# HACC Workforce Development

## MONEY MATTERS

### Winter/Spring 2014 Class Schedule

If you have questions or would like additional information, contact Jennifer Bodenstein by phone (717-221-1309) or by email (jgbodens@hacc.edu).

## RETIREMENT PLANNING TODAY

In this course you'll learn how to: manage investment risks, use new tax laws to your advantage, make informed decisions about your company retirement plan, and adjust your estate plan to function properly under the new laws. Money is only one aspect of retirement planning. This course blends financial education with life planning to help you build wealth, align your money with your values, and achieve your retirement lifestyle goals. Whether you are just beginning to develop a retirement plan or rapidly approaching retirement, you should enroll in this course. This course includes a 225-page illustrated textbook. Couples may attend together for a single registration fee. This is a 3-session (part) course. Classes 1, 2, and 3 are all separate topics. If a class is missed, you can speak with the instructor about making up a class. Class size is limited – register early!

| City | Course | Dates | Days | Times | Instructor | Fees |
|---|---|---|---|---|---|---|
| Harrisburg | 92136 | 01/28-02/11 | T | 6:30-9 PM | Kennedy Catalano Advisors | $49 |
| Harrisburg | 92144 | 01/30-02/13 | R | 6:30-9 PM | Kennedy Catalano Advisors | $49 |
| Harrisburg | 92145 | 02/01-02/15 | S | 10 AM-12:30 PM | Kennedy Catalano Advisors | $49 |
| Camp Hill | 92150 | 02/20-03/13 | R | 6:30-9 PM | Kennedy Catalano Advisors | $49 |
| Mechanicsburg | 92146 | 02/26-03/12 | W | 6:30-9 PM | Kennedy Catalano Advisors | $49 |
| Mechanicsburg | 92147 | 03/01-03/15 | S | 10 AM-12:30 PM | Kennedy Catalano Advisors | $49 |
| Hershey | 92346 | 03/04-03/18 | T | 6:30-9 PM | Kennedy Catalano Advisors | $49 |
| Hershey | 92347 | 03/06-03/20 | R | 6:30-9 PM | Kennedy Catalano Advisors | $49 |
| Hershey | 92348 | 03/08-03/22 | S | 10 AM-12:30 PM | Kennedy Catalano Advisors | $49 |
| Carlisle | 92151 | 03/25-04/08 | T | 6:30-9 PM | Kennedy Catalano Advisors | $49 |
| Carlisle | 92152 | 03/27-04/10 | R | 6:30-9 PM | Kennedy Catalano Advisors | $49 |
| Carlisle | 92153 | 03/29-04/12 | S | 10 AM-12:30 PM | Kennedy Catalano Advisors | $49 |
| Lebanon | 92154 | 04/26-05/10 | S | 10 AM-12:30 PM | Kennedy Catalano Advisors | $49 |
| Lebanon | 92148 | 04/22-05/06 | T | 6:30-9 PM | Kennedy Catalano Advisors | $49 |
| Lebanon | 92149 | 04/24-05/08 | R | 6:30-9 PM | Kennedy Catalano Advisors | $49 |

**Also visit: www.hacc.edu/noncredit**

**See next page for registration information, or visit: http://vc.hacc.edu/**

**www.hacc.edu**

Gettysburg 717-337-3855 | Harrisburg 717-780-2400 | Lancaster 717-293-5000
Lebanon 717-270-4222 | York 717-718-0328 | Virtual Campus 717-221-1300, ext. 1510

HACC recognizes its responsibility to promote the principles of inclusion and equal opportunity in employment and education. Therefore, it is the policy of HACC, in full accordance with the law, not to discriminate in recruitment, employment, student admissions, and student services on the basis of race, color, religion, age, political affiliation or belief, gender, national origin, ancestry, disability (physical or intellectual based challenges), place of birth, General Education Development Certification (GED), marital status, sexual orientation, gender identity or expression, veteran status, genetic history/information, or any other legally protected classification. Inquiries should be directed to the Office of the President, One HACC Drive, Harrisburg, PA 17110, Telephone 717-221-1300 ext. 1541.

HACC
Founded in 1964
CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE ®

# HOW TO REGISTER FOR A NONCREDIT CLASS

**ONLINE**: Most of our classes are available for online search and registration at http://vc.hacc.edu/.

**BY PHONE:** You may call for credit card registration (VISA, Discover, or MasterCard only). Have the course section number and your credit card ready. You can also call anytime and leave a message and your call will be returned within 24 business hours. Business hours are Monday through Friday,

**Regular Hours:** Monday to Friday between the hours of 8 am and 4:30 pm.
**Summer Hours:** May 13 to Aug 9, Mon-Thursday between 7:30 am and 5 pm (College is closed on Fridays).

**BY FAX:** (24 hours - 7 days / week) If you are a company paying for an employee's course, you may fax the completed registration form (pdf) with company letter, signed by an authorized person, complete with student names, phone numbers, address, course title & section number.

**BY MAIL:** Complete the registration form (pdf) and mail with payment. Payments sent by mail may be made by check or money order only -- NO CREDIT CARD PAYMENTS ACCEPTED BY MAIL. Enrollees may request their company/agency forward the registration fee and the completed registration form (pdf) to the campus location nearest you.

**QUESTIONS?** Call the campus location nearest you and leave a voice-message if necessary. Campus Locations:

**HACC Gettysburg Campus**
731 Old Harrisburg Road
Gettysburg, PA 17325
Tel: (717) 337-3855 / Fax: (717) 337-3015

**HACC Harrisburg Campus**
Cooper 206, One HACC Drive
Harrisburg, PA 17110
Tel: (717) 780-2414 / Fax: (717) 780-1135

**HACC Lancaster Campus**
East 204, 1641 Old Philadelphia Pike
Lancaster, PA 17602
Tel: (717) 358-2966 / Fax: (717) 358-2951

**HACC Lebanon Campus**
735 Cumberland Street
Lebanon, PA 17042
Tel: (717) 270-6316 / Fax: (717) 270-6375

**HACC York Campus**
2010 Pennsylvania Avenue
York, PA 17404
Tel: (717) 718-0328

**REFUNDS:** If HACC cancels a course, seminar, conference, or trip/tour, all paid participants will receive a 100% refund of tuition. In the event of a cancellation or class schedule change (other than inclement weather-related), the college will make every effort to notify students enrolled in the class. All other refund requests must be made in person, writing, or by telephone during normal working hours. Students requesting refunds prior to the first class meeting will receive 100% of all tuition and fees, UNLESS fees are noted as nonrefundable or an earlier refund deadline is published.

Mail or fax refund requests must be received in hand by Noncredit staff before the class start date or any earlier published refund deadline. If we are not informed of nonattendance before the refund deadline, no refund will be issued. Unless otherwise specifically stated or approved, no refund will be issued after a class start date. We do not issue partial refunds in the event a student starts a class late or does not complete the class.