Miles Community College

Summer 2015

Kids Kollege
&
Community Enrichment
Miles Community College promotes student success and lifelong learning through accessible, quality programs and community partnerships.

**Core Themes**

1. Student Success  
2. Academic Excellence  
3. Resource Management  
4. Community Outreach & Partnerships

**Strategic Initiatives**

1. Student Experience  
2. Enrollment  
3. Funding  
4. Reputation  
5. Innovativeness

**Miles Community College**

**Board of Trustees**
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Miles Community College is accredited by the Northwest Commission on Colleges and Universities.

The information contained herein is valid as of May 2015. While MCC makes every effort to ensure the accuracy of the information, the college reserves the right to make changes at any time without prior notice. Always check with the community education office for current information.

The MCC Schedule summarizes information of interest to students; it is not a complete statement of programs and policies. Other important information is published in the MCC Catalog and on the MCC Website.
For your next event, consider Miles Community College.

We can assist you with planning and coordinating your next event, conference, or meeting, no matter the size.

- ADA accessible, reasonably priced rooms
- Convenient, FREE parking
- All electronic equipment including: DVD/VCR
- Full onsite catering services
- Full-time Information Technology Staff
- Friendly, courteous staff assistance
- METNET and ITV Conferences
- Digital Projectors
- State of the Art Sound System

For scheduling and pricing information:

Diane Grutkowski
Miles Community College
406-874-6189
grutkowskid@milescc.edu
Kid’s Kollege

Harp Experience
Instructor: Sarah Pett
June 8, 1:30 pm - 4 pm
MCC, Room 320
Ages: 8-12
Cost: $15
Participants will learn about the history of the harp, learn about some famous harpists past and present, and learn to play a simple tune on a concert grand pedal harp and an electric harp.

FIGHT LIKE A GIRL; Personal Safety & Self Defense for Girls ages 8 to 11
Instructor: Diane Grutkowski
June 10, 9 am - 4 pm (Bring a sack lunch)
MCC Central
Cost: $25
Unfortunately, the world is not always a safe place for children anymore. Teaching children not to talk to strangers is no longer enough. We do not want to make our children paranoid or afraid and there is no reason to dwell on the horror of what might happen. Awareness and healthy fear are good things – worry and anxiety are not. This course will teach young women personal safety, how to trust their own instincts and their own sense of self. This course will give action plans, clear-cut strategies, and the confidence to do what needs to be done; fight hard, fight smart, and FIGHT LIKE A GIRL. Self-defense is taught as a common, everyday awareness and skill. Discover the power of your mind and body and learn to be street smart, cunning, and how to act “unladylike” when your safety depends on it.

Fish Hatchery Tour
June 11, Thursday 10 am - 11 am
MCC will transport @ 9:30 am
Ages: 8-12
Cost: $10
Tour the local fish hatchery with a knowledgeable technician. The main focus of this facility is to raise warm/cool water fish (walleye, largemouth and smallmouth bass northern pike, and tiger musky). Production is seasonal. Education can be fun!

Let’s Play Ball
Instructor: Dan McKinney
June 15, Monday 10 am - 12 pm
MCC, Room 209
Ages: 8-12 (Limit 10 Kids)
Cost: $20
Coach Dan will be teaching baseball skills in all realms of the game. Who knew technical instruction could be so fun? Bring your baseball gear, water and wear a cap.
Team Geocaching-Parent/Child  
Instructor: Don Warner  
June 13, Saturday 9 am - 4 pm  
MCC, Room 313  
Cost: $25 (Lunch Included)  
If you love to solve puzzles or riddles, this class is for you. This workshop is based on the popular experience of Geocaching. Learn to use a Global Positioning System (GPS) receiver to hide and seek containers anywhere in the world. Caches contain a logbook and “treasure,” usually toys or trinkets of little value, but no less fun to find! This will be a hands-on experience that explores the fun side of GPS in a non-technical environment. Please bring a GPS if you have one (not required), a few small items to trade in caches, and appropriate clothes for the weather.

Shotgun Education  
Rod & Gun Club  
June 16 & 18, 9 am - 12 pm  
Ages: 12-18  
Cost: $25  
This is a two-day course to introduce you to shooting sports. Come and spend two mornings learning about gun safety and trap shooting. This class will teach you gun safety, gun club etiquette, how to hold the shotgun and how to shoot. All of the equipment (ear protection, shotgun shells, clay birds and guns) will be supplied. You can bring a shotgun but it must pass inspection and be deemed appropriate by the instructor.

Sign Language Skills  
Instructor: April McAuliff  
June 23 - 25, 1 pm - 2 pm  
MCC, Room 106  
Grades 1 - 6  
Cost: $20  
Have fun learning the silent form of communication. Basic skills of sign language for everyday usage will be taught. Also students will learn to sign a song.

Guts, Nutrition and Digestion  
Instructor: Beth Brunk, North Eastern MT AHEC  
June 23, Tuesday, 10 am - 12 pm  
MCC, Room 113  
Ages 8-12  
Cost: $10  
Who knew exploring guts could be so much fun: Participants will enjoy several different hands-on activities and games while learning about nutrition and the digestive system. Surprising facts about restaurant food and effects on the body will be discussed as well as many other fun topics. Attendees will make (and eat) an easy, healthy, tasty snack.

Brain Bonanza  
Instructor: Beth Brunk, North Eastern MT AHEC  
July 7, Tuesday, 10 am -12 pm  
MCC, Room 113  
Ages 8-12  
Cost: $10  
Known as the “Message Center” of the body, this fascinating organ acts as the body’s computer. Participate in fun, engaging, hands-on activities to explore this exciting part of the body. Learn fun facts, simple anatomies, common injuries and recovery. Participants will make a fun, healthy, “brain-fueling” snack.

Digital Trick Photography  
Instructor: Jan Hartmann  
July 8 & 9, 9 am - 12 pm  
MCC, Room 106  
Cost: $25  
This course is filled with tips and tricks to help you take better photographs. Learn about basic technology that digital camera’s use. Explore composition and lighting for taking great photos in all situations. Learn about macro photos, (extreme close-ups of small items), portraiture and sports photography. We will spend one session learning trick photography. Your family and friends will be asking how you took that amazing picture. Bring your cameras and manuals and be prepared to have some fun taking awesome pictures using the techniques learned in class.
Agate/Gem Finding & Jewelry Building
Instructor: Anine McCallum
July 17, Friday 9 am - 4 pm
MCC, Room 113
Cost: $25
Exploration on the river will begin the adventure in finding agates and petrified wood to be used in building your jewelry. After lunch (bring sack lunch) you will use a classroom to learn about the polishing process of the stones your treasures into a piece of jewelry and or key chain.

Gardening for Kids
Instructor: Donna Faber
July 22, Wednesday 10 am - 12 pm
MCC, Room 210
Cost: $25
Students will do hands-on gardening activities: plant seeds and plants in containers: decorate the containers. They will learn about watering and caring for the plants.

The Art of Painting
Instructor: Jo Swenson
July 23, Thursday 9 am -12 pm
MCC, Room 209
Ages: 11-13, Limit class size is 6
Cost: $30
Is there an artist in you? Class will take place outside with nature. Learn beginning techniques of observing, discussing and putting your talents into painting.

Nutrition Camp
August 3-7, 10 am -12 pm
Grades 1-6 Pre-registration required
MCC Centra
Cost: $10
This camp for kids will give them a chance to learn about nutrition and physical activity in a fun and interactive way. Members of the Nutrition Coalition will be using the “Serving Up My Plate” curriculum from Team Nutrition for grades 1 thru 6. Promoting healthy life styles with healthy snacks, games and tons of fun!

Feeding Our Feathered Friends
Instructor: Katrina Luther
August 11, Tuesday 9 am - 11 am
MCC, Room 113
Cost: $15
Come have fun learning to use common household supplies to make natural bird feeders. Homemade bird feeders to hang in your backyard and garden are a fun way to get to know the native birds living outside your windows and excellent food sources during winter months when food is scarce.
Summer Bus Tours

Always... Patsy Cline
Fort Peck Theatre
June 7, Sunday 4 pm
Departure: 10 am
Cost: $55 (Lunch Included)
Always... Patsy Cline is based on the true story of Patsy Cline’s friendship with Houston housewife Louise Seger. The show combines humor, sadness and reality. It offers fans who remember Cline while she was alive a chance to look back, while giving new fans an idea of what seeing her was like and what she meant to her original fans.

Pompey’s Pillar
June 20, Saturday
Departure: 9:00 am
Cost: $35 (Picnic Included)
Captain Clark named the Pillar “Pompy’s Tower” in honor of Sacagawea’s son Jean Baptiste Charbonneau, whom he had nicknamed “Pomp.” It was later changed to “Pompey’s Pillar.” Pompey’s Pillar is one of the most famous sandstone buttes in America. It bears the only remaining physical evidence of the Lewis and Clark Expedition. On the face of the 150-foot butte, Captain William Clark carved his name and the date, July 25, 1806, during his return to the United States throughout the beautiful Yellowstone Valley. The Rock and signature appears on the trail today as it did 200 years ago.

The Best Little Whorehouse in Texas
Fort Peck Theatre
July 26, Sunday 4 pm
Departure: 10 am
Cost: $55 (Lunch Included)
Based on the true story of a legendary Texas Brothel known as the Chicken Ranch, which operated from the 1840’s to 1973. Protected by a friendly sheriff and frequented by politicians, football teams and others, the Chicken Ranch thrived in the small town of Gilbert, Texas. Girls came from all over to work at the ranch and make a little extra cash. However, a crusading do-gooder Houston radio commentator and his conservative audience expose the chicken Ranch forcing it to shut its doors forever.

Steel Magnolias
Fort Peck Theatre
August 23, Sunday 4 pm
Departure: 10 am
Cost: $55 (Lunch Included)
The action is set in Truvy’s beauty salon in Chinquapin, Louisiana, where all the ladies who are “anybody” come to have their hair done. Helped by her eager new assistant, Annelle, the outspoken, wise-cracking Truvy dispenses shampoos and free advice to the town’s rich curmudgeon, Ouiser, (“I’m not crazy, I’ve just been in a bad mood for forty years”); an eccentric millionaire, Miss Clairee, who has a raging sweet tooth; and the local social leader, M’Lynn, whose daughter, Shelby, is about to marry a “good ole boy.” Filled with hilarious repartee and not a few acerbic by humorously revealing verbal collisions, the play moves toward tragedy when, in the second act, the spunky Shelby (who is diabetic) risks pregnancy and forfeits her life. The sudden realization of their mortality affects the others, but also draws on the underlying strength – and love – which give the play, and its characters, the special quality to make them truly touching, funny and marvelously amiable company in good times and bad.
Miles Community College Brief History

Miles Community College was founded in 1939. For almost 20 years, the College, then titled Custer County Junior College, operated out of a few rooms in the local public high school. In 1957, the College moved into the former Milwaukee Railroad Depot building.

In June 1967, the College moved into a new building that was constructed after passage of a bond issued by county voters. On April 4, 1970, voters of the district elected the first independent board of trustees for the College. In December 1971, Miles Community College was granted accreditation by the Northwest Commission on Colleges and Universities.

During academic year 1971-72, a new student center was constructed. A grant of $1.5 million from the Montana Coal Board in 1977 enabled the College to construct a new vocational building and a library learning resource center classroom addition. Construction of a physical education complex was completed in November 1980. In August 1997, four new dormitory buildings were added to the student housing complex; and in October 2003, the College completed a new $2.3 million dormitory.
Miles Community College Major Historical Events

- **1939** - College founded as Custer County Junior College.
- **1957** - College moved from high school facilities to former Milwaukee RR Depot Buildings.
- **1964** - College Endowment (Foundation) established.
- **1966** - Name changed to Miles Community College.
- **1967** - College moved to new facilities on current campus location. (Federal grant/local match)
- **1968** - Auto Mechanics Technology and Electronics Technology (AAS) programs established.
- **1969** - Associate Degree Registered Nursing (ADRN) program established.
- **1970** - Independent Community College District established, with newly elected Board of Trustees.
- **1971** - Full Accreditation awarded by Northwest Association of Schools and Colleges.
- **1972** - New Student Union Building completed. (HUD subsidized loan)
- **1974** - All-Weather (rubberized asphalt) Track and Field Complex completed. (Local fund-raising)
- **1976** - Adjacent land for future campus expansion purchased by MCC Endowment.
- **1979** - New Library/Business Classrooms and Vocational Education buildings completed. (Funds from Montana Coal Board grant)
- **1980** - New HPE/Gymnasium/Community Recreation building (CENTRA) completed. (U.S. Farm & Home Administration --FHA--loan)
- **1981** - New "Big Sky Dormitory" (46 residents) completed. (MCC Endowment investors)
- **1982** - 12-acre tract of land acquired from Bureau of Land Management (BLM grant)
  Rodeo Arena facility construction begins.
- **1983** - Data Processing Program (AAS) established. MCC Education Center at Colstrip, MT opens.
  Power Plant Technology Program (AAS) established. (Montana Coal Board grant)
- **1986** - Automation of Student and Institutional Records
  (Management Information System) implemented.
- **1987** - In-house "Simulated Distance Learning Telecommunications Network" installed.
  (Title III grant) --Instructors trained for interactive telecommunications delivery of courses.
- **1990** - Library Automation completed. (Title III grant)
- **1992** - Fully Interactive fiber-optic Telecommunications Network implemented
  (Long-term Lease) MCC's ADRN Nursing Program linked to classrooms in Dawson
  Community College — Glendive, and Sidney.
- **1993** - MCC connected to Montana Education Telecommunications Network -- "METNET"
- **1994** - MCC ADRN Nursing Program awarded NLN accreditation
- **1996** - MCC linked to Service Area high schools via Interactive fiber-optic
  Telecommunications Network. (Rural Utilities System [RUS] grant).
  Building Technology Program (AAS) implemented.
- **1997** - New "family style Dormitories" (48 residents) opened. (HUD subsidized loan through four local banks)
- **2003** - College completed a new $2.3 million dormitory
Personal Enrichment

Equine Clinic
Instructor: Stan Taylor
June 1-4, 9 am - 12 pm
For All Ages-Young & Old
Children under 16 must be accompanied by Parent
Your Horse is required
MCC Arena
Cost: $45
In this workshop horse folk will employ ground work as horses confront the unfamiliar. Body parts will be directed from both the ground and from the saddle. Horses will be apple sauced, mounted from a raised platform, patterns will be ridden and more.

Adult Sign Language
Instructor: April McAuliff
June 3, 10, 17, 24 – Wednesdays
5 pm - 7 pm, MCC. Room 108
Cost: $35
For both the professional and the non-professional. Become a communicator without using your voice. Learning the basic skills of sign language will not only be educational but a fun experience also.

Basket Weaving
Instructor: Anine McCallum
July 9, 2015 - Thursday
6 pm - 9 pm, MCC, Room 113
Cost: $40
With the use of willow branches, learn the technique of weaving a melon basket.

Online Learning
There are many computer, internet and personal enrichment classes offered at http://www.ed2go.com/milescc. All courses are offered monthly and run for 6 weeks with two lessons per week. The classes are available 24 hours a day for 10 days after the release.
The Workplace Excellence Series  
(Book Included)

June 23, 2015  
9:00 am – 12:00 pm  
Cost: $35

- **Communication**  
  verbal & non-verbal communication in the workplace  
  Companies cannot succeed if employees do not communicate clearly. This module will help trainees gain tools to improve verbal and non-verbal communication, learn the importance of active listening, and tips for effective greetings and introductions.

  June 23, 2015  
  1:00 pm – 4:00 pm  
  Cost: $35

- **Present**  
  displaying the image of your workplace  
  Companies need employees who positively display their image. Trainees gain a basic understanding of excellent professional presentation, plus how to identify and cultivate the company image, build a wardrobe quickly and affordably, and continuously improve.

  July 22, 2015  
  9:00 am – 12:00 pm  
  Cost: $35

- **Work**  
  realities & expectations in today’s workplace  
  In the changing workplace, companies set expectations for employees to meet or exceed. Participants gain an understanding of today’s realities, expectations, and their role in supporting the bottom-line; how to increase profit, earn their keep and their raises, and exceed expectations.

  July 22, 2015  
  1:00 pm – 4:00 pm  
  Cost: $35

- **Depend**  
  maximizing your time in the workplace  
  More than being ‘on time’ and working efficiently, companies need employees to use their time wisely. In this module, participants learn a 5-step process plus strategies to focus on top priorities; stay engaged and productive; and avoid procrastination.

  August 20, 2015  
  9:00 am – 12:00 pm  
  Cost: $35

- **Reason**  
  managing your mindset in the workplace  
  Companies want employees who consistently maintain a productive mindset. Participants discover how to identify, adjust and improve problem outcomes, and practical ways to cultivate reasoning and a mindset that leads to success.

  August 20, 2015  
  1:00 pm – 4:00 pm  
  Cost: $35

- **Adapt**  
  navigating success in the changing workplace  
  Today’s workplace is changing faster than ever, and companies need employees to respond appropriately and efficiently. Participants in this module will learn strategies for succeeding in a changing environment, improving personal adaptability, and managing stress.

Delivering Essential Workplace Skills that today’s Employers Demand
Miles Community College
Workforce Development

Our office can deliver economical training programs to enhance your personal development or improve your company’s workforce.

- We will work with you to deliver convenient, high-value solutions that fit your needs.
- We provide value-added learning opportunities that enhance economic development.
- We create partnerships with individuals and businesses for lifelong learning.
- We serve as the educational partner for your organization.

The Workforce Development office conducts classes in:

- Business Continuing Education
- Customized Training
- Educator Continuing Education
- CPR and First Aid
- Computer Training including: Excel, QuickBooks, AutoCAD, Access, Word and Outlook, Publisher, PowerPoint
- OSHA Training (Online)

Dr. Kirk Lacy
Dean, Workforce Development & Continuing Education

Miles Community College
406-874-6199
lacyk@milescc.edu
Workforce Development

CPR Non-Healthcare & First Aid
Instructor: Jan Hartmann
June 26, Friday, 9 am - 4 pm
MCC, Room 106
Cost: $65
The AHA CPR course will teach non-healthcare professionals the ability to provide CPR & First Aid, recognize emergencies and relieve choking in a safe, timely and effective manner. This course is intended for those individuals that are NOT in the medical field.

CPR Renewal Course – Healthcare Provider
Instructor: Jan Hartmann
Friday Sessions: June 5, July 10, Aug 7, Sept 4, Oct 2, Nov 6, & Dec 4
8:30 am - 11:30 am
MCC, Room 106
Cost: $45
A current CPR for the Healthcare Provider card is required in order to take the renewal course. The AHA Healthcare Provider Course is designed to provide healthcare professionals the ability to recognize several life-threatening emergencies, provide CPR, use an AED and relieve choking in a safe, timely and effective manner. The course is intended for healthcare professionals.

CPR Healthcare Provider
Instructor: Jan Hartmann
June 11, Thursday, 1 pm - 5 pm
MCC, Room 106
Cost: $70
The AHA Healthcare Provider Course is designed to provide healthcare professionals the ability to recognize several life-threatening emergencies, provide CPR, use an AED and relieve choking in a safe, timely and effective manner. The course is intended for healthcare professionals.

Windows 8: The Basics
Instructor: Jan Hartmann
July 14, 15, 21 & 22 Tues/Wed – 5:30 pm - 7:30 pm
MCC, Room 314
Cost: $65 (includes book)
Explore the latest operating system, Windows 8. You will learn about the new Start Screen and interface, the new touch mouse, and seamless integration, Windows 8 in the cloud, and build-in apps. Discover the enhanced file management features and surf the web. Basic computer skills and Windows experience are important for success in this class. Please bring your own laptop with Windows 8.

QuickBooks
Instructors: Nancy Aaberge
June 16, 18, 23 & 25 Tues/Thurs 6 pm - 8 pm
MCC, Room 113
Bring Laptop
Cost: $55 (includes book)
QuickBooks is a solution designed to manage payroll, inventory, sales and other needs of a small business and home operation. Each solution is developed according to different industries and their needs.
2015 Summer Teachers Institute

Miles Community College offers a wide variety of 2-day courses for teachers needing to earn credits toward the renewal of their teaching certificate. These classes are not just for teachers and are open to anyone interested in attending. Each class is offered as a 1-credit class. Class size is limited — please register early.

Per credit costs:
In Custer County $130.00
Outside Custer County $165.00
*Student must “drop” class 2 days prior to class start date in order to receive refund or not be charged.
A “no show” will be charged full price for the class.

Summer Offerings at a Glance

June
June 9 & 10 Perspectives on History
June 15 & 16 Title IX Bully/Sexual harassment
June 16 & 17 Library Literacy
June 17 & 18 Title X, Par C (McKinney/Vent Act)
June 17 & 18 Gifted & Talented
June 19 & 20 The Custer/Sitting Bull Trail
June 22 & 23 MT-EPAS Work Session
June 24 & 25 Authoritative Adult/Child Leadership
June 29 & 30 iPads for Educators: Basics, Pages, iMovie

July
July 6 & 7 Google Drive for Organization and Collaboration
July 8 & 9 YouTube in the Classroom
July 8 & 9 Digital Cameras & Photo Editing
July 10 & 11 The Battle of Powder River
July 13 & 14 Designing Project-Based learning Units – IEFA
July 13 & 14 Photo Editing w/Photoshop CS6
July 16 & 17 4 Art lessons from 4 Great Masters
July 20 & 21 Gardening Project/Elementary Classroom
July 20 & 21 Mathematics of Games & Gambling I
July 23 & 24 Handmade Books for Elementary Classroom

Class size is limited—please register early.
Classes need a minimum of four students to run. Contact Janet Hartmann at (406) 874-6222 hartmannj@milescc.edu or Carolyn Kimball at (406) 874-6164 or kimballc@milescc.edu to register.
How to Register
We offer six EASY ways to register for non-credit classes.

By Mail:
Mail your completed registration form with a check (Payable to MCC) or credit card information to:
Attn: Carolyn Kimball
Miles Community College
2715 Dickinson
Miles City, MT 59301

By Phone: (406) 874-6164 (Carolyn Kimball)
Phone registration is easy. Register to reserve your spot and pay three business days before the class begins.

By Fax: (406) 874-6266
Fax your registration form with credit card information or pay three business days before the class begins.

By Email:
Email Carolyn Kimball Community Outreach registration at kimballc@milescc.edu
Email Jan Hartmann for Community Outreach registration at hartmannj@milescc.edu

Walk in:
Visit our Community Outreach and Workforce Development Departments in the main building on the MCC campus in Room 209. We are open 8:00 a.m.-5:00 p.m., Monday through Friday.

Fee Information
Participants need to enroll and pay fees for classes at least three business days prior to the first class. Instructional and most supply costs for Community Outreach and Workforce Development classes are covered by participant fees.

Refund Policy
When the college cancels a class or workshop, a full refund is issued. Payments by check will be refunded to you. Please allow 2-3 weeks for processing. Payments made by credit card will have a credit applied to your card. If you are unable to attend a class, you will receive a full refund if withdrawn three business days prior to the first day of the class in which you are enrolled. Refunds will not be given after that time unless there are extenuating circumstances.
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Payment Method: [ ] [ ] Check (Payable to MCC) [ ] Visa [ ] MasterCard [ ] Am. Exp. [ ] Discover

Account Number ___________________________ Exp. Date ______________________

Card Holder’s Signature ___________________________