

El Monte Rosemead Adult School

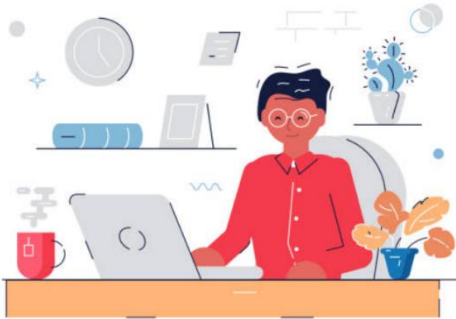
10807 Ramona Blvd, El Monte, CA 91731

626.258.5800

WWW.EMRAS.EDU

Career and Technical Education (CTE)

BUSINESS SUPPORT & SERVICES



GENERAL OFFICE CLERK SEQUENCE

REQUIRED CLASSES:

****Computer Literacy***

****Keyboarding***

****Microsoft Word***

****Business Skills***

Independent Study

Day and Evening Programs Available!

Earn as much as \$35,000 per year and more!

**Free
Babysitting
available for
ages 3-11!**

**CALL TODAY FOR MORE
INFORMATION!**

\$20 Registration fee per quarter plus class fees.

Costs are subject to changes. Books and materials are not included in class fees.