

The San Francisco County Regional Occupational Program (ROP) is administered by the San Francisco County Board of Education and is open to anyone 16 years and older. Classes are tuition free and provide credits toward high school graduation. Students receive both entry-level as well as advanced technical/vocational training enabling students to enter the job market upon graduation, or transition to more advanced training at community colleges or specialized technical schools or universities. Successful participants receive a Certificate of Completion from ROP instructors with relevant business/industry experience who are credentialed as such by the State Department of Education.

Class offerings are based upon the employment needs of the local business community. The local business representatives participate on advisory committees reviewing class curricula to insure that course sequencing results in job readiness skills.



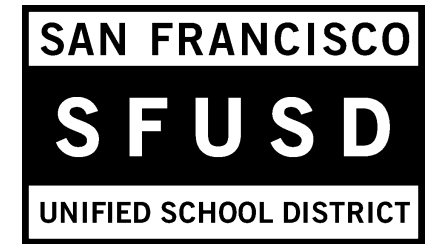
The San Francisco County Regional Occupational Program does not discriminate on the basis of race, color, national origin, sex, handicap, or age in any of its policies, practices, or procedures, in compliance with Title VI of the Civil Rights Act, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975.

The lack of English Language skills will not be a barrier for admission and participation in any of the San Francisco Unified School District's vocational education program. This information is available in Chinese, English, and Spanish.

Class offerings may be cancelled at anytime by the San Francisco County ROP.



San Francisco Unified
School District



REGIONAL OCCUPATIONAL PROGRAM

SPRING 2008

Career Training
for
High School Students and Adults

1098 Harrison Street
2nd Floor

Phone: (415) 355-7711

Fax: (415) 355-7744

**San Francisco Unified School District
Regional Occupational Program**
1098 Harrison Street, 2nd Floor
Phone: (415) 355-7711
Fax: (415) 355-7744

ROP Registration is available to:

- High School students, 16 years of age and older
- Adults living and working in San Francisco and the Bay Area
- Registration begins on date listed below and continues until classes are full.
- To register for a class after January 26, 2008, attend the first session of the class.

Spring '08 Registration is:
January 26, 2008
9:00 am to 10:30 am
1098 Harrison Street (at 7th)

Classes	Start Date	End Date
Mon — Wed	Jan. 29, 2008	May 15, 2008
Saturdays	Feb. 2, 2008	June 7, 2008

All students will receive a Certificate of Completion. High School students may receive 5 credits for each course.



**FINANCIAL SERVICES/
BANK TELLER**
(4103)

In this course, students learn to apply marketing foundations and principles to the unique characteristics of the financial services industry and perform marketing functions in financial institutions such as commercial banks, saving and loans associations, credit agencies, credit unions, consumer finance companies, collection agencies, security and commodity brokerages, and credit departments of business enterprises. Certificate of Completion awarded upon completion.

Where: San Francisco Unified School District, ROP Office
1098 Harrison Street

When: Saturdays
9:00 am to 1:00 pm



**TOOLS FOR
WEBSITE DESIGN
& MAINTENANCE**

This class includes: the basics of good webpage design, learning about and writing in HTML and CSS, and increasing Web page performance. Additional topics include determining appropriate image formats and working with plug-ins. You will learn the basics of the programs included in the Adobe CS3 Web Premium which include: PhotoShop, Flash, Dreamweaver and Fireworks. This class will focus on obtaining web skills and applying them to the maintenance and expansion of www.lincolnhigh.net and community websites.

Space is limited.

Where: Lincoln High School
2126 24th Ave

When: Monday — Wednesday
3:45pm to 5:05 pm

There is a waiting list for this class