

## CONTINUUM WINTER/SPRING 2010



My little owl friend says you can gain some new wisdom, insights or skills by enrolling in one of the many offerings in this catalog. Courses range from free lecture and film series, to face-to-face classes with experienced instructors, to instructor-lead online courses.

Categories of course offerings include:

1. Business, Finance and Professional Development (including teachers)
2. Photography
3. Youth Programs – including dates for this summer
4. Computer Applications
5. The Humanities
6. Health & Personal Enrichment
7. Theatre Trips
8. International Dinners, Languages & Culture
9. College of the Emeriti (life-long learners)

Register now to insure your class spot and a new outlook.

*Vickie Richmond Hawkins*

Director, Continuing Education  
UW-Marathon County

PS: **Learn French in the City of Light!** We have just been approved for a Study Abroad French Immersion trip for May 28 – June 14, 2011. Julie Bunczak from UWMC's World Languages department will lead the trip. You'll live with a host family, take classes in the morning and have your afternoons and weekends open. Contact me for more information.

### What is a CEU?

Continuing Education Units, where indicated, may be awarded upon completion of a course. Ten hours is equivalent to 1.0 CEU. If you need a CEU certificate, request it at the time of registration.



### Online Classes

When you see this computer symbol next to a course – it means the class is offered online for six weeks, and you will need internet access in order to register. CEUs are also awarded for online classes when requested at time of registration. Six-week online courses earn 2.4 CEUs.

### Five Easy Ways to Sign Up for Classes



ONLINE: [www.uwmc.uwc.edu/continuing\\_education](http://www.uwmc.uwc.edu/continuing_education)



Phone: (715) 261-6294



Fax: (715) 261-6333



Mail: Continuing Education Office, UWMC,  
518 S. 7th Ave., Wausau, WI 54401



In Person: Continuing Education Office  
Lower Level – Room 085, UWMC  
from 8:00 AM – 4:30 PM, M-F

### International Dinner/Lecture Registrations

An unpaid phone registration will only hold your space until the Wednesday before the dinner. If your fee has not been received by then, your registration will be cancelled.

### Class Confirmations/Cancellations

Classes are filled on a first-come, first-served basis. You will be sent a confirmation if you request one or register online. Proceed to your class unless you hear from us otherwise.

We reserve the right to cancel any course that does not have sufficient enrollment.

### Refund Policy

A full refund is automatically processed if you cancel ten days or more before the first class session, except for theatre trips. A cancellation fee of \$5 will be charged for cancellations nine days or less before the start of a course. Refunds for limited enrollment courses and theatre trips will be granted only if your space can be filled from a waiting list.

Refunds are not given once the class begins except for ONLINE courses. For online courses a refund, less \$5, will be given up to four working days after the course has begun.

### Weather Conditions Resulting in Class Cancellation

Seldom does the University close due to weather conditions, but should this occur – we will notify those who have supplied us with a daytime phone number and/or email address. Arrangements will be made by your instructor with the class for a make-up session.

### Looking for Instructors

Instructors interested in teaching for Continuing Education should send a resume and course proposal to the Continuing Education Office, UWMC, 518 S. 7th Avenue, Wausau, WI 54401 or email [vickie.richmondhawkins@uwc.edu](mailto:vickie.richmondhawkins@uwc.edu)

### Equal Opportunity

UW-Extension provides equal opportunities in programming, including Title IX requirements. Please advise at the time of registration if you're physically challenged and desire special accommodations.