Torrance Adult School

TORRANCE ADULT SCHOOL

Career Technical Education (CTE) Catalog

FALL 2026 SEMESTER

FALL 2026

CTE Career Technical Education

Torrance Adult School | TAS

ALLIED HEALTH (MEDICAL)

Fall 2026 Semester: August 31, 2026 – January 22, 2027

Registration Begins July 1

Register Now

Enrollment Webpage



IMPORTANT INFORMATION

- **In-Demand Jobs:** The Occupational Outlook Handbook identifies Allied Health careers among the employment sectors with the greatest growth over the next decade.
- **Medical Accommodations:** Students who need accommodations related to medical or physical conditions should contact the Allied Health Resource Teacher (salter.yowanda@tusd.org) and the school counselor (imoh.obie@tusd.org) ***BEFORE*** registering for a training program, to discuss available support and program requirements.

Visit the TAS Website for our Policies & Procedures.

ATTENTION: NEW SEMESTER SYSTEM

TAS is transitioning to a **two-semester academic calendar** beginning in Fall 2026!

This change will provide students with longer instructional periods, increased opportunities for skills development, and a more consistent academic schedule. Please review the course listings carefully, as program start dates, class schedules, and course lengths may differ from previous terms.

IMPORTANT DATES

Fall 2026 Registration Dates

- July 1: Online Registration Begins
- Aug 5: Open Enrollment (Walk-In Registration) Begins

School Holidays (No Classes)

- Sep 7: Labor Day
- Nov 11: Veterans Day
- Nov 23–27: Thanksgiving Break
- Dec 14–Jan 1: Winter Break

REGISTRATION FEE NOTICE:

Beginning in the 2026-2027 school year, a **NON-REFUNDABLE REGISTRATION FEE** will be required for select CTE training programs. We are committed to keeping education affordable and will continue to ***waive tuition/course fees for a limited time***, to help students save money while gaining valuable career skills and training.

FALL 2026

CTE Career Technical Education

ALLIED HEALTH (MEDICAL) PROGRAMS

MEDICAL TERMINOLOGY & ANATOMY

SPECIAL OFFER
Tuition Waived

IMPORTANT: This course is HIGHLY RECOMMENDED for students entering the medical field.

COURSE DESCRIPTION

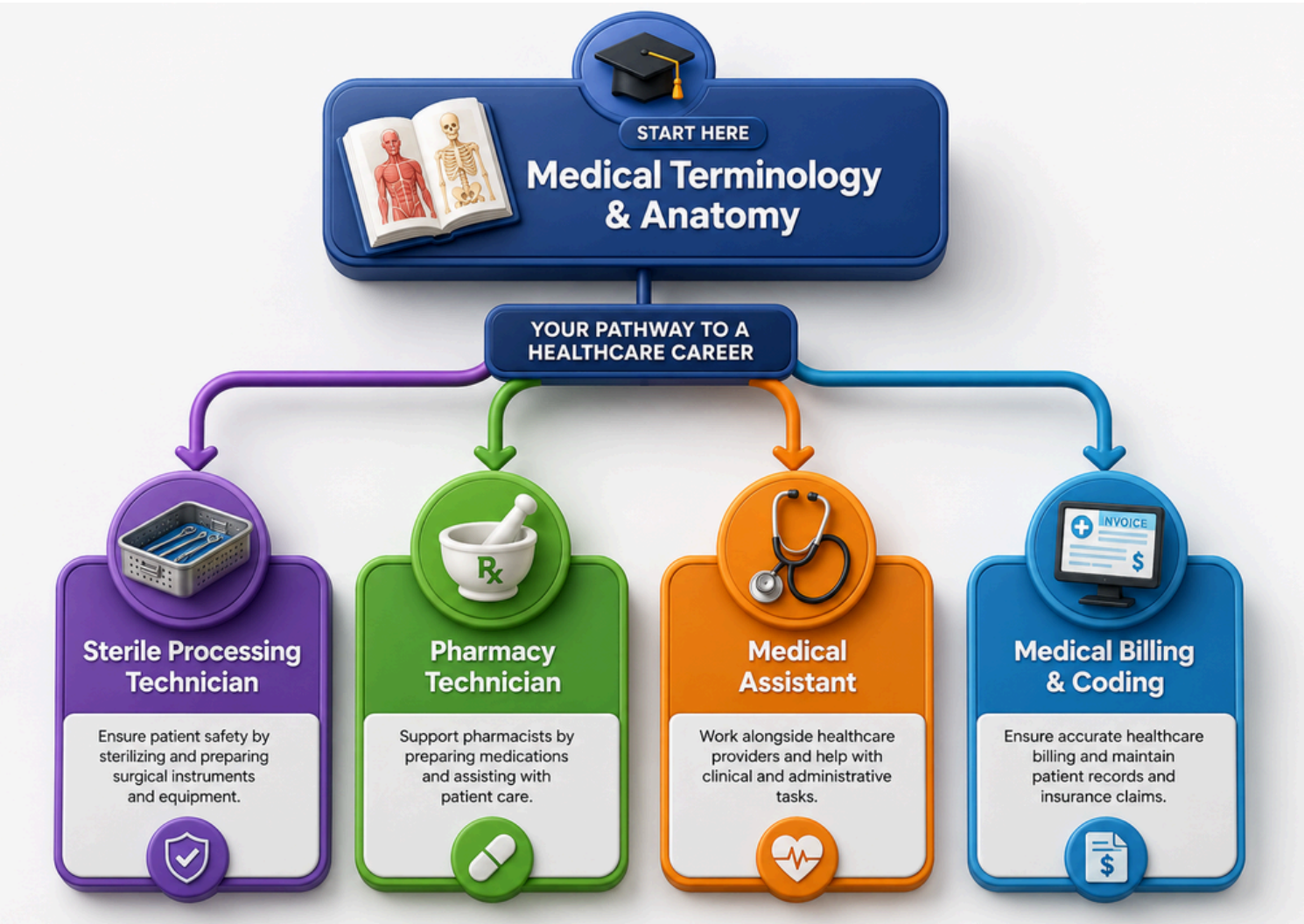
Build a strong foundation in healthcare by learning medical terminology, prefixes, suffixes, abbreviations, and basic human anatomy and physiology. Students develop the vocabulary and knowledge needed to understand medical documentation, communicate effectively in healthcare settings, and prepare for healthcare career training programs. This course is highly recommended for students pursuing a TAS medical training program, as it provides the foundational knowledge needed for success in healthcare education and careers.

COURSE REQUIREMENTS

- Students must maintain a **minimum of 90% attendance** in the class.
- English Level: ESL Students must be **Levels 4-6** to take this class.
- A textbook is required for this course. Textbook information will be provided on the first day of class.

Tuition	Registration	Dates	Schedule	Instructor	Location
$55.00	$0.00	Sep 1 – Dec 10	T–Th 1:00pm–4:00pm	Wang	Levy Adult Center Room 15

START YOUR HEALTHCARE CAREER HERE!



Torrance Adult School | TAS

TUSD.ORG/TAS

(310) 533-4689

FALL 2026

ALLIED HEALTH (MEDICAL) PROGRAMS

NEW

STERILE PROCESSING TECHNICIAN

SPECIAL OFFER
Tuition Waived

IMPORTANT: Recommended Prerequisite: Medical Terminology & Anatomy

CTE Career Technical Education

COURSE DESCRIPTION

Prepare for an entry-level career in healthcare by learning the essential skills needed to clean, inspect, assemble, sterilize, and distribute medical instruments and equipment. Students will learn infection control, sterilization procedures, quality assurance, and industry standards used in hospitals and surgical settings. This program includes hands-on training to prepare students for employment. Upon successful completion of this program, students can earn the Certified Registered Central Service Technician (CRCST) national certification.

ENTRY REQUIREMENTS:

- Must be 18 years of age or older.
- High School Diploma (HSD) or High School Equivalency (HSE) is not required to enter the program, but will be required for the certification exam and for work.
  - Students who need to earn a diploma or equivalency should meet with our school counselor.
- English Level: ESL students must be at **Levels 4–6** to take this class.

PROGRAM REQUIREMENTS:

- A Social Security Number will be required for work.
- A Valid ID will be required for work.
- Students must maintain at least **90% satisfactory attendance** to successfully complete the course.
- A **400-hour externship is required** for program completion.
- High School Diploma or Equivalency is required to sit for the Certified Registered Central Service Technician (CRCST) certification exam.
- A criminal background check, live scan (fingerprints), and/or drug test may be required.
- You must schedule your certification exam **within 120 days** of certification board contact.

OUT-OF-POCKET STUDENT COSTS: Costs are subject to change.

- Textbook ($120)
- Medical Scrubs ($150 for 2 sets)
- Student ID ($10)
- Student Liability Insurance ($30)
- Live Scan ($90)
- Drug Test ($100)
- TB Skin Test ($70)
- Influenza Shot ($70)
- HSPA Membership for CRCST Exam ($90)
- CRCST Certification Exam ($140)

MANDATORY ORIENTATION:

- All applicants **MUST ATTEND a mandatory orientation** before being considered for enrollment.
- Orientation is part of the admissions process, and **DOES NOT guarantee acceptance** into the training program.

Tuition	Registration	Dates	Schedule	Instructor	Location
$2,500.00	$50.00	Aug 31 – Jan 20	M & W 5:30pm–8:30pm	Montemayor	Levy Adult Center Room 6

Torrance Adult School | TAS

FALL 2026

ALLIED HEALTH (MEDICAL) PROGRAMS

PHARMACY TECHNICIAN

SPECIAL OFFER
Tuition Waived

IMPORTANT: Recommended Prerequisite: Medical Terminology & Anatomy

COURSE DESCRIPTION
Students will learn pharmacy terminology, medication classifications, prescription processing, pharmacy law and ethics, customer service, and inventory management. Program includes hands-on training, certification exam preparation, and externship experience to help students develop real-world skills for employment. Upon successful completion of this program and passing the exam, students can earn the state license (Registered Pharmacy Technician, RPhT) and the national certification (Certified Pharmacy Technician, CPhT).

ENTRY REQUIREMENTS:
- Must be 18 years of age or older.
- High School Diploma (HSD) or High School Equivalency (HSE) is required to apply for the state license.
  - ***For U.S. Diplomas:*** You must obtain your **OFFICIAL TRANSCRIPTS** by the time you apply for your license. The Board of Pharmacy **DOES NOT ACCEPT** U.S. high school diploma certificates or college degrees.
  - ***For Non-U.S. Diplomas:*** Your **OFFICIAL TRANSCRIPTS or DIPLOMA CERTIFICATE** must be professionally translated to English and notarized.
  - Students who need to earn a diploma or equivalency should meet with our school counselor.
- English Level: ESL students must be at **Levels 4–6** to take this class.

PROGRAM REQUIREMENTS:
- A Social Security Number will be required for work.
- A Valid ID will be required for work.
- Students must maintain at least **90% satisfactory attendance** to successfully complete the program.
- A **120-hour externship at a medical facility is required** for program completion.
- High School Diploma or Equivalency is required to apply for the state license and to sit for the Pharmacy Technician Certification Exam (PTCE).
- Students **must pass a drug test** before entering externship.
- A criminal background check, live scan (fingerprints), and/or drug test will be required by employers.

OUT-OF-POCKET STUDENT COSTS: Costs are subject to change.
- Textbook ($245)
- Medical Scrubs ($150 for 2 sets)
- Student ID ($10)
- Student Liability Insurance ($30)
- CPR/1st Aid Certification ($90)
- Drug Test ($100)
- Live Scan ($90)
- License Application Fee ($120)
- PTCE Certification Exam ($129)

MANDATORY ORIENTATION:
- All applicants **MUST ATTEND a mandatory orientation** before being considered for enrollment.
- Orientation is part of the admissions process, and **DOES NOT guarantee acceptance** into the training program.

Tuition	Registration	Dates	Schedule	Instructor	Location
$800.00	$50.00	Aug 31 – Dec 11	M–F 8:30am–12:00pm	Wang	Levy Adult Center Room 15

CTE Career Technical Education

Torrance Adult School | TAS

FALL 2026

ALLIED HEALTH (MEDICAL) PROGRAMS

MEDICAL ASSISTANT

SPECIAL OFFER
Tuition Waived

IMPORTANT: Recommended Prerequisite: Medical Terminology & Anatomy

COURSE DESCRIPTION
Students learn both clinical and administrative skills, including patient care, vital signs, injections, venipunctures, simple lab tests, administering medications, scheduling, and medical office procedures. This program combines four 5-week modules of classroom instruction, skills and lab training, and electronic health records. Students are required to complete an assumption of risk form, prepare a medical resume, and provide immunization records, physical exam, and pass a TB test to qualify for some externship facilities. Upon successful completion of this program and passing the exam, students can earn the Certified Clinical Medical Assistant (CCMA) national certification.

ENTRY REQUIREMENTS:
- Must be 18 years of age or older.
- High School Diploma (HSD) or High School Equivalency (HSE) is not required to enter the program, but will be required for the certification exam and for work.
  - Students who need to earn a diploma or equivalency should meet with our school counselor.
- English Level: ESL students must be at **Levels 4–6** to take this class.

PROGRAM REQUIREMENTS:
- A Social Security Number will be required for work.
- A Valid ID will be required for work.
- Students must maintain at least **90% satisfactory attendance** to successfully complete the program.
- A **160-hour externship at a medical facility is required** for program completion.
- High School Diploma or Equivalency is required to sit for the Certified Clinical Medical Assistant (CCMA) exam.
- Students **must pass a drug test** before entering externship.
- A criminal background check, live scan (fingerprints), and/or drug test will be required by employers.

OUT-OF-POCKET STUDENT COSTS: Costs are subject to change.
- Textbook ($190)
- Medical Scrubs ($150 for 2 sets)
- Stethoscope & Blood Pressure Kit ($25)
- SimChart Book ($148)
- Student ID ($10)
- Student Liability Insurance ($30)
- CPR/1st Aid Certification ($90)
- Drug Test ($100)
- Live Scan ($90)
- CCMA Prep Package ($99)
- CCMA Certification Exam ($169)

MANDATORY ORIENTATION:
- All applicants **MUST ATTEND a mandatory orientation** before being considered for enrollment.
- Orientation is part of the admissions process, and **DOES NOT guarantee acceptance** into the training program.

Tuition	Registration	Dates	Schedule	Instructor	Location
$1,300.00	$50.00	Aug 31 – Feb 16	M–Th 12:30pm–4:30pm	Salter	Levy Adult Center Room 13

CTE Career Technical Education

Torrance Adult School | TAS

FALL 2026

ALLIED HEALTH (MEDICAL) PROGRAMS

MEDICAL BILLING & CODING

SPECIAL OFFER
Tuition Waived

IMPORTANT: Recommended Prerequisite: Medical Terminology & Anatomy

COURSE DESCRIPTION

This training program prepares students for two healthcare careers—Medical Biller and Medical Coder. Students will learn diagnostic and procedural coding, health insurance processes, medical billing, electronic health records, and healthcare regulations. This program provides hands-on training to prepare students for employment. Upon successful completion of this program and passing the exams, students can earn the Certified Billing & Coding Specialist (CBCS) and Certified Professional Coder (CPC) national certifications.

ENTRY REQUIREMENTS:

- Must be 18 years of age or older.
- High School Diploma (HSD) or High School Equivalency (HSE) is not required to enter the program, but will be required for the certification exam and for work.
  - Students who need to earn a diploma or equivalency should meet with our school counselor.
- English Level: ESL students must be at **Levels 4–6** to take this class.

PROGRAM REQUIREMENTS

- A Social Security Number will be required for work.
- A Valid ID will be required for work.
- Students must maintain at least **90% satisfactory attendance** to successfully complete the program.
- A **160-hour externship at a medical facility is required** for program completion.
- High School Diploma or Equivalency is required to sit for the Certified Billing & Coding Specialist (CBCS) and Certified Professional Coder (CPC) exams.
- Students **must pass a drug test** before entering externship.
- A criminal background check, live scan (fingerprints), and/or drug test will be required by employers.

OUT-OF-POCKET STUDENT COSTS: Costs are subject to change.

- Textbook ($814)
- Medical Scrubs ($150 for 2 sets)
- SimChart Book ($148)
- Student ID ($10)
- Student Liability Insurance ($30)
- CPR/1st Aid Certification ($90)
- Drug Test ($100)
- Live Scan ($90)
- CBCS Exam ($134)
- CBCS Prep Package ($89)
- CPC Exam Bundle ($800)
- AAPC Membership for CPC Exam ($229)

MANDATORY ORIENTATION:

- All applicants **MUST ATTEND a mandatory orientation** before being considered for enrollment.
- Orientation is part of the admissions process, and **DOES NOT guarantee acceptance** into the training program.

Tuition	Registration	Dates	Schedule	Instructor	Location
$2,100.00	$50.00	Aug 31 – Mar 16	M–F 8:30am–12:00pm	Salter	Levy Adult Center Room 13

CTE Career Technical Education

Torrance Adult School | TAS

FALL 2026

ALLIED HEALTH (MEDICAL) PROGRAMS

REGISTERED BEHAVIOR TECHNICIAN

ON HOLD

SPECIAL OFFER
Tuition Waived

ATTENTION: Due to unforeseen circumstances, this program has been placed on hold until further notice and will not be offered in the Fall 2026 semester.

IMPORTANT: Ideal for paraprofessionals, instructional aides, recent grads, parents, and caregivers.
This training program is based on the RBT Task List (2nd ed.) and is designed to meet the 40-hour training requirement for RBT certification. The program is offered independently of the Behavior Analyst Certification Board (BACB).

COURSE DESCRIPTION
Prepare for a rewarding career supporting individuals with autism and other developmental disabilities. Students will learn the **principles of Applied Behavior Analysis (ABA),** and how to apply evidence-based strategies to teach new skills, promote positive behavior change, and reduce challenging behaviors. The program covers data collection and documentation, reinforcement and prompting techniques, communication and social skills development, daily living skills instruction, and professional ethics. Upon successful completion of this program and the exam, students can earn the nationally recognized Registered Behavior Technician (RBT) credential through the Behavior Analyst Certification Board (BACB).

ENTRY REQUIREMENTS:
- Must be 18 years of age or older.
- High School Diploma (HSD) or High School Equivalency (HSE) is not required to enter the program, but will be required for the self-attestation form at the end of the program.
  - Students who need to earn a diploma or equivalency should meet with our school counselor.
- English Level: ESL students must be at **Levels 4–6** to take this class.

PROGRAM REQUIREMENTS:
- A Social Security Number will be required for work.
- A Valid ID will be required for work.
- Students must maintain at least **90% satisfactory attendance** to successfully complete the program.
- **Externship/Fieldwork is required for the Initial Competency Assessment and program completion.**

CERTIFICATION REQUIREMENTS
- High School Diploma or Equivalency is **required by the Behavior Analyst Certification Board (BACB) before applying for RBT certification.**
- Must pass a criminal background check and live scan (fingerprints).
- Must pass the Abuse Registry Check.
- Must complete the Initial Competency Assessment after classroom instruction ends.
- Must pass the RBT Certification Exam.
- You must submit your application to the BACB **within 90 days** of completing the Initial Competency Assessment.

OUT-OF-POCKET STUDENT COSTS: Costs are subject to change.
- RBT Study Guide Bundle ($24)
- RBT Terminology Flash Cards ($30)
- BACB Certification Application Fee ($65)
- Pearson VUE Testing Exam Appointment ($45)
- Abuse Registry Check ($25)
- Student Liability Insurance ($30)
- Student ID ($10)
- Live Scan ($90)
- Drug Test ($100)

MANDATORY ORIENTATION:
- All applicants **MUST ATTEND a mandatory orientation** before being considered for enrollment.
- Orientation is part of the admissions process, and **DOES NOT guarantee acceptance** into the training program.

Tuition	Registration	Dates	Schedule	Instructor	Location
$1,200.00	$50.00	TBD	TBD	Staff	Levy Adult Center Room TBD

CTE Career Technical Education

Torrance Adult School | TAS

FALL 2026

CTE Career Technical Education

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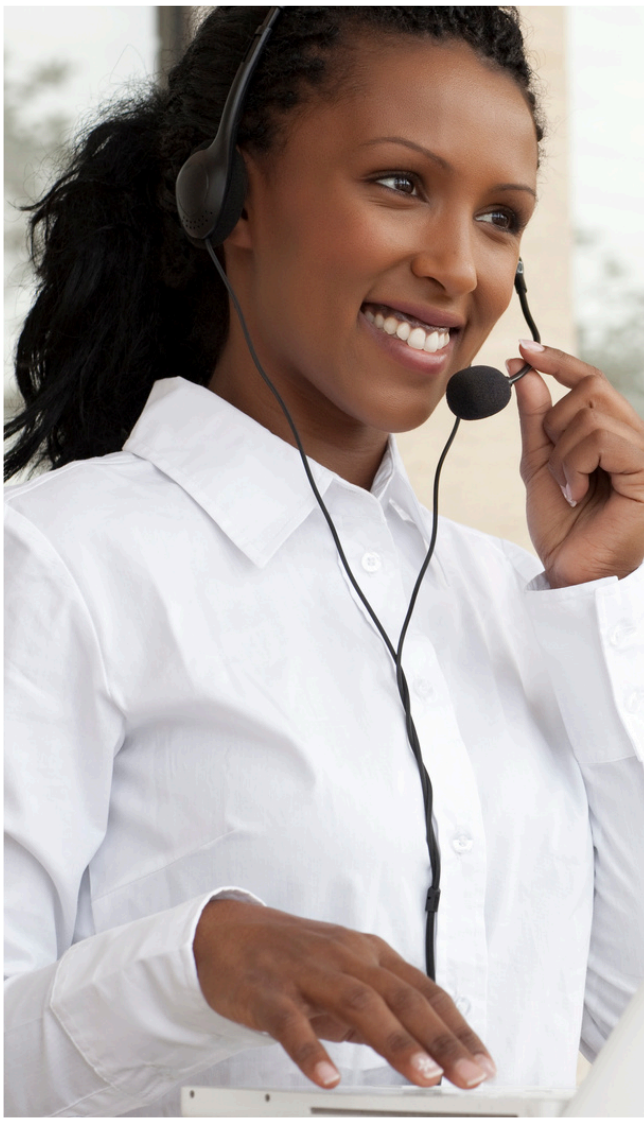
INFORMATION TECHNOLOGY (IT)

Fall 2026 Semester: August 31, 2026 – January 22, 2027

Registration Begins July 1

Register Now

Enrollment Webpage



IMPORTANT INFORMATION

- **Computer Skills:** Students must have **intermediate level computer and typing skills**, or experience with computer file management and cloud storage. Prior completion of our Essential Computer Skills 2 (formerly Computer Essentials 2) course is highly recommended. ***This program is not for beginner computer users.***
- **Pathway Continuation:** Students who successfully complete the IT Support Technician program are strongly encouraged to continue their training in the Cybersecurity program in the Spring 2027 semester.

Visit the TAS Website for our Policies & Procedures.

ATTENTION: NEW SEMESTER SYSTEM

TAS is transitioning to a **two-semester academic calendar** beginning in Fall 2026!

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IMPORTANT DATES

Fall 2026 Registration Dates

- July 1: Online Registration Begins
- Aug 5: Open Enrollment (Walk-In Registration) Begins

School Holidays (No Classes)

- Sep 7: Labor Day
- Nov 11: Veterans Day
- Nov 23–27: Thanksgiving Break
- Dec 14–Jan 1: Winter Break

REGISTRATION FEE NOTICE:

Beginning in the 2026-2027 school year, a **NON-REFUNDABLE REGISTRATION FEE** will be required for select CTE training programs. We are committed to keeping education affordable and will continue to ***waive tuition/course fees for a limited time***, to help students save money while gaining valuable career skills and training.

FALL 2026

INFORMATION TECHNOLOGY (IT) PROGRAM

NEW

IT SUPPORT TECHNICIAN

SPECIAL OFFER
Tuition Waived

IMPORTANT: Students must have intermediate level computer and typing skills, or experience with computer file management and cloud storage. Prior completion of our Essential Computer Skills 2 (formerly Computer Essentials 2) course is highly recommended. *This program is not for beginner computer users.*

CTE Career Technical Education

Torrance Adult School | TAS

COURSE DESCRIPTION

Ready to break into the world of technology? This immersive program is your bridge to a rewarding career in IT support. You will begin by mastering the essential terminology used in professional technical environments, with a strong emphasis on spelling and pronunciation so you can communicate with confidence.

Once you have built a solid technical vocabulary, you'll move into the hands-on world of the help desk. You'll learn to install hardware, troubleshoot Windows and macOS systems, test network connectivity, and respond to common security threats. By the end of the program, you won't just sound like an IT professional—you'll have the practical skills and preparation needed to pursue the **Cisco Certified Support Technician (CCST) IT Support certification.**

ENTRY REQUIREMENTS:

- Must be 18 years of age or older.
- High School Diploma (HSD) or High School Equivalency (HSE) is not required to enter the program, but will be required for work.
  - Students who need to earn a diploma or equivalency should meet with our school counselor.
- English Level: ESL students must be at **Levels 4–6** to take this class.
- Computer Skills: Students must have **intermediate level computer and typing skills, or experience with computer file management and cloud storage.** Prior completion of our Essential Computer Skills II (formerly Computer Essentials 2) course is highly recommended. ***This program is not for beginner computer users.***

PROGRAM REQUIREMENTS:

- A Social Security Number will be required for work.
- A Valid ID will be required for work.
- Students must maintain at least **90% satisfactory attendance** to successfully complete the program.

OUT-OF-POCKET STUDENT COSTS: Costs are subject to change.

- Textbook ($110)
- Training Software ($100)
- Student ID ($10)
- CCST Certification Exam ($130)

MANDATORY ORIENTATION:

- All applicants **MUST ATTEND a mandatory orientation** before being considered for enrollment.
- Orientation is part of the admissions process, and **DOES NOT guarantee acceptance** into the training program.

Tuition	Registration	Dates	Schedule	Instructor	Location
$1,695.00	$50.00	Aug 31 – Jan 21	M–Th 5:30pm–8:30pm	Yuan	Levy Adult Center Room 3

FALL 2026

CTE Career Technical Education

Torrance Adult School | TAS

PUBLIC SERVICES ACADEMY

Fall 2026 Semester: August 31, 2026 – January 22, 2027

Registration Begins July 1

Register Now

Enrollment Webpage



IMPORTANT INFORMATION

Accepted students will be placed in the appropriate Public Services Academy pathway based on their industry experience/professional background.

- **Beginner:** Soft Skills & Public Safety Foundations
- **Intermediate:** Campus Safety, Security, & Emergency Response
- **Advanced:** Public Safety Leadership & Asset Protection

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- Nov 23–27: Thanksgiving Break
- Dec 14–Jan 1: Winter Break

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FALL 2026

SECURITY GUARD PROGRAM

BSIS 8-HOUR GUARD CARD TRAINING

SPECIAL OFFER
Tuition Waived

IMPORTANT: This is a standalone 8-Hour Guard Card training course—no program orientation required. Recommended for students who only wish to obtain the BSIS initial Guard Card, without additional training. Students seeking more comprehensive training in public safety are encouraged to apply for the Security Guard pathways.

COURSE DESCRIPTION
This course provides the 8-Hour BSIS Guard Card state-required training, per the California Bureau of Security and Investigative Services (BSIS) for security guard registration. The course consists of the BSIS-required Power to Arrest and Appropriate Use of Force training and introduces students to the roles, responsibilities, legal authority, and ethical expectations of security professionals. Successful completion of this course satisfies the initial (8-Hour) training requirement for obtaining the BSIS security guard registration (guard card). This standalone training course is offered once a month at Torrance Adult School.

GUARD CARD REQUIREMENTS:
- Must be 18 years of age or older.
- A Social Security Number and valid ID will be required for work.
- A criminal background check and live scan (fingerprints) will be required to apply for the BSIS Guard Card.

PHYSICAL FITNESS, COMMUNICATION, AND TECHNOLOGY:
Candidates must be able to:
- Stand and walk for extended periods (patrolling by foot).
- Lift up to 50 pounds occasionally.
- Respond calmly and quickly during emergencies.
- Sufficient vision and hearing to observe activities, identify hazards, and monitor security systems and radio.
- Exercise judgment, analyze situations, and make decisions based on laws, policies, and procedures.
- Strong verbal and written skills are essential.
- Ability to use computers and basic security software.

OUT-OF-POCKET STUDENT COSTS: Costs are subject to change.
- Textbook ($65)
- Uniform ($30)
- BSIS Application Fee ($60)
- Student ID ($10)
- Live Scan ($75)

SEPTEMBER 2026 BSIS GUARD CARD TRAINING | Registration: July 1 – September 3, 2026

Tuition	Registration	Dates	Schedule	Instructor	Location
$120.00	$50.00	Sep 4 & 11	F 9:00am–1:00pm	Duran Jr.	Levy Adult Center Room 8

OCTOBER 2026 BSIS GUARD CARD TRAINING | Registration: September 8 – October 1, 2026

Tuition	Registration	Dates	Schedule	Instructor	Location
$120.00	$50.00	Oct 2 & 9	F 9:00am–1:00pm	Duran Jr.	Levy Adult Center Room 8

NOVEMBER 2026 BSIS GUARD CARD TRAINING | Registration: October 5 – November 5 2026

Tuition	Registration	Dates	Schedule	Instructor	Location
$120.00	$50.00	Nov 6 & 13	F 9:00am–1:00pm	Duran Jr.	Levy Adult Center Room 8

DECEMBER 2026 BSIS GUARD CARD TRAINING | Registration: November 9 – December 3, 2026

Tuition	Registration	Dates	Schedule	Instructor	Location
$120.00	$50.00	Dec 4 & 11	F 9:00am–1:00pm	Duran Jr.	Levy Adult Center Room 8

CTE Career Technical Education

Torrance Adult School | TAS

FALL 2026

PUBLIC SERVICES PATHWAY

BUILD SKILLS. GAIN EXPERIENCE. MAKE AN IMPACT.

COMPETENCY	BEGINNER PATHWAY Build a Strong Foundation	INTERMEDIATE PATHWAY Expand Your Skills	ADVANCED PATHWAY Lead with Confidence
Work-Based Learning	✓	✓	✓
Project-Based Learning	✓	✓	✓
Scenario-Based Learning	✓	✓	✓
BSIS 8-Hour Guard Card	✓		
Observation & Reporting Techniques	✓		
Radio Communications	✓	✓	
Foundational Skills: Professionalism, Ethics, Communication Skills, Customer Service, Public Relations	✓	✓	
Radio Communications	✓	✓	
Report Writing	✓	✓	
Public Safety Career Exploration	✓		
Conflict Resolution	✓	✓	
De-escalation Techniques and Crisis Intervention		✓	
SB 1626 School Security Training		✓	
SB 390 School Safety Standards		✓	
American Red Cross 1st Aid/ CPR/AED/BLS Training		✓	
FEMA Incident Command System (ICS)		✓	
FEMA National Incident Management System (NIMS)		✓	
ALICE Active Shooter Awareness		✓	
BSIS 32-Hour Security Officer Training		✓	✓
Access Control and Loss Prevention			✓
Trespass Enforcement			✓
Workplace Violence Prevention			✓
Chemical Agents/OC Spray Awareness			✓
Crowd Control Operations			✓
Incident Scene Preservation			✓
Supervisor Report Writing			✓
Leadership & Supervision			✓
Standard Operating Procedure (SOP) Development			✓

CTE Career Technical Education

Torrance Adult School | TAS

TUSD.ORG/TAS

(310) 533-4689

FALL 2026

BEGINNER PATHWAY | SECURITY GUARD PROGRAM

SOFT SKILLS & PUBLIC SAFETY FOUNDATIONS

SPECIAL OFFER
Tuition Waived

IMPORTANT: This BEGINNER pathway is ideal for students new to the field. Also recommended for current security professionals seeking to strengthen their foundational knowledge and practical skills.

COURSE DESCRIPTION
Begin your career in security and public safety with this beginner-level pathway. Students complete the BSIS-required Power to Arrest and Appropriate Use of Force training while learning roles and responsibilities of security officers, observation and reporting techniques, emergency response procedures, professionalism, communication skills, conflict resolution, and workplace safety. Instruction also includes hands-on training, project-based learning, work-based learning activities, scenario-based exercises, report writing using FACCCT principles, and customer service techniques.Successful completion of this pathway satisfies the training requirement to apply for a California Security Guard Registration (Guard Card) and serves as a foundation for the intermediate and advanced-level pathways within the TAS Public Services Academy.

ENTRY REQUIREMENTS:
- Must be 18 years of age or older.
- High School Diploma (HSD) or High School Equivalency (HSE) is not required to enter the program, but will be required for work.
  - Students who need to earn a diploma or equivalency should meet with our school counselor.
- English Level: ESL students must be at **Levels 4–6** to take this class.

PROGRAM REQUIREMENTS:
- A Social Security Number will be required for work.
- A Valid ID will be required for work.
- Students must maintain at least **90% satisfactory attendance** to successfully complete the program.
- **Work-based (hands-on) training is required** for program completion.
- For those obtaining the Campus Security certification, you will need to pass the SB1626/SB390 exam with a **minimum 80% score.**
- A criminal background check and live scan (fingerprints) will be required to apply for the BSIS Guard Card.

PHYSICAL FITNESS:
Candidates must be able to:
- Stand and walk for extended periods (patrolling by foot).
- Lift up to 50 pounds occasionally.
- Respond calmly and quickly during emergencies.
- Sufficient vision and hearing to observe activities, identify hazards, and monitor security systems and radio.

COMMUNICATION SKILLS:
Candidates must be able to:
- Exercise judgment, analyze situations, and make decisions based on laws, policies, and procedures.
- Strong verbal and written skills are essential.

TECHNOLOGY:
- Ability to use computers and basic security software.

OUT-OF-POCKET STUDENT COSTS: Costs are subject to change.
- Textbook ($65)
- Uniform ($30)
- Nitrile Disposable Gloves ($20)
- BSIS Application Fee ($60)
- Student ID ($10)
- Live Scan ($75)

MANDATORY ORIENTATION:
- All applicants **MUST ATTEND a mandatory orientation** before being considered for enrollment.
- Orientation is part of the admissions process, and **DOES NOT guarantee acceptance** into the training program.

Tuition	Registration	Dates	Schedule	Instructor	Location
$800.00	$50.00	Aug 31 – Oct 1	M–Th 9:00am–1:00pm	Duran Jr.	Levy Adult Center Room 8

CTE Career Technical Education

Torrance Adult School | TAS

FALL 2026

INTERMEDIATE PATHWAY | SECURITY GUARD PROGRAM

CAMPUS SAFETY, SECURITY, & EMERGENCY RESPONSE

SPECIAL OFFER
Tuition Waived

IMPORTANT: This INTERMEDIATE pathway is for students who have (1) at least 6 months of current or previous work experience in the Public Safety and Security field, and (2) a current and valid Guard Card.

COURSE DESCRIPTION
Students receive training in SB 1626 Campus Security Officer requirements, SB 390 School Safety standards, emergency response, conflict resolution, de-escalation techniques, crisis intervention, and campus safety operations. Instruction also includes American Red Cross First Aid/CPR/AED and Basic Life Support (BLS) training, and incorporates ALICE active threat response concepts, emergency preparedness, evacuation procedures, disaster response awareness, report writing, and communication skills. Students participate in scenario-based learning, project-based learning, work-based learning, emergency drills, campus safety exercises, and hands-on externship training. This pathway prepares students for careers in campus security, school safety, and public safety support positions, and serves as a foundation for the advanced-level pathway within the TAS Public Services Academy.

ENTRY REQUIREMENTS:
- Must be 18 years of age or older.
- High School Diploma (HSD) or High School Equivalency (HSE) is not required to enter the program, but will be required for work.
  - Students who need to earn a diploma or equivalency should meet with our school counselor.
- English Level: ESL students must be at **Levels 4–6** to take this class.

PROGRAM REQUIREMENTS:
- A Social Security Number will be required for work.
- A Valid ID will be required for work.
- Students must maintain at least **90% satisfactory attendance** to successfully complete the program.
- **Work-based (hands-on) training is required** for program completion.
- For those obtaining the Campus Security certification, you will need to pass the SB1626/SB390 exam with a **minimum 80% score.**
- A criminal background check and live scan (fingerprints) will be required to apply for the BSIS Guard Card.

PHYSICAL FITNESS:
Candidates must be able to:
- Stand and walk for extended periods (patrolling by foot).
- Lift up to 50 pounds occasionally.
- Respond calmly and quickly during emergencies.
- Sufficient vision and hearing to observe activities, identify hazards, and monitor security systems and radio.

COMMUNICATION SKILLS:
Candidates must be able to:
- Exercise judgment, analyze situations, and make decisions based on laws, policies, and procedures.
- Strong verbal and written skills are essential.

TECHNOLOGY:
- Ability to use computers and basic security software.

OUT-OF-POCKET STUDENT COSTS: Costs are subject to change.
- Textbook ($65)
- Uniform ($30)
- Nitrile Disposable Gloves ($20)
- Mini Pocket Mask for CPR ($4)
- Gauze for 1st Aid Training ($8)
- Student ID ($10)
- CPR/1st Aid & BLS Certification Bundle ($70)

MANDATORY ORIENTATION:
- All applicants **MUST ATTEND a mandatory orientation** before being considered for enrollment.
- Orientation is part of the admissions process, and **DOES NOT guarantee acceptance** into the training program.

Tuition	Registration	Dates	Schedule	Instructor	Location
$1,200.00	$50.00	Oct 5 – Nov 12	M–Th 9:00am–1:00pm	Duran Jr.	Levy Adult Center Room 8

CTE Career Technical Education

Torrance Adult School | TAS

FALL 2026

ADVANCED PATHWAY | SECURITY GUARD PROGRAM

PUBLIC SAFETY LEADERSHIP & ASSET PROTECTION

SPECIAL OFFER
Tuition Waived

IMPORTANT: This ADVANCED pathway is for experienced students who need to fulfill the 32-hour continuing education requirement to maintain their initial BSIS Guard Card, and/or for students who are currently in, or seeking training for, supervisory/leadership roles within the field.

COURSE DESCRIPTION
Advance your career in security and public safety with training in the California BSIS 32-Hour Security Officer Skills Training curriculum, leadership, supervision, and security operations. Students learn access control, workplace violence prevention, crowd management, incident documentation, emergency response, asset protection, loss prevention, operational planning, policy development, and team leadership. Through hands-on activities and scenario-based training, students learn how to supervise personnel, manage security operations, develop standard operating procedures, conduct evaluations, lead security teams, and develop the skills needed for supervisory and leadership roles in security, campus security, and public safety organizations.

ENTRY REQUIREMENTS:
- Must be 18 years of age or older.
- High School Diploma (HSD) or High School Equivalency (HSE) is not required to enter the program, but will be required for work.
  - Students who need to earn a diploma or equivalency should meet with our school counselor.
- English Level: ESL students must be at **Levels 4–6** to take this class.

PROGRAM REQUIREMENTS:
- A Social Security Number will be required for work.
- A Valid ID will be required for work.
- Students must maintain at least **90% satisfactory attendance** to successfully complete the program.
- **Work-based (hands-on) training is required** for program completion.
- For those obtaining the Campus Security certification, you will need to pass the SB1626/SB390 exam with a **minimum 80% score.**
- A criminal background check and live scan (fingerprints) will be required to apply for the BSIS Guard Card.

PHYSICAL FITNESS:
Candidates must be able to:
- Stand and walk for extended periods (patrolling by foot).
- Lift up to 50 pounds occasionally.
- Respond calmly and quickly during emergencies.
- Sufficient vision and hearing to observe activities, identify hazards, and monitor security systems and radio.

COMMUNICATION SKILLS:
Candidates must be able to:
- Exercise judgment, analyze situations, and make decisions based on laws, policies, and procedures.
- Strong verbal and written skills are essential.

TECHNOLOGY:
- Ability to use computers and basic security software.

OUT-OF-POCKET STUDENT COSTS: Costs are subject to change.
- Textbook ($65)
- Uniform ($30)
- Nitrile Disposable Gloves ($20)
- Mini Pocket Mask for CPR ($4)
- Gauze for 1st Aid Training ($8)
- Student ID ($10)
- CPR/1st Aid & BLS Certification Bundle ($70)

MANDATORY ORIENTATION:
- All applicants **MUST ATTEND a mandatory orientation** before being considered for enrollment.
- Orientation is part of the admissions process, and **DOES NOT guarantee acceptance** into the training program.

Tuition	Registration	Dates	Schedule	Instructor	Location
$1,500.00	$50.00	Nov 16 – Jan 22	M–Th 9:00am–1:00pm	Duran Jr.	Levy Adult Center Room 8

CTE Career Technical Education

Torrance Adult School | TAS

FALL 2026

CTE Career Technical Education

Torrance Adult School | TAS

COMPUTER & DIGITAL LITERACY

Fall 2026 Semester: August 31, 2026 – January 22, 2027

Registration Begins July 1

Register Now

Enrollment Webpage



IMPORTANT INFORMATION

- **Upgrade Your Computer and Digital Literacy Skills:** Build the digital skills needed for work, school, and everyday life. These beginner-friendly courses cover essential computer skills. No prior computer experience is required unless otherwise noted.
- **Gain Skills for TAS Training Programs:** Classes are also designed to provide students with the computer skills needed for many of our certification training programs.

Visit the TAS Website for our Policies & Procedures.

ATTENTION: NEW SEMESTER SYSTEM

TAS is transitioning to a **two-semester academic calendar** beginning in Fall 2026!

This change will provide students with longer instructional periods, increased opportunities for skills development, and a more consistent academic schedule. Please review the course listings carefully, as program start dates, class schedules, and course lengths may differ from previous terms.

IMPORTANT DATES

Fall 2026 Registration Dates

- July 1: Online Registration Begins
- Aug 5: Open Enrollment (Walk-In Registration) Begins

School Holidays (No Classes)

- Sep 7: Labor Day
- Nov 11: Veterans Day
- Nov 23–27: Thanksgiving Break
- Dec 14–Jan 1: Winter Break

REGISTRATION FEE NOTICE:

Beginning in the 2026-2027 school year, a **NON-REFUNDABLE REGISTRATION FEE** will be required for select CTE training programs. We are committed to keeping education affordable and will continue to ***waive tuition/course fees for a limited time***, to help students save money while gaining valuable career skills and training.

FALL 2026

COMPUTER & DIGITAL LITERACY COURSES

CTE Career Technical Education

ESSENTIAL COMPUTER SKILLS 1

FREE!

IMPORTANT: This beginner computer course is designed for students with limited computer skills.

COURSE DESCRIPTION

Build confidence using computers in everyday life, education, and the workplace. This hands-on course introduces students to essential computer skills, including identifying basic computer components, understanding how computers work, and learning how common hardware devices connect together to form a complete computer system. Students will explore Windows, manage files and folders, connect to Wi-Fi, browse the internet safely, conduct effective Google searches, and navigate common applications.
The course also introduces digital communication concepts, including understanding the TO, CC, and BCC fields in email and following professional email etiquette. Additional topics include online safety practices, accessibility features, system updates, and introductory AI tools. Through guided practice and real-world activities, students will develop the foundational technology skills needed for school, work, and everyday life.

COURSE REQUIREMENTS

- Students must maintain a **minimum of 80% attendance** in the class.
- English Level: ESL Students must be **Levels 4-6** to take this class.

Tuition	Registration	Dates	Schedule	Instructor	Location
$0.00	$0.00	Aug 31 – Jan 20	M & W 9:00am–11:30am	Yuan	Levy Adult Center Room K2
$0.00	$0.00	Sep 1 – Jan 22	T & Th 1:00pm–3:00pm	Yuan	Griffith Adult Center Room 6

ESSENTIAL COMPUTER SKILLS 2

FREE!

IMPORTANT: Recommended Prerequisite: Essential Computer Skills 1 (formerly Computer Essentials 1). This intermediate computer course focuses on computer file management and cloud storage.

COURSE DESCRIPTION

Develop your computer skills further by managing digital files, communicating through email, and navigating online learning environments. This hands-on course teaches students how to organize files and folders, manage downloads, understand file types, and create efficient storage systems. Students will further develop practical email skills, including composing messages, creating effective subject lines, and using attachments. The course introduces Canvas Learning Management System (LMS), including accessing course materials, submitting assignments, participating in discussions, and communicating with instructors. Through real-world activities and guided practice, students will develop the digital organization and communication skills needed for education, workforce training, and everyday life. ***This course is not for beginner computer users***—beginners should first take the Essential Computer Skills 1 course.

COURSE REQUIREMENTS

- Students must maintain a **minimum of 80% attendance** in the class.
- English Level: ESL Students must be **Levels 4-6** to take this class.

Tuition	Registration	Dates	Schedule	Instructor	Location
$0.00	$0.00	Sep 1 – Jan 22	T & Th 3:15pm–5:15pm	Yuan	Levy Adult Center Room K2

Torrance Adult School | TAS

FALL 2026

TRAINING COSTS BY PROGRAM

The following two pages provide breakdowns of the estimated total costs for Torrance Adult School's career training programs. Program costs are also available through the South Bay Workforce Investment Board (SBWIB) I-TRAIN Training Provider Directory and CalJOBS. https://wioa.i-train.org/iTrain/tpd/

ALLIED HEALTH / MEDICAL

	Central Sterile Processing Technician	Registered Behavior Technician
Tuition	$2,500.00	$1,200.00
Registration	$50.00	$50.00
Books	$120.00	$54.00
Supplies	$150.00	$0.00
Other Expenses	$600.00	$365.00
Total Training Costs	**$3,420.00**	**$1,669.00**

	Pharmacy Technician	Medical Assistant	Medical Billing and Coding
Tuition	$800.00	$1,300.00	$2,100.00
Registration	$50.00	$50.00	$50.00
Books	$245.00	$338.00	$962.00
Supplies	$150.00	$175.00	$150.00
Other Expenses	$569.00	$588.00	$1,572.00
Total Training Costs	**$1,814.00**	**$2,451.00**	**$4,834.00**

CTE Career Technical Education

Torrance Adult School | TAS

FALL 2026

TRAINING COSTS BY PROGRAM

INFORMATION TECHNOLOGY

	IT Support Technician	Cybersecurity
Tuition	$1,695.00	$1,695.00
Registration	$50.00	$50.00
Books	$210.00	$210.00
Supplies	$0.00	$0.00
Other Expenses	$145.00	$145.00
Total Training Costs	**$2,100.00**	**$2,100.00**

PUBLIC SAFETY & SECURITY

	BSIS 8-HR Security Guard Card Training	PSA: Beginner-Level Security Guard Training	PSA: Intermediate-Level Security Guard Training	PSA: Advanced-Level Security Guard Training
Tuition	$120.00	$800.00	$1,200.00	$1,500.00
Registration	$50.00	$50.00	$50.00	$50.00
Books	$65.00	$65.00	$65.00	$65.00
Supplies	$30.00	$50.00	$62.00	$62.00
Other Expenses	$145.00	$145.00	$85.00	$85.00
Total Training Costs	**$410.00**	**$1,110.00**	**$1,462.00**	**$1,762.00**

CTE Career Technical Education

Torrance Adult School | TAS

Torrance Adult School | TAS

Get Help with your Goals



STUDENT SUPPORT SERVICES

Services Available to All TAS Students

Academic Transitions
- College
- GED/HiSET Testing
- Certiport Testing

Job Transitions
- Resume
- Job Applications
- Interview Prep

Agency Referrals
- Employment
- Financial Aid
- Foreign Documents

Wellness Resources
- Mental Health
- Housing Assistance
- Transportation

Need Help? Contact Student Support Services!



Theano Kavoulakis
Student Advisor
(310) 533-4689 ext. 8284
kavoulakis.theano@tusd.org



Baron Sia
Career Coordinator
(310) 533-4689 ext. 8429
sia.baron@tusd.org



Obie Imoh
School Counselor
(310) 533-4689 ext. 8484
imoh.obie@tusd.org

For more information, visit bit.ly/SSSWEBTAS

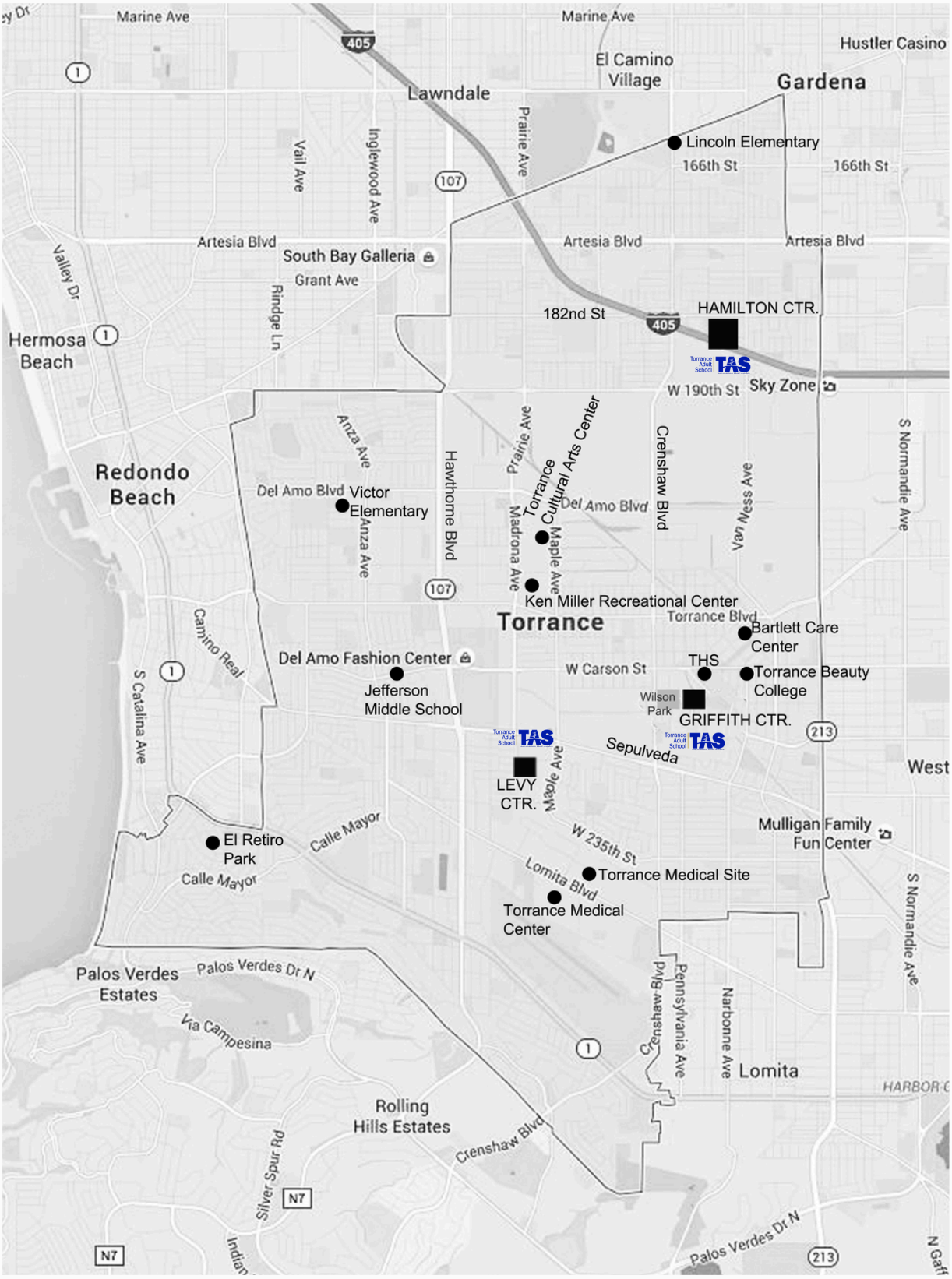
FALL 2026

TORRANCE ADULT SCHOOL LOCATIONS

HAMILTON CENTER (HAC)
2606 W. 182nd St, 90504
(310) 533-4689 ext. 8400

GRIFFITH CENTER (GAC)
2291 Washington Ave, 90501
(310) 533-4689 ext. 8300

LEVY CENTER (LAC)
3420 W. 229th Pl, 90505
(310) 533-4689 ext. 8200



CTE Career Technical Education

Torrance Adult School | TAS

TUSD.ORG/TAS **(310) 533-4689**