CFT Seminars & Workshops

Summer 2018 | Banking/Credit Union/Financial Services

COMPLIANCE

COURSE	CR	DAY/DATE(S)	TIME	LOCATION/ROOM	FEES
AML Essentials: A Seminar for Compliance Beginners (formerly ABC's of AML Compliance) *Required for the Compliance Officer Cert.*	½	Thursday June 14	9:00AM-4:00PM	Miami Dade College Wolfson Campus Downtown	$375/$425 Materials Included

COMMERCIAL, BUSINESS BANKING & CONSUMER LENDING

COURSE	CR	DAY/DATE(S)	TIME	LOCATION/ROOM	FEES
"New" Understanding Commercial Loan Structures	½	Thursday June 7	9:00AM-4:00PM	Mercantil Bank (Doral)	$350/$400 Materials Included
Get Global: Understanding Global Cash Flow Analysis *Required for the Credit Analysis Cert.*	½	Wednesday June 20	9:00AM-4:00PM	Miami Dade College Wolfson Campus Downtown	$350/$400 Materials Included
Personal Tax Return Analysis *Required for the Credit Analysis Cert.*	½	Thursday July 17	9:00AM-4:00PM	Miami Dade College Wolfson Campus Downtown	$350/$400 Materials Included
Introduction to Analyzing Financial Statements & Credit Risk *for BSA/Compliance Staff*	½	Thursday July 26	9:00AM-4:00PM	Miami Dade College Wolfson Campus Downtown	$350/$400 Materials Included
Business Tax Return Analysis *Required for the Credit Analysis Cert.*	½	Tuesday July 31	9:00AM-4:00PM	Miami Dade College Wolfson Campus Downtown	$350/$400 Materials Included
Cash Flow Analysis – Advanced *Required for the Credit Analysis Cert.*	½	Wednesday August 7	9:00AM-4:00PM	Miami Dade College Wolfson Campus Downtown	$350/$400 Materials Included
Introduction to Analyzing Financial Statements *Pre-req for Analyzing Financial Statements*	½	Thursday August 16	9:00AM-4:00PM	Miami Dade College Wolfson Campus Downtown	$350/$400 Materials Included

MANAGEMENT

COURSE	CR	DAY/DATE(S)	TIME	LOCATION/ROOM	FEES
"New" Stakeholder Management	½	Friday June 29	9:00AM-4:00PM	Miami Dade College Wolfson Campus Downtown	$350/$400 Materials Included

Locations:

Miami Dade College (Wolfson Campus- Downtown) - 245 NE 4th Street, Miami - Room TBD

Mercantil Bank (Doral) – 12496 NW 25th Street, Ground Floor, Training Room (Leave a Legacy)

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CENTER FOR FINANCIAL TRAINING℠

WORKSHOP LISTING BY CAMPUS

Miami Dade College

MIAMI DADE COLLEGE ONLINE WORKSHOPS

REF #	COURSES	DAYS	DATE(S)	TIME	ROOM #	FEE
	LANGUAGE CENTER					
11832	Conversational Spanish	ONLINE	ONLINE	ONLINE	WEB	$215
6881	English: Comprehensive Skills in Reading and Writing	ONLINE	ONLINE	ONLINE	WEB	$514
7008	Effective Business Writing	ONLINE	ONLINE	ONLINE	WEB	$200
8419	Spanish for Bank/Finance	ONLINE	ONLINE	ONLINE	WEB	$200
8420	Spanish for Business and Travel	ONLINE	ONLINE	ONLINE	WEB	$200
8422	Spanish for Customer Service	ONLINE	ONLINE	ONLINE	WEB	$200
8427	Spanish for Real Estate	ONLINE	ONLINE	ONLINE	WEB	$200
7010	Writing Essentials	ONLINE	ONLINE	ONLINE	WEB	$200
	REAL ESTATE					
7041	Continuing Education for Florida Real Estate Professionals	ONLINE	ONLINE	ONLINE	WEB	$130
6970	Florida Essentials of Real Estate Investment – Broker Post Licensing	ONLINE	ONLINE	ONLINE	WEB	$180
6971	Florida Reactivation Course	ONLINE	ONLINE	ONLINE	WEB	$160
6973	Florida Real Estate Brokers Guide Pre-License	ONLINE	ONLINE	ONLINE	WEB	$410
6972	Florida Real Estate Brokerage: A Management Guide – Broker Post Licensing	ONLINE	ONLINE	ONLINE	WEB	$180
6969	Florida Real Estate Qbank for Brokers	ONLINE	ONLINE	ONLINE	WEB	$154
7042	Florida Real Estate Qbank for Brokers	ONLINE	ONLINE	ONLINE	WEB	$180
11740	Florida Real Estate License Exam Prep Course	ONLINE	ONLINE	ONLINE	WEB	$160
6968	Florida Real Estate Pre-Licensing for Sales Associate	ONLINE	ONLINE	ONLINE	WEB	$430
6974	Foreclosures, Short Sales, REQ and Actions	ONLINE	ONLINE	ONLINE	WEB	$130
6975	Introduction to Commercial Real Estate Sales	ONLINE	ONLINE	ONLINE	WEB	$154
6976	Investment Property Practice and Management	ONLINE	ONLINE	ONLINE	WEB	$150
6978	Principles of Home Inspection	ONLINE	ONLINE	ONLINE	WEB	$840
6976	Property Management and Managing Risk	ONLINE	ONLINE	ONLINE	WEB	$130
6977	Post License Education for Real Estate Sales Associates	ONLINE	ONLINE	ONLINE	WEB	$320
7044	Real Estate Finance and Tax Issues	ONLINE	ONLINE	ONLINE	WEB	$145
6980	Real Estate Finance Today	ONLINE	ONLINE	ONLINE	WEB	$130
7045	Real Estate Investing	ONLINE	ONLINE	ONLINE	WEB	$200
6981	Real Estate Market Pulse on Demand	ONLINE	ONLINE	ONLINE	WEB	$127
	INSURANCE					
6854	Flood Insurance Concepts State ID# 98643	ONLINE	ONLINE	ONLINE	WEB	$114
6862	Flood Insurance Concepts and the NFIP - State ID# 69238 (2-20,20-44 and 4-40)	ONLINE	ONLINE	ONLINE	WEB	$114
6876	2-15 Life, Health & Variable Annuity Practice Exam Plus	ONLINE	ONLINE	ONLINE	WEB	$169
6878	2-15 Life, Health, and Variable Annuity PassPrep	ONLINE	ONLINE	ONLINE	WEB	$169
6877	2-15 Life, Health, and Variable Annuity Tutorial	ONLINE	ONLINE	ONLINE	WEB	$169
6879	2-20 General Lines Property & Casualty Pass Prep	ONLINE	ONLINE	ONLINE	WEB	$193
11818	Property and Casualty – Commercial Lines State ID#93988	ONLINE	ONLINE	ONLINE	WEB	$124
11820	Property and Casualty Insurance CE State ID#99024	ONLINE	ONLINE	ONLINE	WEB	$475
15351	NFIP Flood Insurance Program STATE ID# 69238 (2-20, 20-44, 4-40)	ONLINE	ONLINE	ONLINE	WEB	$114
6864	Suitable of Annuity and Life Insurance Transactions for Seniors	ONLINE	ONLINE	ONLINE	WEB	$114
	MANAGEMENT / HUMAN RESOURCES DEVELOPMENT					
6941	An Overview of Sustainable Management	ONLINE	ONLINE	ONLINE	WEB	$184
6942	Certificate in Leadership	ONLINE	ONLINE	ONLINE	WEB	$314
6943	Certificate in Sustainable Management	ONLINE	ONLINE	ONLINE	WEB	$574
6944	Corporate Social Responsibility	ONLINE	ONLINE	ONLINE	WEB	$184
6946	Fundamentals of Supervision and Management	ONLINE	ONLINE	ONLINE	WEB	$230
7113	Introduction to Project Management	ONLINE	ONLINE	ONLINE	WEB	$164
7102	Introduction to Project Risk Management	ONLINE	ONLINE	ONLINE	WEB	$164
6948	Leadership and Work-Life Balance	ONLINE	ONLINE	ONLINE	WEB	$164
6951	Leading Teams	ONLINE	ONLINE	ONLINE	WEB	$164
6950	Leading and Managing Change	ONLINE	ONLINE	ONLINE	WEB	$164
6952	Managing People	ONLINE	ONLINE	ONLINE	WEB	$164
6953	Measuring Sustainable Management Performance	ONLINE	ONLINE	ONLINE	WEB	$184
6954	Performance Management	ONLINE	ONLINE	ONLINE	WEB	$164
7106	Project Cost Management	ONLINE	ONLINE	ONLINE	WEB	$164
7104	Project Human Resource Management	ONLINE	ONLINE	ONLINE	WEB	$164
7101	Project Management for Information Technology	ONLINE	ONLINE	ONLINE	WEB	$614
11739	Project Management Suite	ONLINE	ONLINE	ONLINE	WEB	$384
7099	Project Management Team Leadership	ONLINE	ONLINE	ONLINE	WEB	$474
7100	Project Management Professional Exam Prep	ONLINE	ONLINE	ONLINE	WEB	$814
7105	Project Quality Management	ONLINE	ONLINE	ONLINE	WEB	$164
7107	Project Time Management	ONLINE	ONLINE	ONLINE	WEB	$164
7098	Project Risk Management: PMI-RMP Exam Prep	ONLINE	ONLINE	ONLINE	WEB	$714
6955	Quality Management Basics	ONLINE	ONLINE	ONLINE	WEB	$414
6958	Time Management	ONLINE	ONLINE	ONLINE	WEB	$164
	STAFF TRAINING / PROFESSIONAL DEVELOPMENT					
6856	Accounting and Finance for Entrepreneurs	ONLINE	ONLINE	ONLINE	WEB	$244
6844	Accounting Essentials Certificate	ONLINE	ONLINE	ONLINE	WEB	$990
6846	Administrative Assistant Career Diploma	ONLINE	ONLINE	ONLINE	WEB	$765
11846	Advanced Microsoft Excel 2013	ONLINE	ONLINE	ONLINE	WEB	$200
7031	Advanced Microsoft Excel 2016	ONLINE	ONLINE	ONLINE	WEB	$214
6850	Bookkeeping Certificate	ONLINE	ONLINE	ONLINE	WEB	$813
6851	Certified Bookkeeper	ONLINE	ONLINE	ONLINE	WEB	$2110
6880	Certificate in Business Communication	ONLINE	ONLINE	ONLINE	WEB	$414
6900	Certificate in Finance Essentials	ONLINE	ONLINE	ONLINE	WEB	$514
6858	Financial Planning and Control	ONLINE	ONLINE	ONLINE	WEB	$164

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6933	Global Business Management	ONLINE	ONLINE	ONLINE	WEB	$390
6934	Global Marketing	ONLINE	ONLINE	ONLINE	WEB	$390
6935	Global Trade Finance	ONLINE	ONLINE	ONLINE	WEB	$390
6927	Human Resources Certificate	ONLINE	ONLINE	ONLINE	WEB	$990
6926	Human Resources Management Suite	ONLINE	ONLINE	ONLINE	WEB	$514
7027	Intermediate QuickBooks 2016	ONLINE	ONLINE	ONLINE	WEB	$204
11835	Intermediate QuickBooks 2017	ONLINE	ONLINE	ONLINE	WEB	$204
7032	Intermediate Microsoft Excel 2016	ONLINE	ONLINE	ONLINE	WEB	$214
7033	Intermediate Microsoft Word 2016	ONLINE	ONLINE	ONLINE	WEB	$214
7037	Introduction to Microsoft Word 2016	ONLINE	ONLINE	ONLINE	WEB	$214
7034	Introduction to Microsoft Access 2016	ONLINE	ONLINE	ONLINE	WEB	$214
7035	Introduction to Microsoft Excel 2016	ONLINE	ONLINE	ONLINE	WEB	$214
7036	Introduction to Microsoft PowerPoint 2016	ONLINE	ONLINE	ONLINE	WEB	$214
7096	Introduction to Microsoft Project 2016	ONLINE	ONLINE	ONLINE	WEB	$200
7028	Introduction to QuickBooks 2016	ONLINE	ONLINE	ONLINE	WEB	$204
11833	Introduction to QuickBooks 2017	ONLINE	ONLINE	ONLINE	WEB	$204
6924	Introduction to Human Resource Management	ONLINE	ONLINE	ONLINE	WEB	$164
6898	Introduction to Java Programming	ONLINE	ONLINE	ONLINE	WEB	$200
6398	Introduction to Stock Options	ONLINE	ONLINE	ONLINE	WEB	$200
11839	Java Programming Series	ONLINE	ONLINE	ONLINE	WEB	$290
11845	Microsoft Excel 2016 Certification Training	ONLINE	ONLINE	ONLINE	WEB	$710
7038	Microsoft Excel 2016 Series	ONLINE	ONLINE	ONLINE	WEB	$430
6903	Personal Finance	ONLINE	ONLINE	ONLINE	WEB	$200
11735	Professional Bookkeeping with QuickBooks 2017	ONLINE	ONLINE	ONLINE	WEB	$2010
7029	QuickBooks 2016 Series	ONLINE	ONLINE	ONLINE	WEB	$314
11836	QuickBooks 2017 Series	ONLINE	ONLINE	ONLINE	WEB	$314
6925	Talent Management and Career Development	ONLINE	ONLINE	ONLINE	WEB	$164
6868	Understanding and Managing Budgets	ONLINE	ONLINE	ONLINE	WEB	$164

WOLFSON CAMPUS (DOWNTOWN)

300 N.E 2nd Avenue, Miami

REF #	COURSES	DAYS	DATE(S)	TIME	ROOM #	FEE
	REAL ESTATE					
6785	Real Estate Sales Associate 63 Hours and Cram Course (Book Included)	M/W	05/23-08/08	6:00PM-9:00PM	TBA	$610
7158	Real Estate Salesperson State Exam Review	S	07/21-08/04	8:30AM-1:50PM	TBA	$234
	STAFF TRAINING / PROFESSIONAL DEVELOPMENT					
6075	Bookkeeping 1	T/TH	05/15-05/29	6:00PM-10:00PM	TBA	$274
6076	Bookkeeping 2	T/TH	06/05-06/19	6:00PM-10:00PM	TBA	$274
7157	Certified Bookkeeper Test Preparation: Series Pricing	T/TH	05/29-08/16	6:00PM-10:00PM	TBA	$1090
7845	Notary Public Workshop	M	06/04	6:00PM-9:00PM	TBA	$150
8306	Notary Public Workshop	M	07/09	6:00PM-9:00PM	TBA	$150
6117	Accounting – Level I	M/W	05/21-06/18	6:30PM-9:30PM	TBA	$374
6123	Accounting – Level II	M/W	06/20-07/18	6:30PM-9:30PM	TBA	$374
6127	Accounting and Finance Series	M/W	05/21-08/08	6:30PM-9:30PM	TBA	$760
	MANAGEMENT / HUMAN RESOURCES DEVELOPMENT					
6784	Human Resources Excellence in Management	TH	05/31-08/02	6:00PM-9:00PM	TBA	$444
8305	SHRM Essentials of Human Resources	S	07/14-07/28	8:30AM-1:30PM	TBA	$764
8456	Management and Supervision Excellence	T	05/29-07/31	6:00PM-9:00PM	TBA	$444
8377	Certificate in Management and Human Resources	T/TH	05/29-08/02	6:00PM-9:00PM	TBA	$674
	INVESTING/FINANCE					
6078	Stock Market for Beginners	T/TH	05/24-06/07	6:00PM-10:00PM	TBA	$290
6781	Investing: Stock Market Series	T/TH	05/15-05/22	6:00PM-9:20PM	TBA	$664
7397	Stock Market for Beginners: Advanced Investment Techniques	T/TH	06/28-07/12	6:00PM-10:00PM	TBA	$290
6079	The World of Investing	T/TH	05/15-05/22	6:00PM-9:20PM	TBA	$210
6154	Finance for Non-Financial Managers	M/W	07/23-08/08	6:30PM-9:30PM	TBA	$354
	LANGUAGE CENTER					
N/A	Intensive English Levels 1-7	S	05/12-05/18	8:00AM-3:00PM	TBA	$414
N/A	Intensive English Levels 1-7	M/T/W/TH	05/08-06/26	6:30PM-9:30PM	TBA	$414
N/A	Advanced Listening and Conversations 1	M/W	05/14-07/02	6:30PM-9:30PM	TBA	$294
N/A	Advanced Listening and Conversations 1	M/W	07/11-08/27	6:30PM-9:30PM	TBA	$294

WEST CAMPUS

3800 N.W 115th Avenue, Doral

REF #	COURSES	DAYS	DATE(S)	TIME	ROOM #	FEE
	MANAGEMENT / HUMAN RESOURCES DEVELOPMENT					
7012	SHRM Essentials of Human Resource Management Certificate Program	T/TH	07/10-07/19	6:00PM-10:00PM	TBA	$771
	STAFF TRAINING / PROFESSIONAL DEVELOPMENT					
6439	Bookkeeping Level 1	S	07/21-08/11	9:00AM-2:30PM	TBA	$274
6440	Bookkeeping Level 2	F/S	08/17-08/25	6:00PM-9:00PM	TBA	$264
	LANGUAGE CENTER					
7996	Intensive English 1	M/T/W/TH	05/14-08/24	6:30PM-9:30PM	TBA	$414
7319	Intensive English 2	M/T/W/TH	05/14-07/02	6:30PM-9:30PM	TBA	$414
7916	Intensive English 3	M/T/W/TH	05/14-07/02	6:30PM-9:30PM	TBA	$414
7986	Intensive English 4	M/T/W/TH	07/09-08/23	6:30PM-9:30PM	TBA	$414
10864	English For Work I	S	06/02-08/18	9:00AM-2:30PM	TBA	$354
10867	English For Work II	S	06/02-08/18	9:00AM-2:30PM	TBA	$354

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11438	English For Work III	S	06/02-08/18	9:00AM-2:30PM	TBA	$354
	COURSES IN SPANISH					
6441	Teneduria de Libros 1	M/W	06/11-06/25	6:00PM-10:00PM	TBA	$274
6442	Teneduria de Libros 2	M/W	06/27-07/16	6:00PM-10:00PM	TBA	$274
6443	Notary Public (en Español)	S	07/14	9:00AM-12:00PM	TBA	$150

INTERAMERICAN CAMPUS

701 S.W. 27th Avenue, Miami

	STAFF TRAINING / PROFESSIONAL DEVELOPMENT					
REF #	**COURSES**	**DAYS**	**DATE(S)**	**TIME**	**ROOM #**	**FEE**
11009	Payroll	S	06/09-07/07	9:00AM-1:00PM	TBA	$274
11011	Payroll	SU	07/21-08/18	9:00AM-12:00PM	TBA	$274
	LANGUAGE CENTER					
7859	Intensive English 1	T/TH	05/22-08/09	6:00PM-9:30PM	TBA	$414
8513	Intensive English 2	T/TH	05/22-08/09	6:00PM-9:30PM	TBA	$414
8323	Intensive English 3	M/W/F	05/21-08/15	7:00PM-9:20PM	TBA	$414
6191	Intensive English 4	M/W/F	05/21-08/15	7:00PM-9:20PM	TBA	$414
6337	English Conversation 1	S	06/02-08/11	9:35AM-12:10PM	TBA	$220
6338	English Conversation 2	S	06/02-08/11	9:35AM-12:10PM	TBA	$220
6346	English Conversation 3	S	06/02-08/11	9:35AM-12:10PM	TBA	$220
	COURSES IN SPANISH					
8317	Notario Público	W	05/30	6:30PM-9:30PM	TBA	$150
6175	Notario Público	W	06/27	6:30PM-9:30PM	TBA	$150
7826	Notario Público	W	07/25	6:30PM-9:30PM	TBA	$150
6171	Teneduría de Libros 1 (Bookkeeping 1)	W	05/16-06/13	6:00PM-10:00PM	TBA	$274
6172	Teneduría de Libros 2 (Bookkeeping 2)	W	06/20-07/25	6:00PM-10:00PM	TBA	$274
11474	Teneduría de Libros 3 (Bookkeeping 3)	M/W	08/01-08/15	6:00PM-10:00PM	TBA	$274

KENDALL CAMPUS

11011 S.W 104th Street, Kendall

	REAL ESTATE					
REF #	**COURSES**	**DAYS**	**DATE(S)**	**TIME**	**ROOM #**	**FEE**
11315	3-Hour Florida Law for Appraisers	F	06/22	6:30PM-9:30PM	TBA	$154
11316	3-Hour Florida Law for Appraisers	F	08/10	6:30PM-9:30PM	TBA	$154
11317	7 Hour USPAP Update	S	06/23	9:00AM-5:00PM	TBA	$214
11318	7 Hour USPAP Update	S	08/11	9:00AM-5:00PM	TBA	$214
11319	Appraisal Continuing Education	F	06/22	6:30PM-9:30PM	TBA	$364
11319	Appraisal Continuing Education	S/SU	06/23-07/11	9:00AM-5:00PM	TBA	
11320	Appraisal Continuing Education	F	08/10	6:30PM-9:30PM	TBA	$364
11320	Appraisal Continuing Education	S/SU	08/11-08/19	9:00AM-5:00PM	TBA	
8504	**Registered Trainee Appraiser**	T/TH	05/08-08/16	6:30PM-10:00PM	TBA	$1050
11301	Real Estate Sales Associate 63 Hours and Cram Course (Book Included)	S	06/02-08/18	9:00AM-4:00PM	TBA	$594
11302	Real Estate Sales Associate 63 Hours and Cram Course (Book Included)	T/TH	06/19-08/16	6:30PM-10:00PM	TBA	$594
	STAFF TRAINING / PROFESSIONAL DEVELOPMENT					
7889	Accounting – Level 1	T/TH	06/05-06/28	6:30PM-9:30PM	TBA	$374
7890	Accounting – Level 2	T/TH	07/10-08/02	6:30PM-9:30PM	TBA	$374
7891	Bookkeeping 1	M/W	05/23-06/20	7:00PM-9:30PM	TBA	$274
6329	Bookkeeping 2	M/W	07/02-07/30	7:00PM-9:30PM	TBA	$274
8367	Notary Public Workshop	T	05/08	6:30PM-9:30PM	TBA	$150
7892	Payroll	T/TH	07/24-08/16	6:30PM-9:30PM	TBA	$274
7895	Speak Like a Professional	T/TH	07/17-07/26	6:30PM-9:00PM	TBA	$210
7939	Signing Agent Workshop	TH	08/16	6:30PM-9:30PM	TBA	$185
11327	Cyber SAFE – Security Assets For End-Users	S	08/11	8:30AM-1:00PM	TBA	$330
	INVESTING/FINANCE					
8368	Introduction to the Stock Market	S	06/02-06/23	9:00AM-1:00PM	TBA	$200
6399	Options Plain and Simple Part I	S	06/23-07/14	9:00AM-1:00PM	TBA	$274
10922	Options Plain and Simple Part II	S	07/28-08/11	9:00AM-1:00PM	TBA	$274
	MANAGEMENT / HUMAN RESOURCES DEVELOPMENT					
8597	Human Resources Professional Development	S	05/19-07/14	9:00AM-3:45PM	TBA	$529
7894	Management and Supervision Excellence	M/W	06/04-07/09	6:30PM-9:30PM	TBA	$444
7942	Professional Project Management Certification Preparation Course	T/TH	07/17-08/23	6:30PM-9:30PM	TBA	$664
	LANGUAGE CENTER					
8171	ESL Fundamentals	S	05/12-08/18	9:00AM-1:00PM	TBA	$314
6155	ESL Fundamentals	M/T/W/TH	05/07-06/25	6:30PM-8:30PM	TBA	$314
6110	English Conversation 1	S	05/12-06/30	9:00AM-12:00PM	TBA	$174
6116	English Conversation 2	M/W	05/07-06/25	8:30PM-10:00PM	TBA	$174
6115	English Conversation 2	S	05/12-06/30	9:00AM-12:00PM	TBA	$174
6125	English Conversation 3	M/W	05/07-06/25	8:30PM-10:00PM	TBA	$174
6126	English Conversation 3	S	07/07-08/18	9:00AM-12:00PM	TBA	$174
6063	Intensive English 1	M/T/W/TH	05/07-06/25	6:30PM-8:30PM	TBA	$314
6074	Intensive English 1	S	05/18-08/18	9:00AM-1:00PM	TBA	$314
6064	Intensive English 2	M/T/W/TH	05/07-06/25	6:30PM-8:30PM	TBA	$314
6083	Intensive English 2	S	05/12-08/18	9:00AM-1:00PM	TBA	$314
6065	Intensive English 3	M/T/W/TH	05/07-06/25	6:30PM-8:30PM	TBA	$314
6085	Intensive English 3	M/T/W/TH	07/09-08/23	6:30PM-8:30PM	TBA	$314
6066	Intensive English 4	M/T/W/TH	05/07-06/25	6:30PM-8:30PM	TBA	$314

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6087	Intensive English 4	S	05/12-08/18	9:00AM-1:00PM	TBA	$314
	COURSES IN SPANISH					
6339	Notary Public (En Español)	T	05/29	6:30PM-9:30PM	TBA	$150
6340	Notary Public (En Español)	TH	06/28	6:30PM-9:30PM	TBA	$150
11000	Notary Public (En Español)	T	07/24	6:30PM-9:30PM	TBA	$150
7893	Teneduría de Libros 1 (Bookkeeping 1)	T/TH	06/05-06/28	7:00PM-9:30PM	TBA	$274
7980	Teneduría de Libros 2 (Bookkeeping 2)	T/TH	07/10-08/02	7:00PM-9:30PM	TBA	$274

NORTH CAMPUS

11380 N.W. 27th AVENUE, Miami

	INSURANCE					
REF #	**COURSES**	**DAYS**	**DATE(S)**	**TIME**	**ROOM #**	**FEE**
6783	Registered Customer Service Representative State Designation (4-40- RCSR) #94894	S/SU	07/21-08/04	8:30AM-4:30PM	TBA	$554
8905	Title Agent (4-10) State ID #3431	S/SU	07/21-08/04	8:30AM-4:30PM	TBA	$604
	REAL ESTATE					
7722	Real Estate Sales Associate License Exam Preparation (Book Included)	T/TH	05/22-07/19	6:00PM-9:30PM	TBA	$512
	STAFF TRAINING / PROFESSIONAL DEVELOPMENT					
6037	Notary Public Workshop	S	06/30	9:00AM-12:00PM	TBA	$150
8380	Notary Public Workshop	S	07/14	9:00AM-12:00PM	TBA	$150
6410	Notary Public Workshop	S	08/18	9:00AM-12:00PM	TBA	$150
6437	Signing Agent Workshop	S	07/07	9:00AM-12:00PM	TBA	$180
	LANGUAGE CENTER					
7409	English Conversation 1	S	05/19-06/30	9:00AM-1:30PM	TBA	$220
7410	English Conversation 1	S	07/07-08/18	9:00AM-1:00PM	TBA	$220
10920	English Conversation 1	M/W	07/09-08/20	6:00PM-9:20PM	TBA	$294
7411	English Conversation 2	S	05/19-06/30	9:00AM-1:30PM	TBA	$220
7412	English Conversation 2	S	07/07-08/18	9:00AM-1:00PM	TBA	$220
6400	Intensive English 1	M/W	05/14-07/02	6:00PM-9:50PM	TBA	$314
6542	Intensive English 1	T/TH	05/15-07/03	5:40PM-9:25PM	TBA	$314
10872	Intensive English 1	S	05/19-08/25	8:00AM-2:00PM	TBA	$314
6543	Intensive English 1	T/TH	07/05-08/23	5:40PM-9:25PM	TBA	$314
6401	Intensive English 1	M/W	07/09-08/22	6:00PM-9:50PM	TBA	$314
6405	Intensive English 2	M/W	05/14-07/02	6:00PM-9:50PM	TBA	$314
6407	Intensive English 2	T/TH	05/15-07/03	5:40PM-9:25PM	TBA	$314
6408	Intensive English 2	T/TH	07/05-08/23	5:40PM-9:25PM	TBA	$314
6406	Intensive English 2	M/W	07/09-08/22	6:00PM-9:50PM	TBA	$314
10873	Intensive English 2	S	05/19-08/25	8:00AM-2:00PM	TBA	$414
6513	Intensive English 3	M/W	05/14-07/02	5:40PM-9:30PM	TBA	$314
6510	Intensive English 3	T/TH	05/15-07/03	6:00PM-9:40PM	TBA	$314
6514	Intensive English 3	M/W	07/09-08/22	5:40PM-9:30PM	TBA	$314
6511	Intensive English 3	T/TH	07/10-08/23	6:00PM-9:50PM	TBA	$314
6520	Intensive English 4	M/W	05/14-07/02	5:40PM-9:30PM	TBA	$314
6517	Intensive English 4	T/TH	05/15-07/03	6:00PM-9:40PM	TBA	$314
6521	Intensive English 4	M/W	07/09-08/22	5:40PM-9:30PM	TBA	$314
6519	Intensive English 4	T/TH	07/10-08/23	6:00PM-9:50PM	TBA	$314
6825	Spanish Conversation - Beginners	S	05/19-06/30	9:00AM-1:30PM	TBA	$224
6826	Spanish Conversation - Beginners	S	07/07-08/18	9:00AM-1:00PM	TBA	$224
7725	Spanish Conversation - Intermediate	S	05/19-06/30	9:00AM-1:30PM	TBA	$234
8062	Spanish Conversation - Intermediate	T	05/15-08/21	6:30PM-9:15PM	TBA	$294
6824	Spanish Conversation Advanced	S	05/19-06/30	8:30AM-12:55PM	TBA	$274
8824	Spanish Conversation Advanced	S	07/07-08/18	8:45AM-12:45PM	TBA	$274

HIALEAH CAMPUS

1776 W. 49th Street, Hialeah

	STAFF TRAINING / PROFESSIONAL DEVELOPMENT					
REF #	**COURSES**	**DAYS**	**DATE(S)**	**TIME**	**ROOM #**	**FEE**
6588	Certified Bookkeeper Test Preparation: Payroll	SU	05/20-07/01	8:00AM-12:00PM	TBA	$374
6587	Certified Bookkeeper Test Preparation: Inventory and Internal Control	F	05/15-07/20	6:00PM-10:00PM	TBA	$374
6585	Certified Bookkeeper Test Preparation: Adjustments and Error Correction	S	07/07-08/11	8:00AM-12:00PM	TBA	$374
6586	Certified Bookkeeper Test Preparation: Depreciation	SU	07/08-08/12	8:00AM-12:00PM	TBA	$374
6584	Certified Bookkeeper Test Preparation: Series Pricing	SU	05/20-08/12	8:00AM-12:00PM	TBA	$1090
	LANGUAGE CENTER					
8039	English Conversation 1	S	05/19-08/04	8:30AM-12:30PM	TBA	$294
8040	English Conversation 2	S	05/19-08/04	8:30AM-12:30PM	TBA	$294
10870	English Conversation 3	S	05/19-08/04	8:00AM-12:30PM	TBA	$294
8452	English Conversation 4	T/TH	05/29-07/31	6:00PM-9:00PM	TBA	$314
8034	Intensive English 1	S	05/19-08/18	8:00AM-1:30PM	TBA	$360
8036	Intensive English 2	S	05/19-08/18	8:00AM-1:30PM	TBA	$360
8038	Intensive English 3	S	05/19-08/18	8:00AM-1:30PM	TBA	$360
8697	Intensive English 4	S	05/19-08/18	8:00AM-1:30PM	TBA	$360

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6592	Notary Public (en Español)	F	05/25	6:00PM-9:00PM	TBA	$150
6593	Notary Public (en Español)	F	06/22	6:00PM-9:00PM	TBA	$150
6594	Notary Public (en Español)	F	07/27	6:00PM-9:00PM	TBA	$150
7927	Preparacion para la Licencia de Bienes Raices – Libro Incluido	S	05/19-08/18	9:00AM-1:00PM	TBA	$512
7632	Signing Agent (en Español)	F	07/06	6:00PM-9:00PM	TBA	$180
7965	Signing Agent (en Español)	F	08/17	6:00PM-9:00PM	TBA	$180

HOMESTEAD CAMPUS

500 College Terrace, Homestead

STAFF TRAINING / PROFESSIONAL DEVELOPMENT						
REF #	**COURSES**	**DAYS**	**DATE(S)**	**TIME**	**ROOM #**	**FEE**
9591	Business Workshop Series	W	06/23-07/21	6:00PM-9:00PM	TBA	$481
11445	Notary Public Workshop	T	06/05	6:00PM-9:00PM	TBA	$150
8807	Signing Agent Workshop	T	08/07	6:00PM-9:00PM	TBA	$185
	LANGUAGE CENTER					
8524	English Conversation 1	M	05/21-6/23	6:00PM-9:10PM	TBA	$220
11432	Intensive English 1	M/W	05/14-8/22	6:00PM-9:00PM	TBA	$414
11433	Intensive English 2	M/W	05/14-08/22	6:00PM-9:00PM	TBA	$414
6794	Spanish 1	M/W	05/16-06/18	6:00PM-9:10PM	TBA	$284
	COURSES IN SPANISH					
6033	Preparación de Impuestos	S	06/09-06/30	9:00AM-2:00PM	TBA	$150

Registration & Fee Information

2 EASY STEPS TO REGISTER

Choose from our SUMMER offerings.

1. Fill out the SEMINAR/WORKSHOP registration form and contact your **CFT** or **HR** representative for approval.
2. Submit your registration form to **CFT** by email or fax (when faxing, please call the CFT office to confirm receipt of form) or mail to:

CENTER FOR FINANCIAL TRAINING
245 N.E. 4th Street Room 3704-10,
Miami, FL 33132
Tel. (305) 237-3051
Fax (305) 237-7587
E-Mail: claguna@mdc.edu
Website: www.cftse.org

REGISTER EARLY!

Register early for all CFT offerings to ensure that you are enrolled in the offering(s) of your choice. Make sure you provide day, cell and evening phone numbers and email in case we need to contact you regarding your registration.

After you have registered…

ATTEND CLASS AS SCHEDULED…CONFIRMATION EMAILS ARE ONLY SENT FOR SEMINARS LISTED ON FIRST PAGE. FOR ALL OTHER CLASSES PLEASE PRINT YOUR SCHEDULE FROM THE MDC WEBSITE.

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⁄⁄DROP/CHANGES???

A 100% tuition refund minus the **$30.00** non-refundable registration fee will be given if CFT receives the written withdrawal notice 5 business days before the start of class. **No refund will be given after this time period**. **REMEMBER**…if you drop a class that has a small number of students, you jeopardize the entire class! Be sure you can attend before you register or agree to a date change.

Any of the Seminars/Workshops listed on this schedule can be held by request for your group at a location (in-house) and schedule of your choice. All programs can also be customized for your particular institution and training needs.

CFT SEMINAR & WEBINAR REGISTRATION FORM

1 COMPLETE FORM WITH APPROPRIATE SIGNATURES FOR BILLING **2** SCAN & EMAIL TO: CFTSE@MDC.EDU **3** or FAX TO: 305-237-7587

The Center for Financial Training does not discriminate on the basis of race, color, gender, age, and national or ethnic origin. This document may contain privileged and/or confidential information. It is intended solely for the use of CFT and will not be shared without written permission.

Participant Name:	***SSN# (Required):***
Your Bank/Organization Title:	***Department:***
Organization/Bank Name:	***Work & Fax#:***
E-mail (Required for confirmation)	***Cell & Home #:***
ADDRESS: Check On: ☐***Residence*** ☐***Business***	***City/State/Zip:***

STUDENT SIGNATURE: _____ **DATE:** _____

I certify the accuracy of all information on this application and hereby grant permission to CFT to register and withdraw me upon proper notification from the company named above. I also authorize CFT to release a copy of my final grades and/or academic record (transcript) at the end of the term to the representative of CFT and/or the company named above. I have read and agree to all of CFT' registration policies and procedures, including the withdrawal policy and the academic integrity statement as outlined in the schedule or other marketing pieces

When faxing please confirm registration has been received*. For more information, please call (305)237-3051 or visit our website at* ***www.cftse.org***

Seminar & Webinar:

Program Title:	Date:	Location:	Webinar Option:

YOUR EDUCATIONAL GOAL: Please indicate which CFT Diploma and/or Certificate you intend to earn _____
(Please see https://cftse.org/diplomas-certificates-and-college-programs/ for your options) **(DIPLOMA/CERTIFICATE)**

Changes/Cancellations: Cancellations/changes must be made in writing 5-business days prior to the course date for refund or to prevent billing. Your SEMINAR registration will be refunded less a $30.00 enrollment charge during the refund period. Substitutions accepted… you must notify the CFT office with the information of the substitute. No shows will be billed the full course fee.

REGISTRATION WILL NOT BE PROCESSED WITHOUT APPROPRIATE SIGNATURES

PAYMENT:

☐ **A cashier's check/money order is enclosed (no personal check)**

☐ **Master Card** ☐ **Visa** ☐ **Discover** ☐ **American Express**

Credit Card #:_____ Expiration Date: _____ CVS#_____ Amount: $_____

Name on Card: _____ Signature of Cardholder: _____

Billing Address: _____

☐ **Please bill organization/bank:**

As manager or supervisor of this student, I authorize payment from my financial institution to CFT for this enrollment.

Supervisor's/Manager's Name: _____ **Phone #**_____

Supervisor's/Manager's Signature/Approval: _____ **Date:**_____