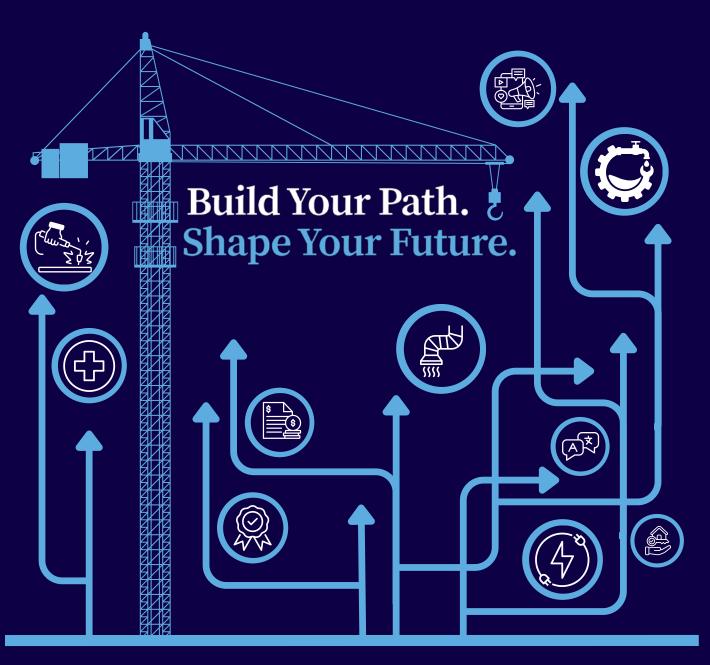
## Keefe at Night

Continuing Education at Keefe Regional Technical School
Fall 2025 Catalog



## Keefe at Night Certification and Licensing Preparation Programs

### Tuition-Free Licensing/Certification Programs For Eligible/Qualifying Applicants

Journeyman Electrical Code Module 1 - January 2026 Journeyman Plumbing Tier 1 - September 2026 HVAC - Oil and Gas Burner Certification - January 2026

#### **Trades License Training/Exam Preparation**

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

#### Medical & Allied Health Training/ Exam Preparation

Emergency Medical Technician (EMT) Certification Clinical Medical Assistant Certification Phlebotomy Technician Certification Heartsaver® CPR AED Training

#### **Reiki Certification**

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

#### ServSafe Certification

ServSafe Manager Training/Certification Testing

**Frequently Asked Questions** 

#### Fall Semester Starts on September 3, 2025

This semester the vast majority of classes will take place at Keefe Tech, but we will continue to offer virtual and hybrid courses. In addition a few courses will take place at offsite locations.

#### Office Hours - Fall 2025

Starting in September our staff can be reached at the following times:

- Monday-Thursday: 9:00am-9:00pm
- Friday: 9:00am-4:00pm



## Scheduled Cancellation Dates: 9/23, 9/30, 10/2, 10/13, 11/11, 11/20, 11/27 & 11/28.

Please check your registration receipt for possible additional cancellation dates for your specific class/es.

Contact Information Phone: 508-416-2170

Email: continuinged@jpkeefehs.org Website: Keefeatnight.org Mailing Address: 750 Winter Street Framingham, MA 01702

What technology do I need to join a 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.

#### 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, Checks, and Organization Purchase Orders.

#### Age Requirement

Unless otherwise noted, participants must be 18 years of age or older to participate in our programs.

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#### Certificate of Class Completion

Upon successful completion of **Licensing and Certification programs**, students will receive a certificate of completion. Replacement certificates are available for a \$5.00 fee per certificate.

### Missed Classes in Certification & Licensing Programs

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

#### **Textbooks and Supplies**

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



#### **Registration/Confirmation Receipt**

In addition to payment information, your receipt contains:



School.

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

#### Withdrawal/Cancellation Refund Policy

Please see page 25 of this catalog for full details on refunds, and our policies and procedures.

Safety Protocols
Keefe at Night adheres to
current (and future) safety protocols
in place at Keefe Tech Regional High

Join Us!

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



## New York Broadway Trip Saturday, November 22

#### **Age Requirement:**

Children 13+ are welcome on this trip.

TRIPSNY01-Fall2025 \$109.00 11/22/2025 - 11/22/2025 Days: Sa 7:30AM - 11:00PM Sessions: 1

Please see full description on page 24.

#### **ARTS AND CRAFTS**

#### **Visual Arts**

#### **Acrylic Painting - In Person**

In this class you will learn about color theory and the acrylic paint medium by actually beginning to paint your first painting! Students will explore a teacher assignment or students may bring in good, visual references for what they would like to paint. Each student is guided independently by the teacher and through class critiques. A list of required materials is available on the online description. Instructor: Terri Regotti.

ART01-Fall2025 \$199.00
09/03/2025 - 11/05/2025 Days:W
6:00PM - 9:00PM Sessions: 10
Keefe Tech, Ground Floor, Design and Visual

#### **Drawing for Beginners - In Person**

The course will include learning specific drawing techniques that will help students to learn "how to see" based on the principles and elements of art, composition, shading and positive/negative space. Students will receive handouts for each new lesson. These hand outs include the vocabulary (used in class discussions) for drawing assignments. A list of required materials is available on the online description. No Class: 10/13. Instructor: Terri Regotti.

ART02-Fall2025 \$199.00
09/08/2025 - 11/17/2025 Days:M
6:00PM - 9:00PM Sessions: 10
Keefe Tech, Ground Floor, Design and Visual

#### Drawing/Acrylic Painting: Independent Study - In Person

This is an advanced art class. Students enrolling in this class will have already worked with the teacher in Beginner Drawing and/or Acrylic painting. Depending on the student's interest and what medium the student wants to explore, each project is planned between the teacher and the student. A list of required materials is available on the online description. No Class: 10/2. Instructor: Terri Regotti.

ART05-Fall2025 \$199.00
09/04/2025 - 11/13/2025 Days:Th
6:00PM - 9:00PM Sessions: 10
Keefe Tech, Ground Floor, Design and Visual

#### Floral Design

#### Autumn Candle Centerpiece - In Person

In this flower class you will create an Autumn candle/ flower arrangement that will be a perfect centerpiece in your home with rich floral colors, foliage's and fillers. This common design is a principal arrangement at florist locations. **Instructor: Dawn Bagocius.** 

ACFD5-Fall2025 \$75.00 11/17/2025 - 11/17/2025 Days:M 6:00PM - 8:00PM Sessions: 1

Keefe Tech, Ground Floor, Horticulture

#### **English Boxwood Trees - In Person**

The beauty of a little Holiday tree will make the perfect eye-catching décor. Using fresh English Boxwood, you will learn to assemble your own Christmas tree. Decorations will be provided. However, if you have a preference for something of your own style, bring it with you. These popular tree arrangements last up to 8 weeks and make a fabulous statement on your table top for home and office. **Instructor: Dawn Bagocius.** 

ACFD1-Fall2025 \$75.00 12/17/2025 - 12/17/2025 Days:W 6:00PM - 8:00PM Sessions: 1

Keefe Tech, Ground Floor, Horticulture

#### **Natural Holiday Wreath - In Person**

Learn how to make your own from greens - so that you can make more from your yard clippings! Keefe Tech Faculty Landscape and Design Instructor Doug Paul will show the secrets and skills of tying a full, gorgeous, and perfectly shaped wreath to last all winter. Once tied you will enhance your wreaths with berries, pinecones, and bows. Bring your own special accents/ribbons to incorporate or use ours. **Instructor: Doug Paul.** 

HG04-Fall2025 \$75.00 12/04/2025 - 12/04/2025 Days:Th 6:00PM - 9:00PM Sessions: 1

Keefe Tech, Ground Floor, Horticulture

#### **Textiles**

Feel free to contact the instructor before the first class with any questions or to discuss project ideas at keefe.pugstitches.com.

#### **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. We will discuss different yarns, needles, tools, how to knit, purl, increase, decrease, make a gauge and more! Students will be able to apply what they learn to individual projects. Practice supplies will be provided by the instructor. Students are also encouraged to bring any needles or yarn they already have. Students will need to purchase additional project supplies. No Class: 11/11. Instructor: Jessica Pelon.

ARTTXT03-Fall2025 \$129.00 10/07/2025 - 11/18/2025 Days:Tu 6:30PM - 9:00PM Sessions: 6 Keefe Tech, Main Floor, 203

Keefe at Night's cancellation and refund policy can be found on page 25.

#### **ARTS AND CRAFTS**

#### **Cabled Fingerless Mitts - In Person - NEW!**

Want to learn how to cable, knit with magic loop, and make thumb gussets? Here's your chance! Cabling is easy, fun, and can be used to dress up any project. Magic loop allows you to knit circular projects of any diameter with a single needle. You will also learn how to knit two-items-at-once: a technique you can use with projects such as socks and sleeves - even your cabled mitts if you choose. A list of required materials is available on the online description. Instructor: Jessica Pelon.

ARTTXT7-Fall2025 \$119.00 10/01/2025 - 11/05/2025 Days:W 6:30PM - 9:00PM Sessions: 6

#### **Knitting Workshop - In Person**

Keefe Tech, Main Floor, 203

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. **Students will need to purchase their own project supplies. Instructor: Jessica Pelon.** 

ARTTXT01-Fall2025 \$119.00 11/12/2025 - 12/17/2025 Days:W 6:30PM - 9:00PM Sessions: 6 Keefe Tech. Main Floor, 203

#### **CAREER & BUSINESS TOOLS**

## LinkedIn: Improve/Develop Your LinkedIn Professional Profile - In Person

LinkedIn is a useful tool for your professional career. Whether you are job hunting, looking for the right contacts or to develop your career prospects, LinkedIn is a great first step. In this class you will learn how to complete your professional page and learn how to optimize your profile and research to take advantage of all that LinkedIn has to offer. **Instructor: Annabelle Lebas.** 

BZTOOLS08-Fall2025 \$39.00 11/17/2025 - 11/17/2025 Days:M 6:00PM - 8:00PM Sessions: 1 Keefe Tech, Main Floor, 207

#### 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. We will cover how to use the platform itself, as well as some of the terminology of the platform, and how businesses specifically can use Instagram to make new connections and put their products and services out into the world. Topics include creating posts on Instagram, how to use hashtags and stories, and using Instagram as a way to virtually interact with customers. **Instructor: Lauren Briggs.** 

BZTOOLS15-Fall2025 \$39.00 11/13/2025 - 11/13/2025 Days:Th 6:30PM - 8:00PM Sessions: 1 Keefe Tech, Main Floor, 210

#### **CAREER & BUSINESS TOOLS**

#### **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. When you have completed this class, you will have a better understanding of social media and concrete steps to use with Facebook to promote your business or organization. This course is aimed at those who are beginning to use social media. **Instructor: Lauren Briggs.** 

BZTOOLS4-Fall2025 \$59.00 11/18/2025 - 11/25/2025 Days:Tu 6:30PM - 9:00PM Sessions: 2 Keefe Tech, Main Floor, 208

## Design Your Own WordPress Website with Powerful Al Tools in Just 4 Hours - Virtual Platform/Live Instruction - NEW!

In this beginner-friendly class, we'll explore the connection between traditional website design and Al-powered tools. You'll learn how to create a WordPress website and kick-start your online journey, while discovering how Al enhances the process. No prior WordPress experience or technical knowledge is required—your instructor will provide practical insights tailored for absolute beginners. A Zoom link will be sent to your email account in advance of class. Instructor: Fan Stanbrough.

COWEB29-Fall2025 \$69.00
10/01/2025 - 10/08/2025 Days:W
7:00PM - 9:00PM Sessions: 2
Offsite, Live Virtual Classroom, Online Learning

## Al-Powered E-Commerce: Launch and Supercharge Your Online Shop - Virtual Platform/Live Instruction - NEW!

Starting an eCommerce business is easier than you might think! This course is designed for aspiring entrepreneurs and new shop owners eager to build a successful online business. You'll discover how to leverage Al tools to identify profitable niches, design a professional website, craft compelling marketing campaigns, and streamline operations—so you can move faster and work smarter than the competition. No coding skills necessary! Please view the online course description to see a list of topics that will be covered. A Zoom link will be sent to your email account in advance of class, Instructor: Fan Stanbrough.

COWEB30-Fall2025 \$49.00 11/05/2025 - 11/05/2025 Days:W 7:00PM - 9:00PM Sessions: 1 Offsite, Live Virtual Classroom, Online Learning

#### How to Promote & Market Your Small Business with Al-power – Virtual Platform/Live Instruction - NEW!

If you have services to offer or products to sell, a website can become a powerful income-generating asset. In this 2-hour class, you'll learn not only how to build a website that showcases your business—but also how to use cutting-edge Al tools to promote it more efficiently and creatively than ever before. This is an introductory class—no website or prior experience required. Just bring your curiosity and entrepreneurial spirit! A Zoom link will be sent to your email account before class begins. Instructor: Fan Stanbrough.

COWEB31-Fall2025 \$49.00
12/03/2025 - 12/03/2025 Days:W
7:00PM - 9:00PM Sessions: 1
Offsite, Live Virtual Classroom, Online Learning



#### **About the Program Grant**

Grant funding for this course is administered by the Commonwealth Corporation on behalf of the Massachusetts Workforce Skills Cabinet. Keefe Regional Technical High School administers this program, in partnership with the MassHire Metro South/West Career Center.

#### **Course Content**

Launch your career as a Journeyman Electrician. This 200-Hour program includes the required 75 hours of code and theory studies for Module 1 as part of the Massachusetts Journeyman Electrician Module program. It also includes OSHA Certification, hands-on practice, and essential career development and employability skills training.

## How to Apply for This Competitive Grant Program

Please visit our website at Keefeatnight.org and click on the CTI Tuition-Free programs tab, which appears on the top menu of the main page. Read the "Eligibility" section of that page to determine if you pre-qualify for the program. If you meet the requirements, you can fill out the preliminary application – found on the same page. Following your application submission, we will contact you to discuss next steps.

#### **Credentials Earned**

- 10-Hour OSHA Certification
- Completion of Module 1 of the Massachusetts 8-Module Journeyman Electrical Code Program, for a total of 75 code hours.

## Learn More & Submit Your Application Today

Scan the QR code included below to learn more and submit your preliminary application.

If you have any questions, please call us at 508-416-2170.

Please Note: You can only apply for one program.





#### **About the Program Grant**

Grant funding for this course is administered by the Commonwealth Corporation on behalf of the Massachusetts Workforce Skills Cabinet. Keefe Regional Technical High School administers this program in partnership with the MassHire Metro South/West Career Center.

#### **Course Content**

This 200-hour program will prepare students to sit for the Massachusetts Oil Burner Technician Certification exam. Students will learn the basics of residential heating gas & oil burner technology, service, repair, installation and maintenance. The program also includes OSHA Certification, handson practice, and essential career development and employability skills training.

## How to Apply for This Competitive Grant Program

Please visit our website at Keefeatnight.org and click on the CTI Tuition–Free programs tab, which appears on the top menu of the main page. Read the "Eligibility" section of that page to determine if you pre–qualify for the program. If you meet the requirements, you can fill out the preliminary application – found on the same page. Following your application submission, we will contact you to discuss next steps.

#### Credentails Earned

- 10-Hour OSHA Certification
- Preparation to sit for the Massachusetts Oil Burner Certification Exam.

#### **Learn More**

Scan the QR code included below to learn more about the program and submit your preliminary application.

If you have any questions, please call us at 508-416-2170.

Please Note: You can only apply for one program.





### **Tuition-Free/Zero Cost**

Workforce Skills Cabinet Career Technical Initiative

### 200-Hour Plumbing Program

Classes Start in September 2026. The application process will open in May 2026.

### **About the Program Grant**

Grant funding for this course is administered by the Commonwealth Corporation on behalf of the Massachusetts Workforce Skills Cabinet. Keefe Regional Technical High School administers this program, in partnership with the MassHire Metro South/West Career Center.

#### **Course Content**

Launch your career as a Journeyman Plumber. This 200–Hour program will include the required 110 hours of code and theory studies for Tier 1 as part of the Massachusetts 5–tier program. It also includes OSHA Certification, hands–on practice, and essential career development and employability skills training.

## How to Apply for This Competitive Grant Program

Please visit our website at Keefeatnight.org and click on the CTI Tuition-Free programs tab, which appears on the top menu of the main page. Read the "Eligibility" section of that page to determine if you pre-qualify for the program. If you meet the requirements, you can fill out the preliminary application – found on the same page. Following your application submission, we will contact you to discuss next steps.

#### Credentials Earned

- 10-Hour OSHA Certification
- Completion of Tier 1 of the Massachusetts 5-Tier Plumbing Code Program, for a total of 110 code hours.

#### **Learn More**

Scan the QR code included below to learn more about the program and submit your preliminary application.

If you have any questions, please call us at 508-416-2170.

Please Note: You can only apply for one program.



## COMPUTER TECHNOLOGY AND APPLICATIONS

#### Microsoft Excel 1 - Intro - In-Person

MS Excel is a full-featured spreadsheet for PCs. Learn to use this popular program effectively in office and home applications. Create and edit worksheets and workbooks. Take home the practical knowledge required to use the program and apply it to real-life situations. Basic PC skills are required. The first 2 1/2 hours of this class will be dedicated to lectures and hands-on practice in a computer lab. The last half hour will be available for questions students may have. A hard copy of the class textbook must be purchased in advance of class. Please see the online description for book details. Instructor: Patricia Boyd.

COMS07-Fall2025 \$169.00 10/01/2025 - 10/22/2025 Days:W 6:00PM - 9:00PM Sessions: 4 Keefe Tech, Second Floor, Library

#### **COOKING / SWEETS AND DESSERTS**

#### Fresh - Filled Pasta - In Person

Calling all pasta machine owners and those who want one! Join us for a two-night course where you'll discover how easy it is to make that linguine, angel hair or ravioli you've always wanted to make. The second session will be all filled pasta, while the first will teach you the basics of dough making, cutting, and drying. Pair it with the sauces class, and you'll have an Italian feast! Bring your machine if you have one, and come hungry — we'll eat our work at the end of the night! Instructor: Meredith Elkins.

CA105-Fall2025 \$139.00 10/01/2025 - 10/08/2025 Days:W 6:00PM - 8:30PM Sessions: 2 Keefe Tech, Main Floor, Kitchen

#### Sauces that Sing! - In Person

You've made the pasta, now what's going on top? Join us for a session that will teach you a range of Italian sauces: Bolognese, Alfredo, Marinara and others. Come hungry as we will eat our work at the end of the night! Instructor: Meredith Elkins.

CA107-Fall2025 \$75.00 10/15/2025 - 10/15/2025 Days:W 6:00PM - 8:30PM Sessions: 1

Keefe Tech, Main Floor, Kitchen

#### **Not-so-scary Main Courses - In Person**

They're only scary if you let them be! Join us for an evening of cooking elegant meals fit for company or a special evening with family. Paella, coq au vin and beef wellington are on the menu! And come hungry — we'll eat our work at the end of the night! Instructor: Meredith Elkins.

CA108-Fall2025 \$75.00 11/05/2025 - 11/05/2025 Days:W 6:00PM - 8:30PM Sessions: 1 Keefe Tech, Main Floor, Kitchen

#### **COOKING / SWEETS AND DESSERTS**

#### Holiday Cookies: Introduction to Flood Frosted Cookies - In Person

You may have seen the gorgeous glossy cookies so popular on Pinterest and in bakeries, but you can make them too! It takes practice and patience, and a good handle on the basic ingredients, equipment and techniques. This class will dive right into flood frosting - no baking! And just in time for the holidays! Please bring platters or containers to take your finished cookies home. **Instructor: Meredith Elkins.** 

CASWEETS01-Fall2025 \$59.00 12/03/2025 - 12/03/2025 Days:W 6:00PM - 8:30PM Sessions: 1

Keefe Tech, Main Floor, Kitchen

#### **ESSENTIAL ADULT EDUCATION COURSES**

#### **GED Preparation Courses (Online, Self-paced)**

Adult Ed: 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. 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 information on GED© testing in Massachusetts, please visit: http://www.doe.mass.edu/hse/.

#### **EVENT PLANNING**

#### You're Engaged! Now What?? - In Person - NEW!

Planning a wedding can be overwhelming, for sure! Sometimes it's hard to even know where to start...and what to do next, once you have started! After attending this session, you'll realize that planning your wedding doesn't have to be stressful – it can actually be fun! You'll get a detailed overview of all the "to-do's" required to plan your perfect day, when you should do them, how to remain organized throughout the planning process, and practical tips from an experienced wedding planning pro with over 10 years of experience. If there's a wedding in your future, this session is a must!

WEDDING01-Fall2025 \$39.00 11/12/2025 - 11/12/2025 Days:W 6:00PM - 8:30PM Sessions: 1

Keefe Tech, Main Floor, 207



## **Attention Employers in the Trades!**

## Keefe at Night JOB FAIR

Offered In Partnership with MassHire & Commonwealth Corporation

Please Join Us on December 16, 2025 from 6:00 - 7:30pm

at Keefe Regional Technical School located at 750 Winter Street, Framingham, MA

We are excited to connect participants of our Career Technical Initiative (CTI) 200-Hour training programs with local employers. We invite you to host a table at our upcoming job fair, connecting directly with talented students in plumbing, electrical, and HVAC programs who are eager to launch their careers.



## 200-Hour Plumbing Tier 1 Students' Skills & Certifications

- **Skills:** Hands-on training in PVC, gas pipe, and copper pipe. Tools and fitting identification. Basic skills needed to attain Plumbing Apprenticeship.
- **Certificates:** Completion of 110 code hours in Tier 1 and OSHA certification.



## 200-Hour Electrical Module 1 Students' Skills & Certifications

- **Skills:** Basic understanding of various electrical components; experience with wire lighting circuits and low voltage controls; and practice with the installation of wiring methods and materials.
- **Certificates:** Completion of 75 code hours in Module 1 and OSHA Certification.



## If you are hiring or plan to recruit employees in the near future, please contact us:

- (508) 416-2170
- continuinged@jpkeefehs.org

#### 200-Hour HVAC - Oil Burner & Gas Technology Students' Skills & Certifications

- Skills: Hands-on training with Flaring Tools, soldering, Swage tools, oil lines, copper tubing, basic electrical wiring, multimeter electrical circuits, black iron piping, Gas/Oil Furnaces, and Electronic Combustion Analyzers. Trained on workplace safety, customer service skills, and teamwork.
- Certificates: Certificate of Completion and OSHA certification; HVAC - Oil Burner Certification after passing the State Exam.

#### **FINANCE / RETIREMENT PLANNING**

#### The A's, B's, C's and D's of Medicare - In Person

If you are interested in learning more about Medicare, we invite you to attend this one-night session. You will learn about Medicare enrollment: medical plan requirements: options, and penalties if you do not enroll in Medicare at the predetermined time. Join us for this informative and vitally important workshop. Instructor: Peter O'Neil.

FINRE8-Fall2025-Section1 \$29.00 10/01/2025 - 10/01/2025 Days:W 6:30PM - 8:00PM Sessions: 1

Keefe Tech. Main Floor, 210

\$29.00 FINRE8-Fall2025-Section2 11/06/2025 - 11/06/2025 Days:Th 6:30PM - 8:00PM Sessions: 1

Keefe Tech, Main Floor, 210

#### **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-Fall2025 \$39.00 10/15/2025 - 10/15/2025 Davs:W 6:00PM - 7:30PM Sessions: 1

Keefe Tech, Main Floor, 208

#### 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. Overall, the course is an opportunity for individuals and families to learn how to protect their loved ones and their assets in the way they want them to be protected, if someone is to become incapacitated and/or when they pass away. Instructor: Erica Endyke and Barbie Foisy.

FINRET3-Fall2025-Sect1 \$29.00 09/10/2025 - 09/10/2025 Days:W 6:00PM - 7:00PM Sessions: 1

Keefe Tech. Main Floor, 204

FINRET3-Fall2025-Sect2 \$29.00 10/08/2025 - 10/08/2025 Days:W 6:00PM - 7:00PM Sessions: 1

Keefe Tech, Main Floor, 204

#### Retirement: Making Your Money Last Seminar - In Person - NEW!

This seminar will focus on strategies to help individuals work towards fulfilling their retirement expectations. This seminar is designed for those nearing retirement or currently living in retirement, emphasizing the importance of a solid financial strategy to navigate potential challenges. Please see the online description for topics that will be covered. **Instructor:** Alex Winkelmann.

FINRET7-Fall2025 \$39.00 10/29/2025 - 10/29/2025 Days:W 6:00PM - 7:30PM Sessions: 1 Keefe Tech, Main Floor, 204

**FINANCE / RETIREMENT PLANNING** 

Transitioning Into Retirement - Beyond Finances - In Person

Retirement is like a vacation that can last forever, but - like vacations - it has its own 'stressors.' Making a plan for life after retirement is crucial. 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-Fall2025 \$39.00 10/29/2025 - 10/29/2025 Days:W 6:00PM - 9:00PM Sessions: 1

Keefe Tech, Main Floor, 208

ETNESS

#### Dance

#### Belly Dancing with Jemileh - All Levels - In Person

Don't miss out on the fun! This class is suitable for dancers of all levels. It will be an introduction to the rich repertoire of moves and combinations that make up this beautiful art form. Modifications will be offered for all levels so that all students have the opportunity to tailor the movements to their own capacity. Wear comfortable clothes- a comfortable top and yoga pants - fitted ankles. If you don't have dance sneakers or soft soled dance shoes, you will need to wear your socks. No regular shoes please. Bring: water, and willingness to have a great time. Instructor: Jemileh.

FTBELLYD1-Fall2025 \$109.00 Days:W 09/03/2025 - 10/29/2025 Sessions: 9 6:00PM - 7:00PM Keefe Tech, Main Floor, Stage in Auditorium

#### East Coast Swing - Couples/Pairs - In Person

Join us in learning single-time and triple-step swing. Most steps and arm movements can also be applied to freestyle dancing. You'll learn the basic rhythm, tucks, underarm turns, and more! We will also work on improving your "lead and follow" dance skills, connection, and musicality. If you have dance shoes, great; if not, any shoe with a low heel that is secure on your foot and slides along the floor will work. No Class: 9/15, 10/6, 10/13 & 11/3. Instructor: Steele Shane.

FTSWING01-Fall2025 09/08/2025 - 12/08/2025 6:30PM - 7:30PM

Keefe Tech, Main Floor, Gym

\$195.00 per pair/couple Days:M

Sessions: 10



#### **Inclement Weather Class** Cancellations -

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

#### **FITNESS**

#### **Ballroom Dancing - Couples/Pairs - In Person**

Have fun learning with other beginners and dance with confidence. This beginner course will focus on four of the most popular ballroom dances - two American Smooth (Waltz and Foxtrot) and two Rhythm/Latin (Rumba and Cha-Cha). If you have dance shoes, great; if not, any shoe with a low heel that is secure on your foot and slides along the floor will work. No Class: 9/15, 10/6, 10/13 & 11/3. Instructor: Steele Shane.

FTBR01-Fall2025 \$195.00 per pair/couple 09/08/2025 - 12/08/2025 Days:M

7:30PM - 8:30PM Sessions: 10

#### **Line Dance: Beginner Level - In Person**

Keefe Tech, Main Floor, Gym

Line dance is a fantastic way to get your body moving and improve your balance and memory, all while enjoying diverse styles of music, including country, pop, oldies, and more! Line dance is fun and relatively easy - although there is a bit of a learning curve. You don't need any special tools, clothes, or a partner – just comfortable soft-soled shoes (please, no cowboy boots or heels!) that slide easily on the floor in order to protect your joints and the gym floor. The class will be progressive - no experience is necessary! We will start with "absolute beginner" (never-line-danced-before) level dances and slowly increase skill level while keeping all classes beginner-friendly. Dances are typically demonstrated and then taught in short sections appropriate to the level and comfort of the participants. Those who have previously taken this class are welcome to return, as the repertoire will be a bit different from last semester. Or you can move up to the improver class if you're feeling confident! No Class: 10/14, 11/4, 11/11 & 11/25. Instructor: Robin Sparr.

FTLINE01-Fall2025 \$99.00 10/07/2025 - 12/16/2025 Days:Tu 6:15PM - 7:15PM Sessions: 7

Keefe Tech, Main Floor, Gym

#### Line Dance: Improver Level - In Person

This class is for those with some previous dance experience, including previous beginner-level students who feel they have mastered the dances learned last semester. It will help if you are familiar with basic line dance steps such as vine, rocking chair, V-step, K-step, shuffle, lock step, rock-recover, jazz box, rumba box, Lindy step (chasse-rock-recover). The level of dances taught will include high beginner, improver, and low- intermediate. We will build upon skills learned at the beginner level, and some easy dances will be included (with one wall walk-through) to maintain and grow our repertoire. This semester we will also consider styling and how to make your dance flow, using your entire body (not just your legs). Please wear comfortable soft-soled shoes (no boots or heels) that slide easily on the floor in order to protect your joints and the gym floor. Note: Dancers with some experience are welcome to register for both classes. No Class: 10/14, 11/4, 11/11 & 11/25. Instructor: Robin Sparr.

FTLINE02-Fall2025 \$99.00 10/07/2025 - 12/16/2025 Days:Tu 7:30PM - 8:30PM Sessions: 7

Keefe Tech, Main Floor, Gym

#### **Exercise Classes**

#### Chair Yoga - In Person - NEW!

Chair yoga is a rewarding practice for all! It is especially helpful if you are working with physical limitations or if you want a practice you can use at your desk. We practice asanas or poses, breath work, relaxation and meditation. Various levels of practice and modifications are offered as per your current capacity. No experience needed. **Instructor: Shubhada Wavikar.** 

FITNESSCY-Fall2025 \$99.00 09/15/2025 - 11/10/2025 Days:M 6:00PM - 7:00PM Sessions: 8

Keefe Tech, Main Floor, Stage in Auditorium

#### Gentle Stretch With Jo-Ellen McCarrick - All Levels - In Person

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: 11/11. Instructor: Jo-Ellen McCarrick.

FITNESSGS2-Fall2025 \$119.00 10/07/2025 - 12/16/2025 Days:Tu 7:15PM - 8:15PM Sessions: 10

Keefe Tech, Main Floor, Stage in Auditorium

#### **Quick Fit Circuit Training with JoEllen McCarrick- In Person**

Rev up your fitness workout with circuit training. First, we will warm-up and get moving, and then we will rotate through various stations that alternate fitness activities. Each station will vary activities for a set duration and will target muscle strength, cardio, balance, and agility for a well-rounded workout. This is a perfect workout for those crunched for time, as it incorporates all exercise components - one workout hits it all! All ability levels are welcome! Bring hand-held weights suitable for your ability, a mat for floor work, and water. No Class: 11/11. Instructor: Jo-Ellen McCarrick.

FITNESSQF3-Fall2025 \$119.00 10/07/2025 - 12/16/2025 Days:Tu 6:00PM - 7:00PM Sessions: 10

Keefe Tech, Main Floor, Stage in Auditorium



#### **FITNESS**

#### Yogalates with Karen Fishman - In-Person

Join Karen for her signature 30/30 class, great for all levels! This popular class will help you build strength, improve posture, and tone your whole body. Class begins with a warm-up followed by mat-based pilates, then transitions to Hatha style yoga, combined with traditional stretch. 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.Class size is limited. Section 1: No Class: 10/2. Section 2: No Class: 11/20 & 11/27. Instructor: Karen Fishman.

YOGALATES-Fall2025 \$99.00 09/04/2025 - 10/16/2025 Days:Th 6:30PM - 7:30PM Sessions: 6

Keefe Tech, Second Floor, 320

YOGALATES-Fall2025 \$99.00 10/23/2025 - 12/11/2025 Days:Th 6:30PM - 7:30PM Sessions: 6

Keefe Tech, Second Floor, 320

#### **Water Exercise**

#### Hydropower - at Longfellow Health Club in Natick

This is a total-body, deep-water workout. It includes a strong cardiovascular segment (modified for all levels of ability). **New Participants:** Please show up to the first class 20 minutes early, so the instructor can go over some basic instruction with you before the class begins. **Instructor: Natick Longfellow Staff.** 

FITWATER4-Fall2025-Monday \$169.00 10/06/2025 - 12/15/2025 Days:M 7:05PM - 8:05PM Sessions: 11 Longfellow Health Club, 203 Oak Street - Natick FITWATER4-Fall2025-Wednesday \$169.00 10/08/2025 - 12/17/2025 Days:W 7:05PM - 8:05PM Sessions: 11 Longfellow Health Club, 203 Oak Street - Natick

## Deepwater Workout: TGIAF - at Longfellow Health Club in Natick

This is a dynamic and fast-paced deep water workout (done at your own pace), designed to help you transition into a fabulous weekend. **New Participants:** Please show up to the first class 20 minutes early, so the instructor can go over some basic instruction with you before the class begins. **No Class: 11/27. Instructor: Natick Longfellow Staff.** 

FITWATER6-Fall2025 \$159.00
10/09/2025 - 12/18/2025 Days:Th
5:20PM - 6:20PM Sessions: 10
Offsite, Longfellow Health Club, 203 Oak Street - Natick

#### **HEALTH AND WELLNESS**

#### Qi Gong For Immune Health - In Person

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-Fall2025 \$39.00 12/03/2025 - 12/03/2025 Days:W 7:00PM - 9:00PM Sessions: 1

Keefe Tech, Main Floor, 217

#### 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 and health. 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-Fall2025 \$39.00 10/08/2025 - 10/08/2025 Days:W 7:00PM - 9:00PM Sessions: 1

Keefe Tech, Main Floor, 217

#### Qi Gong - Self Healing - In Person

This class will focus on Eight Brocade Qi Gong, a group of eight exercises whose origin can be traced back in China over two thousand years. The eight movements are designed to tune up all organ systems, to build a healthier body, and to help prevent disease. **Instructor: Joseph Foley.** 

QIGONG1-Fall2025 \$39.00 11/12/2025 - 11/12/2025 Days:W 7:00PM - 9:00PM Sessions: 1

Keefe Tech, Main Floor, 217

#### **HOBBIES / BRIDGE**

#### **Beginners' Bridge - In Person**

After completing this course, you will be able to play Contract Bridge with novices and experts alike. The class starts with a short lecture. We then split up into groups of four to practice newly learned points. There will be plenty of opportunity for questions in this very informal and fun setting. **No Class:** 9/23, 9/30 & 11/11. Instructor: Tony Keats.

HOBBY2-Fall2025 \$149.00 09/09/2025 - 11/18/2025 Days:Tu 6:30PM - 9:00PM Sessions: 8

Keefe Tech, Second Floor, 309



#### **Inclement Weather Class Cancellations -**

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

#### **HOBBIES / BRIDGE**

#### 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. The course will go on to cover a few other useful conventions used by many duplicate bridge players as well as the popular Two Over One Game Force bidding system. There will be ample time allowed for practice hands to help in learning new concepts covered each week. This is a fun and informal class. **No Class: 10/2. Instructor: Tony Keats.** 

HOBBY1-Fall2025 09/11/2025 - 11/06/2025 6:30PM - 9:00PM Keefe Tech, Second Floor, 309 \$149.00 Days:Th Sessions: 8



#### **HOME & GARDEN**

#### **Basic Pruning for the Home Garden - In Person - NEW!**

Are your shrubs and bushes overgrown, hydrangeas not blooming? Afraid you will kill or disfigure your shrubs when you prune them? Come learn how and when to prune your shrubs properly so they will flower beautifully and look like you are a professional pruner. Discussion of the best pruning tools will also be discussed. Bring your questions and be prepared for the spring! Instructor: Jonathan Stein.

HGLS14-Fall2025 12/02/2025 - 12/02/2025 6:00PM - 7:30PM Keefe Tech, Main Floor, 206 \$39.00 Days:Tu Sessions: 1

#### Interior Design Fundamentals for a Successful Renovation - In Person

This course is tailored for anyone undertaking a renovation or new construction project—whether residential or commercial—who wants to avoid common pitfalls and create functional, safe, and healthy spaces. It is ideal for homeowners, aspiring designers, general contractors, and subcontractors. With a shared goal of completing projects on time, within budget, and to everyone's satisfaction, this class equips students with practical tools, essential design strategies, and insights into frequent (and often expensive) mistakes that can be prevented. Please see the online description for a list of topics that will be covered. **Instructor: Celine Riard.** 

HGLS12-Fall2025 10/22/2025 - 11/12/2025 6:00PM - 8:00PM Keefe Tech, Main Floor, 206 \$109.00 Days:W Sessions: 4

## We're Hiring Electrical Instructors

#### **About the Position**

We are currently seeking dedicated and knowledgeable instructors for our Electrical Code Modular Program. As an instructor, you will have an opportunity to share your knowledge with adults who are just starting out in the field. You will be responsible for teaching 1 or 2 Modules during our Spring and Fall semesters. The ideal candidate would be available 2-3 nights a week after 5pm or on Saturday mornings.

#### **Requirements:**

- Teaching experience
- Possesses a Master Electrician License

#### **How to Apply**

Please send your resume to Soraya Winters at swinters@jpkeefehs.org to apply. If you have any questions, please call Keefe at Night at (508) 416-2170.



#### **LANGUAGE ARTS**

#### English Language Course -Levels/Niveles 1, 2, 3 & 4 -In Person

#### Welcome/Bienvenidos/Bemvindos/Benvenuti/Bienvenue!

We offer 4 levels of English Language study: Beginner, Advanced Beginner, Intermediate and Advanced. If you have never taken English language classes and consider yourself a beginner - you will be placed in Level 1 and do not 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 Wednesday, August 13 between 4:00 p.m. and 7:00 p.m. Plan on a half hour for completion of the process.

The total cost for the class is \$299 for each level and includes two books.

**Cursos de Inglés:** 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 Miércoles 13 de Agosto entre las 4:00 p.m. y 7:00 p.m. Planifique media hora para completar el proceso.

El costo total de la clase por cada nivel es \$299 e incluye 2 libros.

Aulas de Inglês: 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 Alunos:** Para os níveis 2, 3 e 4 haverá um teste de nivelamento na Keefe Tech na Quarta-feira, 13 de agosto das 4:00 às 7:00 p.m. Planeje meia hora para a conclusão do processo.

O custo total da aula é: \$299 para cada nível. Dois livros estão incluídos no custo do curso.

No Class/No hay Clases/Aulas: 9/23, 9/30, 10/2, 11/11, 11/20 & 11/27.

#### Instructors:

Nevin Aziz Kim McCormack Marylee Mullin Valerie Rector Vicki Kravitz Linda Strayhorn

ABESLLEVEL1- 4 Fall2025 \$299.00 09/09/2025 - 12/11/2025 Days:Tu,Th 6:00PM - 9:00PM Sessions: 22

#### **American Sign Language**

#### American Sign Language - Beginner - In Person

In this class, you will learn the basics of American Sign Language. The group is very interactive. You will gain experience and a foundation for basic sign language conversation skills. You will also learn about deaf environment and culture. Required text book to be purchased by students in advance of class: Signing Illustrated by Mickey Flodin ISBN 978-0-399-53041-8. No Class: 10/13. Instructor: Kathleen Romeo.

LASL18-Fall2025 \$149.00 09/08/2025 - 11/17/2025 Days:M 6:00PM - 7:30PM Sessions: 10

Keefe Tech, Second Floor, 311

#### **International Languages**

#### Italian - Beginner - In Person - NEW!

If you will be traveling to Italy for business or pleasure or just enjoy the language and want to understand some delightful phrases, please join us in learning and experiencing this expressive language and the rich culture of Italy. We will cover basic grammar concepts and common and useful expressions while developing your vocabulary and writing skills. As we move forward, you will gain confidence in speaking Italian. Participation and continuous interaction are a must. Please join us to have some fun! Please view the online description for information on the book that you will need to purchase in advance of class. Instructor: Massimo Laurora.

ITALIAN01-Fall2025 \$169.00 10/01/2025 - 12/03/2025 Days:W 6:00PM - 8:00PM Sessions: 10 Keefe Tech, Second Floor, 311

#### French - Beginner - In Person

This course is designed to teach the basics of French and is perfect for beginners. The main goal is to help you build and correctly pronounce simple sentences by the end of the 8 sessions. A strong emphasis is placed on practicing pronunciation through regular reading exercises. You will learn to use the alphabet, numbers, and key concepts such as verb tenses, basic vocabulary, adjectives, possessive pronouns, and negative sentence structures. This interactive program provides you with the essential tools to effectively improve your written and spoken French. Please view the online description for information on the book that you will need to purchase in advance of class. No Class: 10/13. Instructor: Annabelle Lebas.

LAFRENCH01-Fall2025 \$99.00 09/08/2025 - 11/03/2025 Days:M 6:00PM - 8:00PM Sessions: 8

Keefe Tech, Main Floor, 201

Keefe at Night's cancellation and refund policy can be found on page 25.

#### **LANGUAGE ARTS**

#### French - Intermediate - In Person

This course is ideal for students who already have a basic foundation in French and are ready to build greater confidence in using the language. Over the 8 sessions, you will strengthen your listening and speaking skills through a mix of structured practice and real-life scenarios. You'll watch short videos to improve oral comprehension and take part in interactive activities such as creating dialogues and practicing role-plays. Please view the online description for information on the book that you will need to purchase in advance of class. No Class: 9/23, 9/30 & 11/11. Instructor: Annabelle Lebas.

FRENCH03-Fall2025 \$99.00 09/09/2025 - 11/18/2025 Days:Tu 6:00PM - 8:00PM Sessions: 8

Keefe Tech, Main Floor, 202

#### Conversational French - In Person

Parlez-vous français? Absolument! This course is for individuals with an Advanced Level of proficiency in French. Practice with Annabelle, a native speaker of French. Students in this class will have an opportunity to develop conversation based on their personal interests. They are encouraged to come to class with a list of topics they would like to discuss (in French) during class. This approach will help students feel more confident about their conversation and debate skills. Instructor: Annabelle Lebas.

LAFRENCH04-Fall2025 \$119.00 09/24/2025 - 11/12/2025 Days:W 6:00PM - 8:00PM Sessions: 8 Keefe Tech, Main Floor, 202

#### Tourists' Guide to Paris and France - In Person

Join Anabelle Lebas on a fun and informative "tour" of France and its culture. In this class you will learn basic survival French vocabulary, necessary for travelers who do not speak French. You will learn about Paris destination spots and how to utilize public transportation. Anabelle will share her personal experience on how to get the most out of Paris. She will also touch upon France's 13 regions. **Instructor: Annabelle Lebas.** 

LAFRENCHTOURISTFall2025 \$49.00 11/24/2025 - 12/01/2025 Days:M 6:00PM - 8:00PM Sessions: 2 Keefe Tech, Main Floor, 209



#### **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. They will also learn first-hand about Brazilian culture through music, cuisine and history. Taught by a native speaker of Brazilian Portuguese, students will have the opportunity to listen and to practice correct pronunciation. Although the focus is conversation, the course will also help improve reading and writing skills. This course is recommended for individuals who plan to travel to Brazil or interact with Brazilian co-workers, clients, friends or family. Materials are included in the cost of tuition. **Instructor: Eliane Vaz Louison.** 

LAPORTUGUESE1-Fall2025 \$209.00 09/03/2025 - 11/19/2025 Days:W 6:00PM - 8:30PM Sessions: 12

Keefe Tech, Main Floor, 205

#### 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. There will be opportunities to read and write through home assignments. Your instructor, a native speaker of Brazilian Portuguese, looks forward to sharing the love of her culture and language with you. This course is recommended for individuals who want to immerse themselves in Brazilian culture, and for students with Brazilian heritage who want to feel more confident when communicating with family and friends. Materials are included in the cost of tuition. No Class: 10/6, 10/13, 11/3 & 12/1. Instructor: Eliane Vaz Louison.

LAPORTUGUESE2-Fall2025 \$189.00 09/15/2025 - 12/15/2025 Days:M 6:00PM - 8:30PM Sessions: 10 Keefe Tech, Main Floor, 205

#### **Basic Spanish Conversation - In Person**

Whether it has been a few months or many years since you studied Spanish, you can have satisfying and fun basic conversations in Spanish using TPRS (Teaching Proficiency through Reading and Storytelling) and Comprehensible Input. This approach focuses on meaningful language exposure and active engagement through storytelling and reading. Instructor: Marylee Mullin.

LASP05-Fall2025 \$169.00 09/17/2025 - 11/19/2025 Days:W 6:00PM - 8:00PM Sessions: 10 Keefe Tech, Main Floor, 219

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

## Careers in Medical and Allied Health

#### **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.

\*The 160-hour externship begins shortly after successful completion of the program.

MEDCMA1-Fall2025 09/16/2025 - 12/18/2025 Tu, Th: 6:00PM - 9:30PM Sa: 9:00AM - 4:30PM (7 Saturdays) \$2749.00 Days: Tu,Th,Sa Sessions: 34

#### **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.

\*The externship begins shortly after successful completion of the program.

MEPHLEBT1-Fall2025 09/29/2025 - 12/08/2025 M, W: 6:00PM - 9:30PM

Sa: 9:00AM - 3:00PM (4 Saturdays)

\$1979.00 Days: M,W,Sa Sessions: 24

#### **Emergency Medical Technician Certification Training**

This hybrid 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.

MEDEMT1-Fall2025 09/18/2025 Orientation; 6:00 - 8:00PM 09/20/2025 - 12/13/2025 9:00AM - 1:00PM \$1199.00 Days: Th Days: S Sessions: 12



## **Become Certified in Less Than 4 months!**

### **Programs:**

- Clinical Medical Assistant Certification Training
- Phlebotomy Technician Certification Training
- Emergency Medical Technician, EMT Certification Training Program - Hybrid Format

### **Program Certifications:**

Clinical Medical Assistant and Phlebotomy Technician students successfully completing their program are eligible to sit for the National Healthcareers exam.

EMT students successfully completing the EMT program are eligible to become certified nationally and in the Commonwealth of Massachusetts.

#### **MEDICAL AND ALLIED HEALTH CERTIFICATION TRAINING**

#### **Clinical Medical Assistant Certification Training - In Person**

This certification program includes 140 hours of classroom lectures and hands-on labs. The course also includes a 160-hour clinical externship opportunity. The clinical externship provides students with an opportunity to perform hands-on work with actual patients at a local medical facility. Many employers require hands-on clinical experience as part of their hiring process. **Books and materials are included in the cost of tuition.** 

In this course students will train on how to assist physicians by performing functions related to the clinical responsibilities of a medical office. The class meets on Tuesdays and Thursdays and on 7 Saturdays. A full schedule is posted online.

**Certification:** The program meets all of the necessary requirements to sit for the National Healthcareer Association, NHA, Clinical Medical Assistant (CCMA) Exam. An in-person testing session will be arranged.

Requirements to sit for the exam: Successful completion of the CCMA program and a High School Diploma or Equivalency. **Students will be responsible for paying the \$165 testing fee.** 

**Clinical Externship:** To be eligible for the externship, students must successfully complete the 140-hour classroom program, submit to a thorough background check, drug screening and meet other requirements. Please note that students must meet the healthcare provider's requirements and safety mandates.

Payment Plan: 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% one month into the 140-hour classroom program. No Class: 11/11 & 11/27. Instructor: Nicole Williams, CCI.

MEDCMA1-Fall2025 09/16/2025 - 12/18/2025 Tu, Th: 6:00PM - 9:30PM Sa: 9:00AM - 4:30PM Keefe Tech, Second Floor, 323 \$2749.00 Days:Tu,Th,Sa Sessions: 34



#### Phlebotomy Technician Certification Training - In Person

This certification program includes 90 hours of classroom lecture, hands-on labs, and a clinical externship of up to 120 hours. The clinical externship provides students with an opportunity to perform hands-on work with actual patients at a local medical facility. Many employers require hands-on clinical experience as part of their hiring process. **Books and materials are included in the cost of tuition.** 

The class meets on Mondays and Wednesdays and on 4 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 all of the necessary requirements to sit for the National Healthcareer Association Phlebotomy Technician (CPT) Exam. An in-person testing session will be arranged.

Requirements to sit for the exam: Successful completion of the CPT program and a High School Diploma or Equivalency. Students will be responsible for paying the \$165 testing fee.

Clinical Externship: This program includes an externship of up to 120 hours. To be eligible for the clinical externship, students must successfully complete the 90-hour classroom program, submit to a thorough background check, drug screening and meet other requirements. Please note that students must meet the healthcare provider's requirements and safety mandates.

Payment Plan: 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% one month into the 90-hour classroom program. No Class: 10/13 & 11/26. Instructor: Lucy Fonseca, CCI.

MEPHLEBT1-Fall2025 \$1979.00 09/29/2025 - 12/08/2025 Days:M,W,Sa M, W: 6:00PM - 9:30PM Sessions: 24

Sa: 9:00AM - 3:00PM

Keefe Tech, Second Floor, Media Room by Library



## **Inclement Weather Class Cancellations -**

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

## MEDICAL AND ALLIED HEALTH CERTIFICATION TRAINING

#### Emergency Medical Technician, EMT Certification Training Program - Hybrid Format

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). 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; and have strong verbal and communication skills.

Class Format: The class will meet for orientation at Keefe Tech on Thursday, September 18 from 6-8pm. This is a hybrid course, which consists of online self-paced, and in person hands-on classes. You will receive your login credentials for the online portion of the course in advance of class. A good portion of the class is online/self-paced. This portion requires you to complete weekly assignments on your own, which will cover the didactic portion of the course. The hands-on portion of the class will take place in person at Keefe Tech on Saturdays from 9:00 a.m.-1:00 pm. During the in-person classes, the class will cover the psychomotor, or hands-on portion of the course. Please view the online description for a full schedule of classes and information on materials that you will need to purchase. Instructor: Metro-West EMS Educators Staff.

MEDEMT1-Fall2025 \$1199.00

09/18/2025 Orientation; 6:00 - 8:00PM Day:Th

09/20/2025 - 12/13/2025; 9:00AM - 1:00PM Days: S Keefe Tech, Second Floor, 320 Sessions: 12

#### Heartsaver® CPR AED Training - In Person - New!

The Heartsaver CPR AED course trains participants to give CPR, and use an automated external defibrillator (AED) in a safe, timely, and effective manner. Reflects science and education from the American Heart Association Guidelines Update for CPR and Emergency Cardiovascular Care (ECC). The AHA Heartsaver CPR AED Course is designed for anyone with limited or no medical training who needs a course completion card in CPR and AED to meet job, regulatory, or other requirements. After successful completion of the program, we will submit all of the necessary paperwork for your certificate.

MEDCPR-Fall2025 \$99.00 11/01/2025 - 11/01/2025 Days:Sa 9:00AM - 1:00PM Sessions: 1 Keefe Tech, Second Floor, 323

We look forward to seeing you in Fall!

#### **PERSONAL ENRICHMENT**

#### Mindfulness In the Modern World - In Person

This class highlights small changes that everyone can make in their lives, resulting in positive and long-term impacts. We work on the connection between improving one's focus, sleep, nutrition, movement, meditation, and relationships with compounding changes in the way we experience life and the people in it. **Instructor: Weronika Zawora.** 

HEALTHW18-Fall2025 \$39.00 11/19/2025 - 11/19/2025 Days:W 6:00PM - 9:00PM Sessions: 1 Keefe Tech, Main Floor, 208

#### **PET HEALTH**

#### Pet First Aid and CPR for Cats and Dogs Certification - In Person

This class will give you the tools to be ready in case of an emergency. At the conclusion of class you will receive a Certification of Completion wall certificate and wallet card good for 2 years. We look forward to teaching you these very valuable skills and helping you truly be your pet's best friend. Please view the online course description to see a list of topics that will be covered. Instructor: Laura McCallion.

 HEALTHWPETS-Fall2025-1
 \$89.00

 09/17/2025 - 09/18/2025
 Days:W,Th

 6:00PM - 9:00PM
 Sessions: 2

Keefe Tech, Main Floor, 215

 HEALTHWPETS-Fall2025-2
 \$89.00

 11/12/2025 - 11/13/2025
 Days:W,Th

 6:00PM - 9:00PM
 Sessions: 2

Keefe Tech, Main Floor, 215

#### **Connecting With Your Cat - In Person**

In this class, students will discuss cat safety - do's and don'ts, and observations of which you should be aware. Students will also learn about socialization, the meaning of certain behavior. The aim of this class is to help create a stronger bond between you and your cat. We will also have a Q & A period. **Instructor: Annabelle Lebas.** 

HEALTHPETS5-Fall2025 \$39.00 12/03/2025 - 12/03/2025 Days:W 6:00PM - 9:00PM Sessions: 1 Keefe Tech, Main Floor, 210



## Construction Supervisor Unrestricted License Exam Preparation

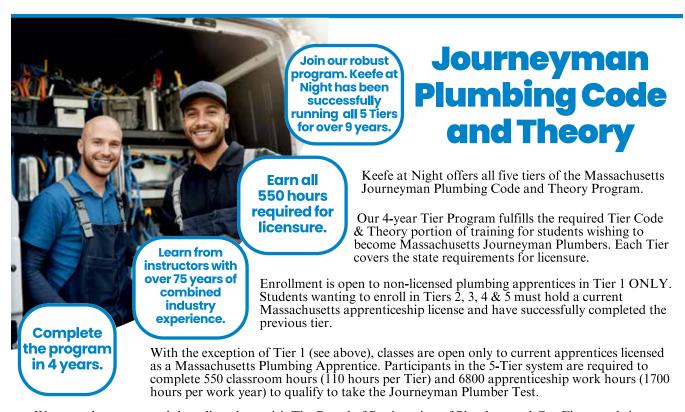
Registration Deadline: October 15. Only a person licensed by the Massachusetts Board of Building Regulations and Standards may supervise the construction and renovation of all one and two family dwellings and all buildings containing less than 35,000 cubic feet of enclosed space. This class will help you prepare for your Massachusetts Construction Supervisor Unrestricted License exam. This course requires students to devote a significant amount of time familiarizing themselves with the building code materials and methods of preparation for the exam.

All Textbooks and Study Materials (\$500 value) are included in the cost of tuition.

Prerequisite to take the State Exam: Three years of documentable construction experience.



CONSTRUCTLIC-Fall2025 10/22/2025 - 12/03/2025 6:00PM - 8:00PM \$899.00 Days: W Sessions: 6



We strongly recommend that all students visit 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.

A competitive 200-hour Tier 1 Tuition-Free Program is available for qualifying applicants. Please see page 21 for more information. The grant-funded Tier 1 program will be offered in September 2026.

#### **REAL ESTATE**

#### Home Buying Workshop - Virtual Platform/Live Instruction

Spend an evening learning essential information, strategies and tips that can help to save money and avoid expensive mistakes in the home buying process. A Zoom link will be sent to your email account in advance of class. Instructor: Faina Shapiro.

FINRE4-Fall2025 \$39.00 11/06/2025 - 11/06/2025 Days:Th 6:30PM - 9:00PM Sessions: 1 Offsite, Live Virtual Classroom, Online Learning

#### How to Sell Your Home Workshop - Virtual Platform/Live Instruction

Learn how to hire the right agent and what you need to know if you plan on selling without an agent. The class will also cover what's necessary to fix before listing and what isn't, what buyers want, and what costs are associated with selling. A Zoom link will be sent to your email account in advance of class. Instructor: Faina Shapiro.

FINRE6-Fall2025-Section1 \$39.00
10/16/2025 - 10/16/2025 Days:Th
6:30PM - 9:00PM Sessions: 1
Offsite, Live Virtual Classroom, Online Learning

FINRE6-Fall2025-Section2 \$39.00 12/11/2025 - 12/11/2025 Days:Th 6:30PM - 9:00PM Sessions: 1

Offsite, Live Virtual Classroom, Online Learning

#### Real Estate Investing Workshop - Virtual Platform/Live Instruction

Along with learning how to buy an income-generating rental property in this competitive market, we will discuss Massachusetts laws that every landlord needs to know to protect themselves. A Zoom link will be sent to your email account in advance of class. Instructor: Faina Shapiro.

FINRE7-Fall2025 \$39.00 09/25/2025 - 09/25/2025 Days:Th 6:30PM - 9:00PM Sessions: 1 Offsite, Live Virtual Classroom, Online Learning

#### REIKI

#### Usui/Holv Fire Reiki. Level 1 Certification - In Person

In this class you will gain a general understanding of the concept of chakras, auras and Reiki energy using scanning and traditional hand positions. This class is for beginners, or anyone interested in learning more about energy healing. Training consists of lectures as well as hands-on practice. Certification will be presented at completion of course. Please view the online description for information on the book you will need to purchase in advance of class. Instructor: Ashley Olstein.

REIKI1-Fall2025 \$99.00 10/21/2025 - 10/28/2025 Days:Tu 5:30PM - 8:30PM Sessions: 2 Keefe Tech. Second Floor. 314

## 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 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

#### REIKI

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

In this class you will learn full treatment techniques including advanced body scanning and meditations. Gain a deeper understanding of: Using Reiki healing to help clear negative energies and emotions from people, distant healing, helping to heal trauma and unwanted habits. This class will be a first step in preparing you to open your own Reiki practice or integrate it into your daily life. Certification will be presented after completion of the class. **Prerequisite:** Successful completion of the Usui/Holy Fire Reiki Level 1 Certification course. **Please view the online description for information on the required textbook. Instructor: Ashley Olstein.** 

CAREERR2-Fall2025 \$99.00 11/18/2025 - 11/25/2025 Days:Tu 5:30PM - 8:30PM Sessions: 2

#### **SERVSAFE CERTIFICATION**

Keefe Tech, Second Floor, 314

#### ServSafe Manager Training/Certification Testing - In Person

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. Please view the online description for information regarding the suggested book for this class. Instructor: Lynn Petrowski.

SSCERT01-Fall2025-Section1 \$169.00 10/07/2025 - 10/08/2025 Days:Tu,W 4:00PM - 7:30PM Sessions: 2

Keefe Tech, Main Floor, 209

SSCERT01-Fall2025-Section2 \$169.00 12/02/2025 - 12/03/2025 Days:Tu,W 4:00PM - 7:30PM Sessions: 2 Keefe Tech, Main Floor, 208



#### **SPORTS**

Pickleball classes will be held at the Longfellow Pickleball Center at 522A Boston Post Road, Wayland, MA. It's directly across the street from the Longfellow Health and Tennis Club. If you have any questions not related to registration and costs, please contact the Center at: 508-769-0768.

## Pickleball: Beginner Level - At the Longfellow Club in Wayland This class is limited to 8 participants. Sign up today to secure your spot.

This program is for players with little to no playing experience, looking to learn the basics of the game. In this session, we will teach you the essential shots and skills, focusing on form and getting players many repetitions. We will also address basic strategy, and introduce you to gameplay as we go along. Paddles are not required, as we have demo paddles at the club, but are highly recommended if you plan to play a lot. **Instructor: Staff, Longfellow Pickleball Center.** 

PICKLEBALL1-Fall2025 \$229.00
09/06/2025 - 11/08/2025 Days:Sa
12:00PM - 1:30PM Sessions: 10
Offsite, Pickleball Center at Longfellow, Across from Club

## Pickleball: Advanced Beginner/Intermediate Level - At the Longfellow Club in Wayland

This class is limited to 8 participants. Sign up today to secure your spot.

This program is for players with moderate playing experience, or higher-level racket sport players (tennis, squash etc.) looking to improve their skills. In this session, we will continue to focus on those essential skills learned in the beginner class, with more focus on accuracy and placement. We will also dive a little deeper into the strategy of the game, helping you further improve your play. Paddles are not required, as we have demo paddles at the club, but are highly recommended if you plan to play a lot. **Instructor: Staff, Longfellow Pickleball Center.** 

 PICKLEBALL2-Fall2025
 \$229.00

 09/06/2025 - 11/08/2025
 Days:Sa

 1:30PM - 3:00PM
 Sessions: 10

 Offsite, Pickleball Center at Longfellow, Across from Club



#### **TRADES - LICENSE EXAM PREPARATION**

#### **Trades - Construction**

## Construction Supervisor Unrestricted License Exam Preparation - In Person

Space is limited. Registration Deadline: October 15, 2025. This class will help you prepare for your Massachusetts Construction Supervisors unrestricted license exam. The course 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, students will be able to retain the process of the system in order to find the answers to the test questions that will be presented. In addition to class time, students will be expected to work on practice exams and to read 6-8 hours per week. All Textbooks and Study Materials (\$500 value) are included in the cost of tuition. Prerequisite to take the State Exam: Three years of documentable construction experience. No Class: 11/26. Instructor: Mass Nail It Staff.

CONSTRUCTLIC-Fall2025 \$899.00 10/22/2025 - 12/03/2025 Days:W 6:00PM - 8:00PM Sessions: 6 Keefe Tech, Main Floor, 201

#### **Trades - Electrical**

## Electrical Journeyman, Module 1 - 200 Hours - Starts in January 2026

This course is only available to students who qualify for grant funding. Please view the full ad on page 6 for details.

#### Electrical Code - Journeyman, Module 2 - In Person

In Module 2 topics will include Electrical Bonding and Grounding, Low Voltage Systems and Controls, Fire Warning and Security Systems as well as Design and Testing (NFPA 72). This class 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. Important: All students must have the current edition of the NEC in class. Other books on the reading list are optional. All classes start promptly on time in order to ensure state policy compliance. No Class: 9/23, 9/30, 10/2, 11/11, 11/20 & 11/27. Instructor: Kenneth Webb.

ELECTRICMOD2-Fall2025 \$559.00 09/04/2025 - 12/04/2025 Days:Tu,Th 5:00PM - 9:00PM Sessions: 21 Keefe Tech, Main Floor, 222

#### Electrical Code Journeyman, Module 3 - In Person

This program is for everyone continuing their studies in the Electrical Code Journeyman Module program. It is open to all seeking licensure in Massachusetts. The curriculum includes: National Electrical Code application of DC Theory, Massachusetts Electrical Code and Amendments (527 CMR 12.00) and Wiring Methods. Students must complete assigned exams to receive certified hours, as required. Important: Students must have the current edition of the NEC in class, and must complete assigned exams to receive certified hours, as required. No Class: 9/11, 9/23, 9/30, 10/2, 10/21, 11/6, 11/11, 11/18, 11/20, 11/27 & 12/4. Instructor: Ben Hall.

ELECTRICMOD3-Fall2025 \$559.00 09/04/2025 - 12/18/2025 Days:Tu,Th 5:00PM - 9:00PM Sessions: 20

Keefe Tech, Ground Floor, Electrical Related

#### **HVAC-Oil and Gas Burner Technology**

## HVAC - Oil and Gas Burner Technology - 200 Hours - Starts in January 2026

This course is available to students who qualify for grant funding. Please view the full ad on page 7 for details on the tuition-free program.

#### **Trades - Plumbing**

### Plumbing Journeyman, Tier 1 - 200 Hours - Starts in September 2026

This course is only available to students who qualify for grant funding. Please view the full ad on page 8 for details on the tuition-free program.

#### **Keefe at Night Full Tier Program**

Keefe at Night offers all 5 tiers of the Massachusetts Journeyman Plumbing Code and Theory Program. Our 4-year Tier Program fulfills the required Tier Code & Theory portion of training for students wishing to become Massachusetts Journeyman Plumbers. Each Tier covers the state requirements for licensure which can be found on the website at https://www.mass.gov/info-details/plumbing-tier-program. Enrollment is open to nonlicensed plumbing apprentices in Tier 1 only.. Students wanting to enroll in Tiers 2, 3, 4 & 5 must hold a current Massachusetts apprenticeship license and have successfully completed the previous tier. You will not be able to enroll in Tier 2 until you have successfully completed Tier 1 and have attained a Massachusetts Plumbing Apprentice license. (All tiers must be taken in consecutive order.)

With the exception of Tier 1 (see above), classes are open only to current apprentices licensed as a Massachusetts Plumbing Apprentice. Participants in the 5-Tier system are required to complete 550 classroom hours (110 hours per Tier) and 6800 apprenticeship work hours (1700 hours per work year) to qualify to take the Journeyman Plumber Test. Additional information on apprenticeship requirements can be found on the website at the following link: 248 CMR 11 (mass.gov)

We strongly recommend that all students visit 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 current edition of the codebook to every class.

All students should have a copy of the current MA State Plumbing Code for all 5 Tiers. Codebooks can be purchased online at: https://www.phccma.org/ecommerce/code-books.rhtml

#### Plumbing Code and Theory Tier 1 with OSHA - In Person

PLUMBING.TIER1-Fall2025 \$978.00 09/02/2025 - 12/04/2025 Days:M,Tu,Th 5:00PM - 8:30PM Sessions: 34

Keefe Tech, Main Floor, 216
Instructor: Jamie Prevosk

No Class: 9/23, 9/30, 10/2, 10/13, 11/11, 11/20 & 11/27.

## TRADES - LICENSE EXAM PREPARATION

## Plumbing Code and Theory Tier 2 - In Person - Full Semester will begin in January 2026.

#### Plumbing Code and Theory Tier 3 - In Person - First Semester

In order to enroll in Tier 3, you must have successfully completed the required 110 code hours in Tier 2.

PLUMBING.TIER3-Fall2025 09/04/2025 - 10/21/2025 5:30PM - 9:00PM Keefe Tech, Main Floor, 217

Days:M,Tu,Th Sessions: 17

\$479.00

Instructor: John Ryder

No Class: 9/23, 9/30, 10/2 & 10/13.

#### Plumbing Code and Theory Tier 4 - In Person - First Semester

In order to enroll in Tier 4, you must have successfully completed the required 110 code hours in Tier 3.

PLUMBING.TIER4-Fall2025 \$479.00 09/04/2025 - 10/21/2025 Days:M,Tu,Th 5:00PM - 8:30PM Sessions: 17

Keefe Tech, Main Floor, 218 Instructor: Matthew Flynn

No Class: 9/23, 9/30, 10/2 & 10/13.

#### Plumbing Code and Theory Tier 5 - In Person - First Semester

In order to enroll in Tier 5, you must have successfully completed the required 110 code hours in Tier 4.

PLUMBING.TIER5-Fall2025 \$479.00 09/09/2025 - 11/18/2025 Days:Tu,Th 5:00PM - 8:30PM Sessions: 17

Keefe Tech, Main Floor, 220 **Instructor: Eric Gordon** 

No Class: 9/23, 9/30, 10/2 & 11/11.



#### **TRAVEL**

#### New York Bus Trip / Broadway - November 22, 2025

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 gym. Look for the Bloom Charter bus. Trip leader: Doug Sanders.

TRIPSNY01-Fall2025 \$109.00 11/22/2025 - 11/22/2025 Days:Sa 7:30AM - 11:00PM Sessions: 1

Keefe Tech, Offsite, BUS TRIP

#### WELDING

## Basic Welding - Mondays and Wednesday OR Tuesdays and Thursdays

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. 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 dates for both classes: 10/13, 11/11, 11/20 & 11/27. Instructor: John Nolan.

#### Basic Welding - In Person, M/W

WE01MW-Fall 2025 \$429.00 10/06/2025 - 11/24/2025 Days:M,W 6:00PM - 9:00PM Sessions: 14 Keefe Tech. Ground Floor. Metals & Fabrication

#### Basic Welding -- In Person, T/Th

WEFAB02-Fall2025 \$429.00
10/07/2025 - 12/02/2025 Days:Tu,Th
6:00PM - 9:00PM Sessions: 14
Keefe Tech, Ground Floor, Metals & Fabrication

Keefe at Night's cancellation and refund policy can be found on page 25.

#### GENERAL INFORMATION AND PROCEDURES — FALL 2025 (CONTINUED ON PAGE 26)

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

#### Safety Protocols for In-Person and Hybrid

<u>Courses:</u> Students attending in-person and hybrid courses must adhere to safety protocols in place at the time their class is running.

#### **Office Hours:**

#### Starting on September 3 through mid December

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

Friday: 9:00 a.m. to 4:00 p.m.

## Scheduled School Closings & Class Cancellations

9/23, 9/30, 10/2, 10/13, 11/11, 11/20, 11/27 & 11/28.

Please check your registration receipt for possible additional cancellation dates for your specific class/es.

<u>Tuition/Registration Payment:</u> 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 the 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, 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: The required minimum age is 18 for Keefe at Night Programs. The New York/Broadway is open to children 13 years of age and up.

<u>Late Registration:</u> Students may register for a class after the start date only with the approval of the Instructor and the Program Manager. Tuition is not prorated.

#### **Refund Policy for Courses**

Cancellation for All Classes: If Keefe at Night cancels classes, you will receive a full refund.

#### 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. There are no refunds for payments for the New York Trip. You can, however, transfer your seat to someone else.
- 5. No course credit vouchers or refunds will be issued after the start of class.

Withdrawal course credit vouchers are valid for 2 years from the date of issue.

#### GENERAL INFORMATION AND PROCEDURES — FALL 2025 (CONTINUED FROM PAGE 25)

#### Missed Classes in Certification/Licensing

<u>Programs:</u> 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.

<u>Certificates of Completion:</u> Certificates of completion will be provided for licensing and certification courses. If you need a certificate for confirmation of attendance, please let us know, and we will prepare one for you.

There is 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 this Catalog.

<u>Change of Instructor:</u> 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 Classes. If Keefe Regional Technical High 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) which connects you to our Facebook page: https://www.facebook.com/keefetechconted/.

#### **Textbooks/Class Supplies:**

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

<u>Class Locations:</u> 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.

If you are taking dance lessons, it would be best to park by the Winter Street entrance side of the building. Belly dancing classes take place in the auditorium, closest to the entrance near Loring Arena.

<u>Policies:</u> 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: **continuinged@jpkeefehs.org**.

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



# Keefe at Night - Registration Form First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_ Email Address: \_\_\_\_\_ Best Phone #: \_\_\_\_\_ Course ID | Course Title | Class Dates | Tuition Amount

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.

Participants must be 18 or older in order to enroll in Keefe at Night programs.

Form of Payment:	Check No	(Payable to Keefe	at Night)	MasterCard	Visa	_
Credit Card Number:			Ex	oiration Date: _		
Authorization Code: _		Name of Card Holder:				
Billing Address If Different from Above:						

#### **Refund Policy**

#### **Refund Policy for Courses/Trips**

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. There are no refunds for payments for the New York Trip. You can, however, transfer your seat to someone else.
- 5. No course credit vouchers or refunds will be issued after the start of class.

Withdrawal course credit vouchers are valid for 2 years from the date of issue.

## Keefe at Night

750 Winter Street Framingham, MA 01702 Non-Profit
US Postage
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Framingham, MA
Permit #67
Carrier Route
Pre-Sort

**ECRWSS** 

#### Residential Customer

Arts & Crafts	4-5
Visual Arts	4
Floral Design	4
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Visit Us on Facebook: www.facebook.com/keefetechconted

Join Us this Fall! Call 508-416-2170 or visit us online at www.keefeatnight.org