Continuing Education

NOBODY LEFT BEHIND

Graduate Victor Castillo dedicates life to helping working Bay Area residents earn degree
important notice

COVID-19 Vaccination Interim Policy
csueastbay.edu/together

All students accessing Cal State East Bay campus facilities at any university location must be vaccinated against COVID-19 or have a valid exemption.

To meet this requirement, students must attest to either: being vaccinated, having a valid exemption, or stating that they are not coming to campus. Failure to attest will put a hold on your record.

To learn more on how to attest your status or if you have questions, please visit the university’s COVID-19 FAQ page.

semester highlights

eLearning Certificates
csueastbay.edu/elearning-certificates

Become an effective online educator or trainer and learn how to create teaching or training materials optimized for virtual classrooms with a program that focuses on learner engagement and authentic learning outcomes.

Nonprofit Management
csueastbay.edu/nonprofit

Meet the increasingly challenging demands of nonprofit administration and learn how to improve your organization’s effectiveness with a comprehensive, flexible online program designed for working adults.

Paralegal Studies
csueastbay.edu/paralegal

Build your credentials with a flexible, highly regarded program that empowers you with the educational foundation necessary for a successful career as a paralegal.

upcoming info sessions

Meet the program director, learn more about program requirements and course offerings, as well as network with other professionals.

Paralegal Studies
Wednesday, December 1, 2021, 6-7:00pm PST
RSVP at csueastbay.edu/paralegal

Construction Management
Monday, December 6, 2021, 6-7:00 PM PST
RSVP at csueastbay.edu/construction

Social Media Marketing
Tuesday, January 4, 2022, 6-7:00pm PST
RSVP at csueastbay.edu/social-media-marketing

Nonprofit Management
Wednesday, January 19, 2022, 5-6:00 PM PST
RSVP at csueastbay.edu/nonprofit

contact us

Phone (510) 885-3605
(800) 730-2784

Fax (510) 885-4817

Email ce@csueastbay.edu

In Person Student & Faculty Support
Building 102, Hayward Campus

For complete information on Continuing Education programs and policies, visit our website at www.ce.csueastbay.edu.

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Credits: Dan Bellone, Vanessa Ann Llave, Jade Vierra, Erin Merdinger, and Elias Barboza
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After more than 20 years of social service, public health, correctional and law enforcement experience, Cal State East Bay graduate student and West Valley College Administration of Justice Professor Victor Castillo has learned how difficult it can be for many Bay Area working families to have the capability to receive higher education. Many adults who wish they could attend school have to prioritize their full-time job and family, leaving little to no time for commuting and attending classes on campus.

But with the help of Cal State East Bay’s Online Master of Science in eLearning, which empowers educators to design and implement online courses and modules and use various technology, tools and systems for the virtual learning environment, Castillo will finally get the chance to reach those families and help them achieve their education goals. After graduating from the eLearning program last spring, Castillo began creating a fully online pathway to a career in criminal justice for WVC students. He aims to have it launched by Fall 2022.

“Nobody should be left behind because they have to work nine to five,” said Castillo. “Everybody should have an opportunity to learn and explore their career paths and passion, and we can do that in the online environment because it provides accessibility and flexibility.”

While many classes continue to be held online due to COVID-19, Castillo plans on keeping the classes he is developing online even after California classrooms reopen. Castillo is already brainstorming ways to restructure his current courses and create new ones.

Graduate Victor Castillo dedicates life to helping working Bay Area residents earn degree

By ELIAS BARBOZA
that will be transferable to a four-year college. These will serve as a stepping stone for students who wish to obtain their Associate of Science or Bachelor of Science degrees in criminal justice.

“All of this is just a matter of structuring the courses and making sure the resources are there to make it happen,” said Castillo. “I know there are Bay Area families who work hard and are trying to make a living, so my end goal is equity and accessibility.”

Castillo knows what it’s like to be in one of those Bay Area working families. Growing up in under-resourced Gilroy and San Jose neighborhoods, Castillo watched his parents leave in the early morning to work from sunrise to sunset every day in the farms of the Salinas Valley. The importance of education was never impressed on him. By middle school, Castillo fell into gang culture and dropped out of high school in ninth grade. He spent his days on the street for several years, and nobody guided him or offered to help him during this difficult time in his life. One month after his 17th birthday, Castillo became a father, with no clear vision of where his life was headed.

“There were a lot of times when I felt like giving up, and there wasn’t really anybody there to say, ‘I got you,’” Castillo said. “I never had professors reach out and ask me about my family and how I was doing, and I said to myself, I’m going to do that. I want to become one of those professors who gives students hope.”

With a family of his own, Castillo realized education was the only chance out of his tough situation. He earned his GED when he was 18 and soon after became the first in his family to enroll in college. He attended Gavilan College in Gilroy, and Evergreen Valley College and San Jose City College in San Jose.

“The decision to go to college was all mine and I knew I was going to have to do it all on my own,” said Castillo. “Education is the pathway to a better life and going to college was something I knew I had to do no matter what.”

Castillo pushed forward and earned a bachelor’s degree in administration of justice from San Jose State University and a master’s degree in criminal justice from Boston University.

During this time, he spent the first eight years of his career with a nonprofit, mentoring at-risk youth, previously incarcerated youth and the homeless community. The experience helped him transition into becoming a deputy probation officer, assisting juveniles and adults. He eventually accepted a full-time faculty position at West Valley College in Saratoga, where he’s been teaching mostly on-campus courses, as well as a few online courses, for the past four years. His on-campus courses temporarily moved fully online due to COVID restrictions in 2020.

A significant reason he wants to continue teaching adult learners online after COVID restrictions end is due to the Online MS in eLearning and its professors, according to Castillo. He emphasizes everything he’s learned in the program has been beneficial for his teaching aspirations, and he’s already begun implementing some of those theories in his own courses.

“Before the program, I knew how to present information, but I didn’t know how to maximize teaching,” said Castillo. “I didn’t know all these teaching and online concepts, and I’ve become much better at my craft.

In addition to grading papers and handing out assignments to his 150 students, Castillo focuses his attention on social justice. He holds online forums where he and his students discuss a range of topics, including historical injustices and how different communities deal with police. In addition, Castillo mentors community college students through Puente, a program aimed at assisting students’ transition to a four-year college. He’s also a member of West Valley College’s President’s Commission of Diversity and Equity, where he helps raise awareness of race-related college issues.

“People throw around that term [social justice] all the time, but what is it?” Castillo said. “Just the act of having conversations about social justice and what it means for people who want to be criminal justice practitioners and advocates, social workers, judges and lawyers is important. Not only talking about it but also figuring out ways of action. How can we take that first step? That’s the kind of dialogue I want to bring into the classroom.”

According to Castillo, his passion for what he does comes from reflecting on personal challenges and social barriers he’s faced throughout his life. The milestone that encouraged him to pursue two master’s degrees was hearing his name called when he walked the commencement stage for his bachelor’s degree and seeing his family proud of him.

Today, the 43-year-old father of two lives in Hayward with his two German shepherds. His now 26-year-old daughter lives on her own, and Castillo graduated from CSUEB in May at the same time his 17-year-old son graduated high school.

“I chose to set the bar high for myself,” said Castillo. “I want to set a good example in what I do, and now I hope to see my son get his degree one day.”
Art Museum & Gallery Studies CERTIFICATE PROGRAM

Program Highlights

WEBSITE csueastbay.edu/art-museum-gallery-studies
LENGTH Self-paced
TUITION $2,800 (Tuition fees are subject to change at any time.)

Set yourself apart with university training led by an internationally known instructor and secure your position in art museums, galleries, and cultural centers in the U.S. or internationally.

Spring 2022 Courses

EXTX 400  Gallery and Museum Exhibition
EXTX 401  Theories and Practices of Galleries and Museums
EXTX 402  Internship

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register.
Program Highlights

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<th>WEBSITE</th>
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<tr>
<td>LENGTH</td>
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<td>TUITION</td>
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Designed with you in mind, Big Data Certificate classes are fast-paced, interactive and provide practical skills and tools you can take back to your workplace to apply immediately. Learn how to use data analytics to gain hidden marketplace and product insights that drive improved business decisions.

Spring 2022 Courses

EXTX 370  Big Data Certificate Program

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. This program is appropriate for high potential employees seeking to move up within their organization, as well as seasoned marketing professionals seeking to increase their understanding of the latest technologies. No application is needed to enter this program. To get started, visit the program website to register. This course is offered via partnership with Zschool.
Chemical Dependency Studies  CERTIFICATE PROGRAM

Program Highlights

**WEBSITE**    csueastbay.edu/chemical-dependency

**LENGTH**    12-24 months

**TUITION**    $4,019-$4,435  (*Tuition fees are subject to change at any time.*)

Gain the cutting-edge techniques and skills you need to successfully treat substance abuse and help advance your career in the rewarding field of addiction counseling.

Spring 2022 Courses

**EPSY 809  Basic Counseling Skills II**

**EPSY 812  Sexuality and Addiction**

**EPSY 813  Treatment and Recovery Issues in Chemical Dependency**

**EPSY 814  Substance Abuse and Gender, Culture, Lifestyle and Lifespan Issues**

**EPSY 817  Certification Seminar in Chemical Dependency Studies**

**EPSY 818  Supervised Field Practicum**

Admission

Admission to the Chemical Dependency Studies Certificate Program is open to all students who can satisfactorily complete the program coursework and meet the track-specific requirements:

The CCAPP Track: Minimum of a High School diploma or GED equivalent; minimum of one year sobriety; has successfully completed a college level English writing course.

The CSUEB Certificate Track: AA degree or an equivalent number of college units (84 quarter/56 semester); minimum of one year sobriety.

To apply to the program, please complete the certificate application online at ce.csueastbay.edu, as well as submit official transcripts*.

*Please note: if you studied at Cal State East Bay, you do not need to provide an official transcript.
Coding Bootcamp  TECH BOOTCAMP

Program Highlights

WEBSITE  csueastbay.edu/coding-bootcamp
LENGTH  26 weeks
TUITION  $11,995 *(Tuition fees are subject to change at any time.)*

Learn the in-demand coding skills you need to launch your tech career. You’ll go from novice to professional and gain the tools to land a job in one of the world’s highest-paying industries.

Spring 2022 Courses

EXTX 350  Coding Bootcamp

Admission

Admission is available to any interested student who is at least 18 years old and has a high school diploma or GED equivalent. To enter the program a successful completion of our online application and assessment is required. To learn more and get started, visit the program website. This course is offered via partnership with Fullstack Academy.
Construction Management CERTIFICATE PROGRAM

Program Highlights

**WEBSITE**  csueastbay.edu/construction-mgmt
**LENGTH**  12 months
**TUITION**  $4,725 *(Tuition fees are subject to change at any time.)*

Gain the skills and knowledge necessary to advance in the construction industry with a convenient, hands-on program designed for working adults.

Spring 2022 Courses

**SESSION I**
- EXTX 200  Drawings and Specifications
- EXTX 204  Project Planning
- EXTX 205  Project Administration & Jobsite Supervision

**SESSION II**
- EXTX 202  Legal Aspects of Construction
- EXTX 206  CPM Scheduling
- EXTX 207  Construction Methods & Materials

Admission

It is recommended you have knowledge of basic construction math and understanding of construction contracting as well as three years of experience in the construction industry before enrolling. However, admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register.

If you’re not quite ready to commit to the full program, individual courses may be taken without formal admission to the certificate program.
Customer Experience CERTIFICATE PROGRAM

Program Highlights

- WEBSITE: csueastbay.edu/customer-experience
- LENGTH: Varies
- TUITION: $4,995 *(Tuition fees are subject to change at any time.)*

Develop deep insights and understanding about the experiences your customers are having with your brand and your organization. Learn how to integrate best practices and innovative methodology throughout your organization.

Spring 2022 Courses

- EXTX 371  Customer Experience Certificate Program

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. This program is appropriate for high potential employees seeking to move up within their organization, as well as seasoned marketing professionals seeking to increase their understanding of the latest technologies. No application is needed to enter this program. To get started, visit the program website to register. This course is offered via partnership with Zschool.
Cyber Bootcamp  TECH BOOTCAMP

Program Highlights

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<th>WEBSITE</th>
<th>csueastbay.edu/cyber-bootcamp</th>
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<tr>
<td>LENGTH</td>
<td>26 weeks</td>
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<tr>
<td>TUITION</td>
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Get the skills you need to join the fight against cybercrime. You’ll go from novice to cybersecurity professional and gain the tools to land a job in one of the world’s highest-paying industries.

Spring 2022 Courses

EXTX 351  Cyber Bootcamp

Admission

Admission is available to any interested student who is at least 18 years old and has a high school diploma or GED equivalent. To enter the program a successful completion of our online application and assessment is required. To learn more and get started, visit the program website. This course is offered via partnership with Fullstack Academy.
Cyber Security Professional  TEST PREP COURSES

Program Highlights

WEBSITE  csueastbay.edu/cyber-security
LENGTH  Self-paced; 6-12 months depending on course
TUITION  $395-850 *(Tuition fees are subject to change at any time.)*

Gain the skills and knowledge to successfully secure data in today’s cyber world through courses geared toward working adults.

Spring 2022 Courses

EXTX 250  Information Systems Security Pro (CISSP) Exam Prep
EXTX 252  Information Systems Auditor (CISA)  Exam Prep

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register. These courses are offered via partnership with World Education.

Before enrolling, visit the program website and review the eligibility requirements for each exam.
Digital Marketing & Analytics CERTIFICATE PROGRAM

Program Highlights

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<th>WEBSITE</th>
<th>csueastbay.edu/digital-marketing-analytics</th>
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<tbody>
<tr>
<td>LENGTH</td>
<td>1 semester</td>
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<tr>
<td>TUITION</td>
<td>$500 per course (Tuition fees are subject to change at any time.)</td>
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Learn cutting-edge techniques and gain the foundational knowledge and skills needed to generate digital marketing success with a program geared toward working adults.

Spring 2022 Courses

- **EXTX 450**  Social Media and Digital Marketing
- **EXTX 451**  Digital Marketing Analytics
- **EXTX 452**  Marketing Data Visualization
- **EXTX 453**  Mobile Marketing and Analytics

Admission

Admission is available to any interested student who has an AA degree or higher. No application is needed to enter this program. To get started, visit the program website to register.

If you are an international student, please visit the program website for admission requirements.
eLearning Administration CERTIFICATE PROGRAM

Program Highlights

WEBSITE csueastbay.edu/elearning-administration
LENGTH In as little as 16 weeks
TUITION $1,326 per course (Tuition fees are subject to change at any time.)

Gain the knowledge and expertise needed to become an effective entry-level eLearning coordinator with a program curriculum designed knowledge for busy working professionals.

Spring 2022 Courses

OTL 601  Introduction to Online Teaching and Learning
OTL 605  Educational Planning and Development for Online Programs
OTL 608  Critical and Contemporary Practice in eLearning Design and Technology
OTL 673  Supervising and Evaluating Online Teaching and Learning
OTL 680  Building the Online Environment

Admission

Admission is available to any interested student who has a bachelor’s degree or higher. No application is needed to enter this program. To get started, visit the program website to register.

Related Interest

If you are interested in continuing your education in the future, earning your eLearning Administration Certificate can fulfill certain initial course requirements of Cal State East Bay’s MS in eLearning (MSeL), a program accredited by the Western Association of Schools and Colleges.
eLearning Design CERTIFICATE PROGRAM

Program Highlights

WEBSITE      csueastbay.edu/elearning-design
LENGTH       In as little as 16 weeks
TUITION       $1,326 per course *(Tuition fees are subject to change at any time.)*

Become an effective online learning designer and gain the skills and expertise needed to increase your marketability in this growing field with a program designed for busy working professionals.

Spring 2022 Courses

OTL 601   Introduction to Online Teaching and Learning
OTL 605   Educational Planning and Development for Online Programs
OTL 608   Critical and Contemporary Practice in eLearning Design and Technology
OTL 673   Supervising and Evaluating Online Teaching and Learning
OTL 680   Building the Online Environment

Admission

Admission is available to any interested student who has a bachelor’s degree or higher. No application is needed to enter this program. To get started, visit the program website to register.

Related Interest

If you are interested in continuing your education in the future, earning your eLearning Design Certificate can fulfill certain initial course requirements of Cal State East Bay’s MS in eLearning (MSeL), a program accredited by the Western Association of Schools and Colleges.
eLearning Technology CERTIFICATE PROGRAM

Program Highlights

WEBSITE       csueastbay.edu/elearning-technology
LENGTH        In as little as 16 weeks
TUITION        $1,326 per course *(Tuition fees are subject to change at any time.)*

Become an effective online learning designer and gain the skills and expertise needed to increase your marketability in this growing field with a program designed for busy working professionals.

Spring 2022 Courses

OTL 601  Introduction to Online Teaching and Learning
OTL 603  Technology Tools for Online Instruction
OTL 608  Critical and Contemporary Practice in eLearning Design and Technology
OTL 681  Creating Digital Media for Online Instruction
OTL 682  Designing and Implementing User Interface for Online Instruction

Admission

Admission is available to any interested student who has a bachelor’s degree or higher. No application is needed to enter this program. To get started, visit the program website to register.

Related Interest

If you are interested in continuing your education in the future, earning your eLearning Technology Certificate can fulfill certain initial course requirements of Cal State East Bay’s MS in eLearning (MSeL), a program accredited by the Western Association of Schools and Colleges.
EKG Technician CERTIFICATE PROGRAM

Program Highlights

WEBSITE csueastbay.edu/ekg-technician
LENGTH 10 weeks; 50 hours
TUITION $1,450 (Tuition fees are subject to change at any time.)

Gain the knowledge necessary to excel as an EKG technician. Apply your skills in this growing field and deliver quality cardiac patient care.

Spring 2022 Courses

EXTX 153  EKG Technician Certificate

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register.

Freight Broker/Agent Training CERTIFICATE PROGRAM

Program Highlights

WEBSITE csueastbay.edu/freight-broker-training
LENGTH Self-paced; 6 months maximum
TUITION $1,950 (Tuition fees are subject to change at any time.)

Join the fast-growing and exciting trucking and transportation industries as a freight broker or agent with a self-paced, online program designed for busy professionals.

Spring 2022 Courses

EXTX 107  Freight Broker/Agent Training

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register. This course is offered via partnership with ed2go.
Human Resource Management CERTIFICATE PROGRAM

Program Highlights

WEBSITE  csueastbay.edu/human-resource-management
LENGTH   4-8 months
TUITION  $215 per course (Tuition fees are subject to change at any time.)

Sharpen your skills and gain a working knowledge of all evolving aspects of the human resource field with a flexible, all-purpose program designed for working adults.

Spring 2022 Courses

EXTX 500  Overview of Human Resource Management
EXTX 501  Organizational Behavior
EXTX 502  Employment Law
EXTX 503  How to Value Diversity and Inclusion in the Workplace
EXTX 504  Employee Discipline and Effective Termination
EXTX 505  Health and Safety for Workers: Laws and Regulations
EXTX 506  Leadership in Human Resource Management
EXTX 507  Dealing with Workplace Conflict
EXTX 508  Developing Management Skills for the Human Resource Professional
EXTX 509  Discrimination Law
EXTX 510  Career Development
EXTX 511  Meeting Management and Facilitation Skills

For a full list of courses being offered this term, visit the program website.

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register.

If you’re not quite ready to commit to the full program, individual courses may be taken without formal admission to the certificate program.
HR Certification Preparation COURSE

Program Highlights

WEBSITE csueastbay.edu/hr-cert-prep  
LENGTH 1 semester  
TUITION $1,215 per course (Tuition fees are subject to change at any time.)

Take part in the leading HR certification preparation course that equips you with the knowledge and skills to successfully pass your HR exams and gain the credentials you need to distinguish yourself in the human resource field.

Spring 2022 Courses

EXTX 530 PHR/SPHR Certification Preparation Course

Admission

Before enrolling, visit the program website and review the Certification Exam eligibility requirements.
Infant & Early Childhood Mental Health POSTGRAD CERT.

Program Highlights

WEBSITE  csueastbay.edu/infant-and-early-childhood-mental-health
LENGTH  4 semesters
TUITION  $2,750 per course with subsidies for Alameda County students
(Tuition fees are subject to change at any time.)

Gain the knowledge and skills needed to effectively work with children with social, emotional and/or developmental concerns, along with their families, with a two-year certificate program specially designed for mental health providers.

Spring 2022 Courses

EXTX 698  Theory to Practice: Clinical Assessment and Treatment with Young Children and Parents/Caregivers

Admission

To be admitted to the program, you must possess a master’s degree in social work, counseling, or psychology.
International Business CERTIFICATE PROGRAM

Program Highlights

WEBSITE csueastbay.edu/international-business
LENGTH 9-12 months
TUITION $7,200 (Tuition fees are subject to change at any time.)

Gain the critical skills you need to become an effective business professional and conquer the international marketplace.

Spring 2022 Courses

SESSION I
MKTG 852 International Business Law

SESSION II
MGMT 851 eCommerce Marketing for International Business
MGMT 850 Global Supply Chain Management

Admission

Admission is available to any interested student who has a bachelor's degree or higher.
No application is needed to enter this program. To get started, visit the program website to register.

If you are an International student, please visit the program website for admission requirements.
Medical Billing and Coding CERTIFICATE PROGRAM

Program Highlights

WEBSITE   csueastbay.edu/medical-billing-coding
LENGTH    12 weeks; 80 hours
TUITION   $2,178 (Tuition fees are subject to change at any time.)

Equip yourself with the knowledge and skills to become a successful medical biller and coder and start an exciting career in the healthcare industry.

Spring 2022 Courses

EXTX 154  Medical Billing and Coding Certificate Program

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register.

Medical Terminology CERTIFICATE PROGRAM

Program Highlights

WEBSITE   csueastbay.edu/medical-terminology
LENGTH    Self-paced; 6 months maximum
TUITION   $850 (Tuition fees are subject to change at any time.)

Gain the knowledge necessary to effectively communicate with other healthcare professionals as well as prepare for further studies in the healthcare field.

Spring 2022 Courses

EXTX 155  Medical Terminology

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register. This course is offered via partnership with ed2go.
Nonprofit Management CERTIFICATE PROGRAM

Program Highlights

WEBSITE  csueastbay.edu/nonprofit-management
LENGTH  6-9 months
TUITION  $147-294 per course (Tuition fees are subject to change at any time.)

Meet the increasingly challenging demands of nonprofit administration and learn how to improve your organization’s effectiveness with a comprehensive, flexible online program designed for working adults.

Spring 2022 Courses

REQUIRED COURSES
- EXTX 550  Board Development and Governance
- EXTX 551  Financial Management for Nonprofit Organizations
- EXTX 552  Fundraising Fundamentals
- EXTX 553  Marketing and Communications for Nonprofit Organizations
- EXTX 554  Program Evaluation
- EXTX 555  Law of Nonprofit Organizations
- EXTX 556  Ethics of Nonprofit Organizations
- EXTX 557  Leadership Skills for the Nonprofit Professional

ELECTIVE COURSES
- EXTX 562  Advocacy and Lobbying for Nonprofits
- EXTX 563  Proposal Writing
- EXTX 565  Effective Social Media for Nonprofits
- EXTX 566  Creating a Culture of Change: Fostering DEI in the Workplace
- EXTX 567  Using Data to Measure Equitable Impact
- EXTX 568  Coaching Skills for Nonprofit Leaders
- EXTX 580  Advanced Fundamentals of Financial Management

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register.

If you’re not quite ready to commit to the full program, individual courses may be taken without formal admission to the certificate program.
Program Highlights

WEBSITE  csueastbay.edu/notary-public-training
LENGTH  1 day
TUITION  $84-$150 per course (Tuition fees are subject to change at any time.)

Start your own business, become a more valuable employee, earn additional income, or get re-commisioned with Cal State East Bay’s selection of Notary Public Training courses.

Spring 2022 Courses

- EXTX 100  Become a Notary in One Day
- EXTX 101  Renewing Your Notary Commission
- EXTX 102  Become a Certified Loan Signing Agent

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register.
Online Continuing Education for Teachers

Program Highlights

| WEBSITE | csueastbay.edu/teacher-education |
| LENGTH | Self-paced |
| TUITION | $480-635 (Tuition fees are subject to change at any time.) |

Earn academic units for professional advancement while gaining new skills and knowledge with courses specifically designed for busy working teachers.

Spring 2022 Courses

- EPSY 800 Harassment, Bullying, & Cyber Intimidation in School
- EPSY 801 Early Childhood: Family Centered Services
- EPSY 802 Early Childhood: Infant & Toddler Mental Health
- EPSY 803 Early Childhood: Observation & Assessment
- EPSY 804 Early Childhood: Program Planning
- TED 800 Practical and Powerful Management Strategies for all Students in Inclusive Classrooms
- TED 801 Advanced Classroom Management: Children as Change Agents
- TED 802 Early Childhood: Typical & Atypical Development
- TED 803 Child Abuse: Working with Abused and Neglected Children

For a full list of courses being offered this term, visit the program website.

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register.
Online Teaching & Learning CERTIFICATE PROGRAM

Program Highlights

WEBSITE    csueastbay.edu/online-teaching-certificate
LENGTH     In as little as 16 weeks
TUITION     $1,326 per course (*Tuition fees are subject to change at any time.*)

Become an effective online educator or trainer and learn how to create teaching materials optimized for virtual classrooms with a program that focuses on learner engagement and authentic learning outcomes.

Spring 2022 Courses

OTL 601  Introduction to Online Teaching and Learning
OTL 602  Instructional Methods for Online Learning
OTL 603  Technology Tools for Online Instruction
OTL 604  Designing Curriculum for Online Instruction

Admission

Admission is available to any interested student who has a bachelor’s degree or higher. No application is needed to enter this program. To get started, visit the program website to register.

Related Interest

If you are interested in continuing your education in the future, earning your OTL Certificate can fulfill certain initial course requirements of Cal State East Bay’s MS in eLearning (MSeL), a program accredited by the Western Association of Schools and Colleges.
Paralegal Studies CERTIFICATE PROGRAM

Program Highlights

<table>
<thead>
<tr>
<th>WEBSITE</th>
<th>csueastbay.edu/paralegal</th>
</tr>
</thead>
<tbody>
<tr>
<td>LENGTH</td>
<td>12 months</td>
</tr>
<tr>
<td>TUITION</td>
<td>$6,910 (Tuition fees are subject to change at any time.)</td>
</tr>
</tbody>
</table>

Build your credentials with a flexible, highly regarded program that empowers you with the educational foundation necessary for a successful career as a paralegal. This program is approved by the American Bar Association (ABA).

Paralegals cannot provide legal advice, except as directed by an attorney, nor can they establish a client/business relationship or represent a client in court.

Spring 2022 Courses

PREREQUISITE

<table>
<thead>
<tr>
<th>SESSION I</th>
</tr>
</thead>
<tbody>
<tr>
<td>POSC 801 Legal Research and Writing I</td>
</tr>
<tr>
<td>POSC 803 Introduction to Law</td>
</tr>
<tr>
<td>POSC 805 Litigation II</td>
</tr>
<tr>
<td>POSC 808 Contract Law</td>
</tr>
<tr>
<td>POSC 811 Paralegal Internship</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SESSION II</th>
</tr>
</thead>
<tbody>
<tr>
<td>POSC 802 Legal Research and Writing II</td>
</tr>
<tr>
<td>POSC 804 Litigation I</td>
</tr>
<tr>
<td>POSC 807 Personal Injury and Tort Litigation</td>
</tr>
<tr>
<td>POSC 809 Computer Applications for Paralegals</td>
</tr>
<tr>
<td>POSC 811 Paralegal Internship</td>
</tr>
<tr>
<td>POSC 817 Wills &amp; Trusts</td>
</tr>
</tbody>
</table>

Admission

New students are admitted to the program twice a year, in fall and spring semester. To be admitted to the program, you must have 80 quarter units or 53 semester units of college credits. Of the 80 quarter/53 semester units, at least 27 quarter/18 semester units must be in at least 3 different areas of Liberal Arts (General Studies). To apply to the program, please complete the certificate application online at ce.csueastbay.edu, as well as submit official transcripts*. If you are an International student, please visit the program website for admission requirements.

*Please note: if you studied at Cal State East Bay, you do not need to provide an official transcript.
Program Highlights

WEBSITE  csueastbay.edu/payroll-practice-management
LENGTH  Self-paced; 6 months maximum
TUITION  $1,850 (*Tuition fees are subject to change at any time.*)

Sharpen your skills and expand your knowledge of all aspects of payroll management. Build your credentials and set yourself apart in this constantly evolving field.

Spring 2022 Courses

EXTX 106  Payroll Practice and Management

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register. This course is offered via partnership with ed2go.
Pharmacy Technician CERTIFICATE PROGRAM

Program Highlights

WEBSITE  csueastbay.edu/pharmacy-technician  
LENGTH  Self-paced; 12 months maximum  
TUITION  $2,565  (Tuition fees are subject to change at any time.)

Gain the knowledge you need to make an impact in the medical field. Master the skills required to sit for the PTCB National Certification Exam and earn an entry-level position as a pharmacy technician.

Spring 2022 Courses

EXTX 156  Pharmacy Technician

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register. This course is offered via partnership with ed2go.
Project Management CERTIFICATE PROGRAM

Program Highlights

<table>
<thead>
<tr>
<th>WEBSITE</th>
<th>csueastbay.edu/project-management</th>
</tr>
</thead>
<tbody>
<tr>
<td>LENGTH</td>
<td>10 weeks</td>
</tr>
<tr>
<td>TUITION</td>
<td>$2,295 (Tuition fees are subject to change at any time.)</td>
</tr>
</tbody>
</table>

Gain real-world experience, increase your marketability, and advance into a leadership role with a flexible program designed to make you stand out in project management.

Spring 2022 Courses

EXTX 575  Project Management

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register.
Recreation Therapy CERTIFICATE PROGRAM

Program Highlights

- **WEBSITE**: csueastbay.edu/recreation-therapy
- **LENGTH**: 2 semesters
- **TUITION**: $6,300 *(Tuition fees are subject to change at any time.)*

Build your credentials with a flexible, online program that empowers you with the educational foundation necessary for a successful career in recreation therapy.

**Spring 2022 Courses**

- REC 360  Foundations in Recreation Therapy
- REC 363  Recreation Therapy Process and Techniques
- REC 364  Recreation Therapy Program Planning

**Admission**

New students are admitted to the program three times a year, in fall, spring, or summer term. To be admitted to the program, you must hold a minimum of a bachelor’s degree in any field. Recreation Therapy work experience is required.

To apply to the program, please complete the certificate application online at ce.csueastbay.edu, as well as submit official transcripts*.

*Please note: if you studied at Cal State East Bay, you do not need to provide an official transcript.
Six Sigma Training  CERTIFICATE PROGRAM

Program Highlights

WEBSITE  csueastbay.edu/six-sigma-training
LENGTH  Self-paced; 8-12 months depending on course
TUITION  $1,095-$2,315 (Tuition fees are subject to change at any time.)

Gain the critical skills needed to drive process improvements in your organization. Use data-driven methodologies to eliminate product defects and operational inefficiencies that hinder organizational growth.

Spring 2022 Courses

  EXTX 570  Six Sigma Yellow Belt with Exam Prep
  EXTX 571  Six Sigma Green Belt with Exam Prep
  EXTX 572  Six Sigma Black Belt with Exam Prep

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register. These courses are offered via partnership with World Education.
Social Media Marketing CERTIFICATE PROGRAM

Program Highlights

WEBSITE  c sueeastbay.edu/social-media-marketing
LENGTH  1 semester
TUITION  $2,000 (Tuition fees are subject to change at any time.)

Stay current with the latest marketing trends and gain the skills and knowledge to become an effective social media professional with a comprehensive, innovative online program designed for working adults.

Spring 2022 Courses

EXTX 301  Creating Social Media Marketing Campaigns
EXTX 302  Using Social Media for Public Relations and Marketing
EXTX 303  Writing Social Media Content
EXTX 304  Measuring and Tracking Social Media Metrics
EXTX 305  Reputation Management, Crisis Communications and Legal Issues of Social Media
EXTX 306  Social Media Practicum Strategy and Plan Development

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register.

If you’re not quite ready to commit to the full program, individual courses can be taken without formal admission to the certificate program.
Program Highlights

**WEBSITE**  csueastbay.edu/transformative-leadership  
**LENGTH**   Varies  
**TUITION**  $4,995  (*Tuition fees are subject to change at any time.*)

This program helps you innovate through digital transformation by identifying the value in emerging technologies, business models, and resources at your organization. Combining experienced industry leaders and top academic instructors, Transformative Leadership develops your understanding of a range of topics and skills to navigate a turbulent environment and emerge with a competitive advantage.

**Spring 2022 Courses**

EXTX 372  Transformational Leadership Certificate Program

**Admission**

Admission is available to any interested student who has a high school diploma or GED equivalent. This program is appropriate for high potential employees seeking to move up within their organization, as well as seasoned marketing professionals seeking to increase their understanding of the latest technologies. No application is needed to enter this program. To get started, visit the program website to register. This course is offered via partnership with Zschool.
Technical Writing CERTIFICATE PROGRAM

Program Highlights

WEBSITE    csueastbay.edu/technical-writing
LENGTH     Self-paced; 6 months maximum
TUITION     $1,850 (Tuition fees are subject to change at any time.)

Develop your technical writing abilities to a professional level and meet the demands of a growing field with a flexible, online program designed for working adults.

Spring 2022 Courses

EXTX 105  Technical Writing

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register. This course is offered via partnership with ed2go.
### Veterinary Assistant CERTIFICATE PROGRAM

#### Program Highlights

<table>
<thead>
<tr>
<th>Website</th>
<th>csueastbay.edu/veterinary-assistant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Length</td>
<td>Self-paced; 6-12 months depending on course</td>
</tr>
<tr>
<td>Tuition</td>
<td>$2,080-$3,290 <em>(Tuition fees are subject to change at any time.)</em></td>
</tr>
</tbody>
</table>

Employ your passion for animals and prepare yourself for an exciting and fast-paced career in the veterinary services industry with a flexible, fully online program.

#### Spring 2022 Courses

- **EXTX 299** Veterinary Assistant
- **EXTX 315** Veterinary Assistant Specialist

#### Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register. These courses are offered via partnerships with ed2go and World Education.
Program Highlights

WEBSITE  csueastbay.edu/wedding-planner  
LENGTH  1 semester  
TUITION  $2,900 *(Tuition fees are subject to change at any time.)*

Gain the skills to excel in the growing wedding industry. Learn the tricks of the trade through a flexible program designed for busy adults and stand out by adding nationally-recognized university training to your resume.

Spring 2022 Courses

EXTX 595  Wedding Planner Certificate Program

Admission

Admission is available to any interested student who has a high school diploma or GED equivalent. No application is needed to enter this program. To get started, visit the program website to register.
Open University enables you to experience Cal State East Bay excellence without formal admission.

For complete details, visit csueastbay.edu/open-u.