El Monte Rosemead Adult School

10807 Ramona Blvd., El Monte, CA 91731   Tel. 626.258.5800

Student Name _____   Student ID#_____

GENERAL OFFICE CLERK COHORT

Cohort Code: 675.22

BEGINS ON AUGUST 18, 2021 T/TH - 12:00 - 4:00

COHORT INCLUDES THE FOLLOWING CLASSES:

- Computer Literacy – T/TH – 12:00 – 2:00 – Room 208 (Qtr.1)
- Keyboarding – T/TH – 2:00 – 4:00 – Room 208 (Qtr. 1)
- Microsoft Word – T/TH – 12:00 – 4:00 – Room 208 (Qtr. 2)
- Business Skills – T/TH – 12:00 – 4:00 – Room 204-B (Qtr. 3)

Use this flier to register for this Cohort

SPACE IS LIMITED! Sign up today!

Quarter 1 Class Codes: Comp. Lit. –6041.12   Keyboarding –6101.22

COST: $20.00 Registration Fee plus $5 class fee for each class, Microsoft Word $10