 4:00 PM - 8:00 PM
 (Times Vary in April and May) Sessions: 17
 Keefe Tech, Second Floor, Room 323

Please sign up early so that we meet our minimum class enrollment.



MEDICAL & ALLIED HEALTH TRAINING - IN PERSON & HYBRID COURSES

Clinical Medical Assistant Training Program - In Person

This program includes 140 hours of classroom lectures and hands-on labs. The class meets on Tuesdays and Thursdays and on 6 Saturdays. A full schedule is posted online. It also includes a 160-hour clinical externship opportunity at a local healthcare provider. Students must meet the healthcare provider's requirements and safety mandates.

In this course students will train on how to assist physicians by performing functions related to the clinical responsibilities of a medical office. Training includes patient preparation for examination and treatment, routine laboratory procedures, diagnostic testing, technical aspects of phlebotomy and the cardiac life cycle. Students will review important topics including pharmacology, the proper use and administration of medications, taking and documenting vital signs, cardiology including proper lead placements, professional workplace behavior, ethics and the legal aspects of healthcare.

Certification: The program meets the necessary requirements to take the NHA Clinical Medical Assistant (CCMA) Exam. An in person testing session will be arranged by CCI.

Requirement to take the exam: High School Diploma or Equivalency. **Students will be responsible for paying the \$155 testing fee.**

Clinical Externship: A 160-hour clinical externship opportunity is included in the program. To be eligible for the externship, students must successfully complete the 140-hour program, pass the NHA exam, submit to a thorough background check, drug screening and meet other requirements.

Materials are included in the cost of tuition. Students paying tuition in full at time of registration will receive a 10% discount. Students on the payment plan will be required to pay 50% of the full tuition at registration and the remaining 50% half way through the 140-hour classroom program. **Instructor: Nicole Williams, CCI.**

MEDCMA1-Spring2022

3/8/2022-6/21/2022

Tuesday and Thursday Hours:

Saturday Hours

Sessions: 34

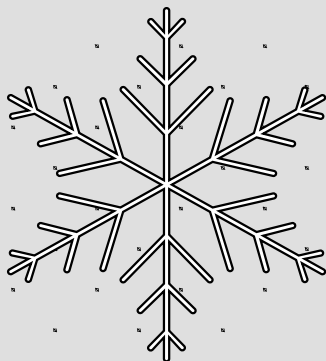
Keefe Tech, Second Floor, Room 325

\$2,749.00

Days: T/Th/S

6:00 PM - 9:30 PM

9:00 AM - 4:30 PM



Inclement Weather Cancellations

Information
will be posted on
our website
and our Facebook page.
You can also call
508-416-2170 for a
recorded message.

Emergency Medical Technician, EMT Certification Training Program - Hybrid Format Self Paced and In Person

This is a hybrid program - online self paced classes & practical hands-on sessions in person. Please see format details in the online description. EMT basics are the foundation of pre-hospital emergency medical care. In this course you will learn how to conduct an initial evaluation, treat and transport patients with medical problems as well as those with injuries from accidents (trauma). You will learn to recognize and provide initial care for shock, heart and breathing problems, strokes, burns, diabetes, drowning and accidents. You will also learn to perform a complete prehospital patient assessment; understand current legal aspects of pre-hospital care; identify and treat common medical emergencies; identify and treat traumatically injured patients; identify and treat special patient populations (ob/gyn, pediatrics, geriatric, environmental emergencies); and identify the properties of approved pharmacological agents. **This program exceeds the National and State Standard Curriculum for EMTs. The course includes AHA Healthcare Provider CPR.** Upon successful completion of this 160-hour course, students will be eligible to take the practical and written certification exams to become certified nationally and in the Commonwealth of Massachusetts.

Prerequisites: Students must be able to lift 125 lbs; possess advanced to fluent English language proficiency, and have strong verbal and communication skills. No Class: 3/19.

Instructors: Metro-West EMS Educators Staff.

MEDEMT1-Spring2022

3/7/2022-6/11/2022

Times: 24/7 for self-paced coursework

Saturday Practical: 9:00 AM - 1:00 PM

Sessions: 11

Keefe Tech, Second Floor, Room 320

\$1,169.00

Days: Self-Paced

Days: Sa

Pediatric Advanced Life Support (PALS) Certification - In Person

The topics covered in a PALS certification course include: Timely recognition of and interventions required to prevent respiratory and cardiac arrest in any pediatric patient; Systematic approach to pediatric assessment by using initial impression; primary and secondary assessments, and diagnostic tests; Priorities and specific interventions for infants and children with respiratory and/or circulatory emergencies; Importance of effective communication and team dynamics, including individual roles and responsibilities, during a pediatric resuscitation; Key elements of post-resuscitation management. Please see the full description online. **Instructor: Greater Boston Safety Training Staff.**

MEPALS1-Spring2022

4/2/2022-4/2/2022

9:00 PM - 5:00 PM

Keefe Tech, First Floor, Room 215

\$325.00

Days: Sa

Sessions: 1

MEDICAL & ALLIED HEALTH TRAINING - IN PERSON & HYBRID COURSES

Pharmacy Technician Training - In Person

This program is a comprehensive 50-hour program that will prepare students to work as a pharmacy technician in a retail or other pharmacy setting, and to take the Pharmacy Technician Certification Board Exam. Course content includes: pharmacy medical terminology, the history of pharmacy, pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions and defining drugs by generic and brand names. Through classroom lecture students will review dosage calculations, drug classifications, the "top 200 drugs," I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parenteral nutrition (TPN), dispensing of prescriptions, inventory control and billing and reimbursement. **Certification:** This program meets the necessary requirements to take the PTCB Exam. **Students will be responsible for scheduling and paying for the exam on their own. Requirement to take exam: High School Diploma or equivalency. Instructor: CCI, Staff.**

MEDPHARM1-Spring2022

4/4/2022-6/1/2022

6:00 PM - 9:30 PM

Keefe Tech, Second Floor, Room 319

\$1,099.00

Days: MW

Sessions: 15



Phlebotomy Technician Training - In Person

This program includes 90 hours of classroom lecture, hands-on labs. The class meets on Mondays and Wednesdays and on four Saturdays. The program prepares professionals to collect blood specimens from clients for the purpose of laboratory analysis. Students will become familiar with all aspects related to blood collection and develop comprehensive skills to perform venipunctures completely and safely. Classroom and lab work includes terminology, anatomy and physiology; blood collection procedures; specimen hands-on practice; and training in skills and techniques to perform puncture methods. **National Certification:** This program meets the necessary requirements to take the National Healthcareer Association Phlebotomy Technician (CPT) Exam. An in person testing session will be arranged by CCI. **Requirement to take the exam: High School Diploma or Equivalency. Students will be responsible for paying the \$155 testing fee.**

Clinical Externship: This program includes an up to 120 hour clinical externship opportunity. To be eligible for the clinical externship, students must successfully complete the 90-hour program, pass the NHA exam, submit to a thorough background check, drug screening and meet other requirements. Materials are included in the cost of tuition. Students paying tuition in full at time of registration will receive a 10% discount. Students on the payment plan will be required to pay 50% of the full tuition at registration and the remaining 50% halfway through the 90-hour classroom program. **Instructor: Lucy Fonseca, CCI.**

MEPHLEBT1-Spring2022

4/4/2022-6/22/2022

Monday and Wednesday Hours:

Saturday Hours:

Sessions: 24

Keefe Tech, Second Floor, Room 314

\$1,979.00

Days: MWSa

6:00 PM - 9:30 PM

9:00 AM - 3:00 PM

PHOTOGRAPHY - IN PERSON

Digital Photography - The Basics - In Person

Learn how to harness the power of your camera's controls in this 4-session class. You will learn what automatic settings to use and which to change, how to brighten and darken images, adjust flash settings, change the color, and focus on what YOU want to! Review your camera manual beforehand and bring it with you along with your camera and fresh batteries. This workshop is suitable for point-and-shoot or beginning SLR camera users. There will be a photography assignment each week to do on your own that will be used as a learning tool in the following class. **Instructor: Lynne Damianos.**

PHOTOBASICS-Spring2022

5/24/2022-6/14/2022

6:30 PM - 9:00 PM

Keefe Tech, First Floor, Room 218

\$119.00

Days: T

Sessions: 4

Photography Field Trip to Russell's Garden Center - In Person, Wayland

Rain or Shine! Join us at Russell's Garden Center in Wayland where you will have the opportunity to photograph beautiful flowers, plants and many other subjects, both indoors and out, while learning how to better use your camera. Suitable for photographers of all levels (with either DSLR or point-and-shoot cameras), however, a basic understanding of your camera is required. Review your camera manual beforehand and bring it with you along with your camera and fresh batteries. Meet at the indoor fish pond in the cactus area. Visit www.russellsgardencenter.com for more information about Russell's. Russell's Garden Center, is located at: 397 Boston Post Road, Wayland. Please park across the street. **Instructor: Lynne Damianos.**

PHOTOTRIP1-Spring2022

5/21/2022-5/21/2022

9:30 AM -12:00 PM

Offsite, Russell's Garden Center

\$59.00

Days: Sa

Sessions: 1

General info can be found on page 26.

REAL ESTATE - IN PERSON

Massachusetts Real Estate Salesperson Training - In Person

Please see full description on Page 16

This class is your first step to becoming a licensed real estate salesperson! Completion of this course will qualify students to sit for the Massachusetts Real Estate Salesperson's Test. No class: 4/18, 4/20 & 5/30. **Books** must be purchased in advance of class: Massachusetts Real Estate Practice & Law 11th Edition and Modern Real Estate Practice 20th Edition Set. The set is available at a discounted rate at Dearborn Real Estate Education. Please copy and paste this link to reach the store: <https://tinyurl.com/y866kwwh>

REALESTATE1-Spring2022

4/4/2022-6/1/2022

6:00 PM - 9:00 PM

Keefe Tech, First Floor, Room 220

\$369.00

Days: MW

Sessions: 15

REAL ESTATE - LIVE/VIRTUAL CLASSES



Login instructions for these courses will be sent to you by email in advance of class.

Please see FREE - Understanding and Using Your VA Home Loan Benefits class in Finance and Retirement Planning section.

FREE Home Buying Seminar - Live/Virtual Class

Join Michael Shain for a Homebuying Seminar where you will learn crucial information necessary for home-buying success including: the importance of good credit, finding the right mortgage loan program for you, the difference between buyer agents vs listing agents, how to win a bidding war, items to include in the offer that some buyers leave out, and how to get the most from your home inspection. You will leave this seminar with all the tools you need to get started on your home search! **Instructor: Michael Shain.**

FINRE1-Spring2022

4/6/2022-4/6/2022

6:30 PM - 7:30 PM

Free

Days: W

Sessions: 1

SMALL ENGINE REPAIR - IN PERSON

Small Engine Repair - In Person

Rejuvenate your equipment! Learn how to tune-up, repair and even overhaul small gasoline engines found in snow blowers, go-karts, chainsaws, lawn mowers, tillers, leaf blowers and string trimmers. Come prepared and bring your small engine on the first night of class. The engine may remain attached to a snow blower, lawn mower or other small engine equipment. Important: There is no storage available. Be sure you can transport your equipment to and from class each week. No class: 4/19. **Instructor: James (JR) Gable.**

AU04-Spring2022

4/5/2022-5/17/2022

6:00 PM - 9:00 PM

Keefe Tech, Ground Floor, Auto

\$179.00

Days: T

Sessions: 6

TRADE PREPARATION: JOURNEYMAN PLUMBING CODE - IN PERSON

Plumbing Code and Theory - In Person

With the exception of Tier 1 students, this program is available only to licensed apprentices. Students wanting to enroll in Tiers 2, 3, 4 & 5 must hold a current Massachusetts apprenticeship license.

Keefe at Night offers all five tiers of the Massachusetts Journeyman Plumbing Code and Theory Program. The Keefe at Night Plumbing Tier Program fulfills the required Tier code & theory portion of training for students wishing to become Massachusetts Journeyman Plumbers. It covers the state required curriculum, including code, science, theory and math. With the exception of Tier 1, classes are open only to current apprentices participating in the Tier System licensed after September 1, 2008, and those licensed prior to that date who are in the 300-hour program. Participants in the 5-Tier system are required to have 550 classroom hours. Apprentices licensed prior to September 1, 2008 are required to accumulate 300 hours over a three-year period. We strongly recommend that all students visit the The Board of Registration of Plumbers and Gas Fitters website at: <https://www.mass.gov/plumber-licensing> for information on Journeyman License requirements and processes. **Be sure to bring your codebook to class.**

New Four-Year/5 Tier Format:

Starting in Fall 2021 Keefe at Night began to offer a 4-year/5-Tier Program. Students just starting their Tier studies will be able to complete the program in 4 years instead of 5. Under this new format, Tiers 1 and 2 can both be completed within a 12-month period. The next Tier 1 and Tier 2 programs will be offered as follows: **Tier 1** - Full Tier will be offered in Fall 2022. **Tier 2** - Full Tier will be offered in Spring 2023. Tiers 3, 4 and 5 will continue to be offered as 2-semester tiers. Registration for the Fall 2022 semester will open during the summer (2022). Sign up early. Our plumbing courses sell out.

PLUMBING.TIER2 Full Tier -Spring2022

1/5/2022-4/11/2022

5:30 PM - 9:00 PM

Keefe Tech, First Floor, Room 216

Instructor: Jamie Prevosk

\$938.00

Days: MWTh

Sessions: 34

PLUMBING.TIER3 - 2nd Half/Spring2022

3/7/2022-4/14/2022

5:30 PM - 9:00 PM

Keefe Tech, First Floor, Room 218

Instructor: John Ryder

\$469.00

Days: MTTh

Sessions: 17

PLUMBING.TIER4-2nd Half/Spring2022

1/5/2022-2/17/2022

5:00 PM - 8:30 PM

Keefe Tech, First Floor, Room 219

Instructor: Matt Flynn

\$469.00

Days: MWTh

Sessions: 17

**PLUMBING.TIER5 -
2nd Half/WinterSpring22**

1/4/2022-3/10/2022

5:00 PM - 8:30 PM

Keefe Tech, First Floor, Room 220

Instructor: Eric Gordon

\$469.00

Days: TTh

Sessions: 17

TRADE PREPARATION: JOURNEYMAN ELECTRICAL CODE - IN PERSON

Please see condensed course descriptions on page 9 of this catalog. Full descriptions are available online.

Through Keefe at Night, you can complete your Journeyman classroom instruction requirements through the Module Program. Each of the 8 modules consists of 75-hour classes which meet the requirements set forth by the Massachusetts State Board of Electrical Examiners as a part of the 600-hour requirement to sit for the Journeyman's Exam. No class dates: Thursday, 4/7, Monday 4/18, Tuesday 4/19, Wednesday 4/20, Thursday 4/21 & Saturday 4/23.

Electrical Code - Journeyman, Module 1 - In Person Saturday Class

ELECTRICMOD1-Spring2022 \$519.00
3/12/2022-6/11/2022 Days: Sa
8:00 AM - 2:30 PM Sessions: 13
Keefe Tech, Ground Floor, Electrical Related Room
Richard Packer

Electrical Code Journeyman, Module 3 - In Person

ELECTRICMOD3-Spring2022 \$519.00
3/9/2022-5/23/2022 Days: MW
6:00 PM - 10:00 PM Sessions: 20
Keefe Tech, Ground Floor, Electrical Related Room
Richard Packer

Electrical Code - Journeyman, Module 5 - In Person

ELECTRICMOD5-Spring2022 \$519.00
3/8/2022-5/24/2022 Days: TTh
6:00 PM - 10:00 PM Sessions: 20
Keefe Tech, First Floor, Room 219
David Hatton

TRADE PREPARATION: CONSTRUCTION - IN PERSON & SELF PACED

Construction Supervisor Unrestricted License Exam Preparation - In Person

Registration Deadline: Tuesday, March 1. Please see the course description in the ad on page 16. Space is limited. Prerequisite to take the State Exam: Three years of documentable construction experience. **Instructor: Michael Giampietro.**

If the class schedule does not work for you, please see our online listing for a self-paced online course.

CONSTRUCTLIC-Spring2022 \$850.00
3/8/2022-4/12/2022 Days: T
6:00 PM - 8:00 PM Sessions: 6
Keefe Tech, First Floor, Room 201

Construction Supervisor Unrestricted License Exam Preparation - Online/Self Paced

CSLPREP1-Spring2022 \$750.00
Self Paced - 6 Month Access 24/7

Hoisting - 2A License Exam Prep/Continuing Ed. - In Person

This is a Hoisting 2A license exam prep class for Excavators, Front End Loaders, Backhoes and Mini excavators. This class also counts as part of continuing education. The class details the application process for testing through the Massachusetts Engineering Division. Handouts are supplied to use as study material as well as practice questions. Mass Nail It instructors are licensed and approved through the Commonwealth of Massachusetts. **Instructor: Michael Giampietro.**

TP100-Spring2022 \$109.00
3/24/2022-3/31/2022 Days: Th
6:00 PM - 9:00 PM Sessions: 2
Keefe Tech, First Floor, Room 201

Keefe At Night

Career Training through Ed2GO

Self-paced Online Learning



ONLINE CAREER TRAINING PROGRAMS

Online programs can start you on a path to an in-demand profession or help advance your current career with industry certification. You may begin these programs at any time and learn at your own pace. Upon successful completion of all coursework, you will receive a certificate of completion.

Visit our website for program details and to enroll!

careertraining.ed2go.com/kan

ONLINE COURSE BUNDLES

These bundles allow you to take multiple courses at a discounted price while gaining an in-depth understanding of the subject area. Our online courses are informative, fun, convenient, and highly interactive. We offer new course sessions monthly. Visit our website to view start dates for the courses that interest you.

Visit our website for program details and to enroll!

ed2go.com/kan

TRAVEL - BUST TRIP

New York - Broadway, May 14, 2022

Important Message: Please note that the number of seats available on the bus has been reduced to 40 due to the pandemic. Also, as is the case with all other programs taking place at Keefe Tech, participants are **required to wear a mask** on the bus for the duration of the trip. In addition, because of the extended period of time on the bus - a confined space, **proof of full vaccination will be required before you board the bus.** It is important to note that travelers attending Broadway shows must also show proof of full vaccination as per the Theaters' policies.

Our New York - Broadway trip includes round-trip transportation via modern, Wi-Fi equipped motor coach, complimentary city map, Broadway Show Guide, Dining Guide, and the assistance of our expert trip guide, Doug Sanders. We will leave Keefe at 7:30 a.m. sharp and travel to the "Big Apple." Once in Times Square, we will head to the TKTS Booth to purchase available tickets for matinee performances at half the list price on the day of the show! (Or purchase your tickets in advance to secure seats.) Once you have purchased tickets, there is time to sightsee, have lunch, or shop until the 2:00 p.m. performances. Depart NYC at 7:00 p.m. for your return trip, arriving back at Keefe Tech before 11:00 pm.

Registrations for the trip are transferable, but not refundable. Credit vouchers are also not available on trips. **Parking at Keefe:** Please park on the west side of campus, located at the Winter Street entrance, closest to the pool and gym. **Trip leader: Doug Sanders.**

TRIPSNY01-Spring2022

5/14/2022-5/14/2022

7:30 AM -11:00 PM

Bus Trip - Board at and Return to Keefe Tech

\$89.00

Days: Sa

Sessions: 1



Please sign up early so that we meet our minimum class enrollment.

WATER SAFETY TRAINING & CERTIFICATION - IN PERSON

America's Boating (ABC3) Certification - In Person

Learn the basics of boating safety, including boat terminology and handling, basic knots, VHF Marine Radio, piloting, charts and electronic navigation, course plotting, navigation aids and rules, and the MA and Federal boating laws and regulations. Students who complete this course successfully will receive a safety certificate, required in most states for operation of a water craft. This certificate provides you with a discount on your boat insurance! Textbook, nautical charts, dividers and a course plotter are included in the cost of tuition. No class: 4/19. **Instructor: Staff Nobscot Sail and Power Squadron.**

SP02-Spring2022 - In Person

3/15/2022-4/26/2022

7:00 PM - 9:00 PM

Keefe Tech, Ground Floor, Visual Design

\$129.00

Days: T

Sessions: 6



Lifeguard Training/Certification, Hybrid Format - Self-Paced Online & In Person, 15+

The minimum age requirement for this class is 15 years of age. The purpose of the American Red Cross Lifeguarding course is to provide entry level lifeguard participants with the knowledge and skills to prevent, recognize and respond to aquatic emergencies and to provide care for breathing and cardiac emergencies, injuries and sudden illnesses

until emergency medical services (EMS) personnel take over.

This hybrid course consists of 8 hours of self-paced online work which must be completed before April 18.

Instructors: Greater Boston Safety Training Staff.

AQUATICSWINTER-Spring2022

4/18/2022-4/20/2022

Times: 4/18 & 19 -1:00 PM - 7:00 PM

Times: 4/20 - 10:00 A.M. - 5:00 PM

Keefe Tech, Ground Floor, Pool & Room 201

\$299.00

Days: MTW

Sessions: 3



WATER SAFETY TRAINING & CERTIFICATION

Lifeguarding Review/Re-certification - In Person

This course is designed to review the lifeguarding skills and core knowledge points required to re-certify lifeguards holding a current Red Cross Lifeguarding/First Aid/CPR/AED certification. Please note that if the Lifeguarding/First Aid/CPR/AED certificate is expired, participants must take the full Lifeguarding course. **(Proof of a valid certification is required on the 1st day of class.)** Instructors: Greater Boston Safety Training Staff.

AQUATICS2-Spring2022

5/7/2022-5/7/2022

9:00 AM - 5:00 PM

Keefe Tech, Ground Floor, Pool

\$225.00

Days: Sa

Sessions: 1



Water Safety Instructor Certification (WSI) 16+ - Hybrid Format: Self-Paced Online & In Person



The Water Safety Instructor certification course trains WSI candidates, 16 and older, to teach courses and present in the American Red Cross Swimming and Water Safety program. Students

will develop their understanding of how to use course materials, how to conduct training sessions, and how to evaluate participants' progress. Instructors: Greater Boston Safety Training Staff.

AQUATICS5-Spring2022

4/22/2022-4/24/2022

9:00 AM - 5:00 PM

Keefe Tech, Ground Floor, Pool

\$299.00

Days: FSaSu

Sessions: 3

WELDING - IN PERSON

Basic Welding - For Beginners Only - In Person

This course is for individuals who have little or no knowledge of welding. It includes lectures as well as hands-on activities. You will learn the basic skills and safety requirements of welding processes: Stick, MIG, TIG & Torch as well as how to use a variety of hand tools for sheet metal. All safety equipment and materials and supplies will be provided for your use. You will be required to wear long pants and closed steel toed shoes. Your project must be small enough to be able to carry it in and out of the building on the night of class as there is no storage available at Keefe. No class: 4/18 & 4/19. Instructors: John Nolan.

WE01MW-Spring2022

3/14/2022-5/3/2022

6:00 PM - 9:00 PM

Keefe Tech, Ground Floor, Metals and Fabrication

\$429.00

Days: MT

Sessions: 14

Full course descriptions can be found online at Keefeatnight.org.

WELDING - IN PERSON

Basic Welding - Beginner to Intermediate - In Person

This course is for both beginners and individuals who have experience in welding. All students will take part in a safety orientation. Beginner students will receive training on basic skills of welding including: Stick, MIG, TIG & Torch. Intermediate to advanced students: You will work on your own project under the guidance and supervision of your welding instructor. All safety equipment and standard materials and supplies will be provided for your use. You will be required to wear long pants and closed steel toed shoes. Your project must be small enough to be able to carry it in and out of the building on the night of class as there is no storage available at Keefe. No class: 4/7, 4/20 & 4/21. Instructor: Adam Ingram.

WEFAB02-Spring2022

3/16/2022-5/11/2022

6:00 PM - 9:00 PM

Keefe Tech, Ground Floor, Metals and Fabrication

\$429.00

Days: WTh

Sessions: 14

WRITING - IN PERSON

Creative Writing for Fun I - In Person

Join Instructor Pamela Wight as she chooses prompts to pull you into your imagination and your inner self. Stories of fiction and nonfiction, written in class, are shared among classmates as each student teaches and learns from the other. Section 1: No Class: 4/19. Instructor: Pamela Wight.

WRITING1-Spring2022

3/22/2022-5/3/2022

5:00 PM - 7:00 PM

Keefe Tech, First Floor, Room 215

\$139.00

Days: T

Sessions: 6

WRITING2-Spring2022

5/17/2022-6/21/2022

5:00 PM - 7:00 PM

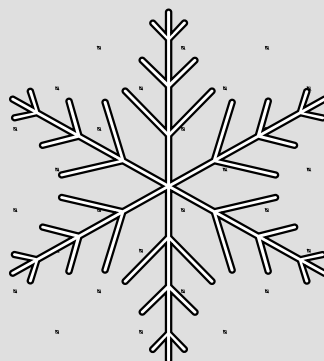
Keefe Tech, First Floor, Room 215

\$139.00

Days: T

Sessions: 6

General info can be found on page 26.



Inclement Weather Cancellations

Information will be posted on our website and our Facebook page. You can also call 508-416-2170 for a recorded message.

GENERAL INFORMATION - SPRING 2022

Welcome to Keefe at Night! For a better understanding of our Spring 2022 schedules, policies and procedures, please read the information that appears below.

Most in person offerings are back! Our trip to Broadway is back this semester!

In addition to in person programs, we will be offering hybrid and live/virtual courses. Please see page 3 for a description of these formats.

Safety Protocols for In Person and Hybrid Courses: Students attending in person and hybrid courses must adhere to safety protocols in place at Keefe Tech. Everyone is required to wear a mask while in the building. New York travelers will also be required to submit proof of full vaccination against Covid.

Office Hours:

Before March 7, 2022

Monday - Friday: 9:00 a.m. to 5:00 p.m.

Starting on March 7, 2022 through June, 2022

Monday - Thursday: 9:00 a.m. to 9:00 p.m.

Friday: 9:00 a.m. to 5:00 p.m.

Scheduled Keefe at Night Closings:

April 7, 18-22, May 30. Water Safety Certification classes will be held during April school vacation week.

Tuition/Registration Payment: Payment in full is due at registration. Payment plans are available as noted in specific class descriptions. Registrations under payment plans must be processed by phone or in person.

There are 4 convenient ways to register and pay:

- 1. Online Registration:** Visit www.keefeatnight.org and click on the "Registration" tab that appears on the menu bar at the top of the main page. From there click "Register" and click on "My Account." If you don't have an account, you can create a new one there as well.
- 2. Mail-in Registration:** You can mail in your payment using the registration form in this catalog. Our address is: Keefe at Night, 750 Winter Street, Framingham, MA 01702. **No cash please.**
- 3. Telephone Registration:** During office hours, please call us at 508-416-2170 with a credit card/bank card.
- 4. Walk-in Registrations:** Please see office hours above.

Forms of Payment: We accept Cash, MasterCard, Visa and Discover, Checks, Money Orders, & Organization Purchase Orders. Please note: Refunds made to credit cards may take 2-3 business days or longer to appear on your online statement. Refunds by check (for cash and check payments) may take up to four weeks to reach you.)

Age Requirement for Registration: With the exception of children's live/virtual language courses, and water safety programs, the required age is 18.

Late Registration: Students may register for a class after the start date only with the approval of the instructor. Tuition is not prorated.

Refund Policy for Courses

Cancellation for All Classes: If Keefe at Night cancels a course, the full amount will be refunded.

Withdrawals:

- 1. 7 Days before start date:** Full tuition refund, minus \$10 cancellation fee.

2. 6 Days or less before start date: A course credit voucher will be issued for 75% of course tuition.

3. Withdrawal or absence from course on the day that it meets:

There is no refund or credit voucher. You may, however, transfer your enrollment to a friend or relative.

4. No course credit vouchers or refunds will be issued after the start of class.

Withdrawal course credit vouchers are valid for one year from the date of issue.

Missed Classes in Certification/Licensing Programs: Some programs require a set number of hours for successful completion. If you must miss more than one class, be sure to speak with your instructor. Please know that missed hours will be made up at a time when your instructor is available and there will be a fee of up to \$50/hour with a three-hour minimum.

Certificates of Completion: Certificates of completion will be provided for licensing and certificate courses, or upon request. There will be a \$5.00 processing fee for each lost or misplaced certificate.

Night of the Week & Time of Classes: Classes are in session Monday through Thursday evenings (with a few Saturdays for extended-period certification/licensing programs). Evenings and times are subject to change due to unexpected circumstances. However, every effort will be made to hold classes on the dates and times listed in the Catalog.

Change of Instructor: Keefe at Night reserves the right to retain, assign or change instructors as necessary without contacting enrolled students.

Inclement Weather Cancellations for In Person & Hybrid In

Person Sessions: If Keefe Regional Technical School closes during the day, there will be no evening program. If the day program is in session and conditions prohibit safe travel in the evening, every effort will be made to contact all instructors and students by email and when necessary by phone. If in doubt, please call the Keefe at Night main phone number: 508-416-2170 for a recorded message. An announcement will also be posted on our website (inclement weather tab on the menu bar) and our Facebook page: <https://www.facebook.com/keefetechconted/>.

Textbooks/Class Supplies/Ingredients:

Unless otherwise noted, students will need to purchase their books on their own in advance of their first class. Please check the course descriptions to confirm whether or not books are included in the cost of tuition. When needed, ISBN numbers are provided. Keefe at Night does not operate a bookstore. Please visit your local bookstore or place your order online.

Class Locations: Please check your receipt for your room number. For hybrid & live/virtual classes, login information will be sent to students by email in advance of class.

School Policies: Keefe at Night students, instructors and staff are required to adhere to safety protocols, policies, rules and regulations that are observed by Keefe Regional Technical High School.

Please do not hesitate to contact us if you have any questions. You can reach us at 508-416-2170 or by email at: continuing@jpkeefehs.org.

We thank you for your continued support of Keefe at Night and hope you'll join us!

Registration Form

First Name: _____ Last Name: _____

Mailing Address: _____

City/State/Zip: _____

Email Address: _____ Best Phone #: _____

Course ID	Course Title	Class Dates	Tuition Amount
TOTAL			

By submitting this registration form you acknowledge that you have read and accept the Refund Policy that appears below.

You also understand that with the exception of children's virtual language programs, and water safety programs participants/students must be at least 18 years of age in order to enroll at Keefe at Night.

Form of Payment: Check No. _____ (Payable to Keefe at Night) __ MasterCard __ Visa __ Discover
Credit Card Number: _____ Expiration Date: _____
Authorization Code: _____ Name of Card Holder: _____
Billing Address If Different from Above: _____

Refund Policy

Cancellation for All Classes:

If Keefe at Night cancels, the full amount of the course is refunded.

Withdrawals:

1. **7 Days before start date:** Full tuition refund, minus \$10 cancellation fee.
2. **6 Days or less before start date:** A Course Voucher will be issued for 75% of course tuition.
3. **No Course Vouchers or refunds** will be issued after the start of class.
4. **Withdrawal or absence from course on the day that it meets:** No refund or voucher. You may however, transfer your enrollment to a friend/relative.



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Adult Ed Courses:	
- English as a Second Language	4
- GED Preparation Courses (Self-Paced)	4
Arts & Crafts	5
Arts & Crafts - Floral Design	5
Business and Career Tools	6
Careers	7
Careers Training through Ed2go (Online)	23
Computers: Technology & Applications	8
Finance & Retirement Planning	10
Fitness & Dance	11
Food Services - ServSafe Certification	12
Health & Wellness	12
Health & Wellness - Pet Health	15
Hobbies & Sports	15
Home & Garden	15
Language Arts - Adult	17
Language Arts - Children (Virtual)	19
Medical & Allied Health Training	19
Photography	21
Real Estate Salesperson License Training	16 & 22
Small Engine Repair	22
Trade Preparation:	
- Construction Supervisor Exam Preparation	16 & 23
- Hoisting - 2A License Exam Preparation	23
- Electrical Code Journeyman Modules	9 & 23
- Plumbing Code Journeyman - Tiers 1- 5	22
Water Safety Training & Certification	24
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Like us on Facebook for current news and information
on upcoming courses:
www.facebook.com/keefetechconted.

Join us!
Call 508-416-2170 or Visit Us Online at
www.keefeatnight.org